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**Meeting Minutes of:**  
**ILLINOIS DEPARTMENT OF PUBLIC HEALTH**  
**Levels of Care: Hospital Designation, Redesignation, and Change of Network**  
**Group (LOC)**

June 15<sup>th</sup>, 2017  
 8:30 a.m. until 9:30 a.m.

<b>IDPH Offices</b> <b>69 W. Washington, 35<sup>th</sup> Floor</b> <b>Chicago, IL</b>	<b>IDPH Offices</b> <b>535 West Jefferson, 5<sup>th</sup> Floor</b> <b>Springfield, IL</b>
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**Attendees**

Members in Attendance	Guests and IDPH
Jenny Brandenburg Lori Filock Adriana Beatty Harold Bigger Joan Cappalletti Paula Melone Debbie Schy	Shannon Lightner, IDPH Tanya Dworkin, IDPH Miranda Scott, IDPH Andrea Palmer, IDPH Trishna Harris, IDPH  Maripat Zeschke Elaine Shafer Robyn Gude Andrea Cross Cecilia Lopez Myra Sabini Cindy Mitchell Jodi Hoskins Shirley Scott Ann Schramm Carol Rosenbusch Raye-Ann de Regnier Selena Kendrick
	<b>Members Not In Attendance</b>
	Linnette Carter

**Meeting Minutes of:**  
**ILLINOIS DEPARTMENT OF PUBLIC HEALTH**  
**LEVELS OF CARE COMMITTEE: Designation, Redesignation, and Change of Network MEETING**  
**June 15<sup>th</sup>, 2017**  
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## **Motions**

1. **Motion to adjourn.**
  - Unanimous yes.

## **Introductions and Welcome**

- Jenny Brandenburg, chair of the committee, called the meeting to order at approximately 8:30 am and asked all members and guests to introduce themselves and to give a little bit of background about themselves as it is the first meeting.

## **Agenda Items**

### **1. IDPH Meeting Guidelines**

- The Illinois Department of Public Health (IDPH) staff was on hand to go over and give an overview of the open meetings act and the rules to be followed by the committee.
- Explained meeting scheduling and logistics
- IDPH also spoke about the importance of the committee members representing their state and not their hospital affiliation.

### **2. Identifying Topics to Focus On**

- Jenny went through what the group would need focus on and what was expected of the group
- The group decided they wanted to focus on designations first.
- Look at the timeline/deadlines for completing these?
- A concern was brought up about how the committee works with the certificate of need (CON). Hospitals spend millions in advance of getting a CON, but what do we do about remaining aware of what the requirements are?
  - Will ask someone from the Illinois health facilities and services regulation board (HFSRB) to attend one of the meetings.
  - Where should the process begin?
  - Do hospitals need to get new CON's for every hospital before it gets designated?
  - Committee members to get questions to IDPH 2 weeks in advance of the next meeting so they can get the questions to HFSRB.
- The committee would like a list of the administrative perinatal centers (APC) and the hospitals that they oversee. It would help to make decisions to also see a map of the hospitals and listing each of their level of care.
- Some questions that were brought up with the committee:

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- What are APC's going to look like? IDPH is to determine and will probably happen sooner versus later.
- What should the regions look like?
- When should a network transfer be allowed?
- Does volume play a role in the designation and redesignation? Should there be a volume level set?
- Parameters around gestational age for a designation and tied to outcomes?
- Cindy, the chair of the hospital facilities designation committee (HFDSC), asked this specific levels of care committee to look at a few topics:
  - Identify what to do if you have a hospital bypassing another that has the appropriate services.
  - Outline who needs to come before the HFDSC, what/who do they need to bring and why, and do they need to participate in person?
  - If the hospital doesn't meet the level that they have applied for, what happens?
  - In regards to volume: for example, if a level III is sending out their level III babies and acting as a level II, should they get to keep their level III designation?

**3. Objectives Timeline**

- Hope to have decisions by within a year.

**4. Meeting Logistics/Frequency**

- The group then discussed a brief timeline and asked for suggestions on meeting logistics. They decided to meet monthly initially and then reevaluate down the line.
- Meetings: 8:15 A.M. on the third Thursday of each month. Plan to hopefully meet prior to facilities meetings. Jenny will email the group to figure out logistics of the next meetings.

**Adjournment**

Motion to adjourn: Unanimous yes.