

**DEPARTMENT OF FAMILY MEDICINE**  
**Meeting Minutes**  
**September 8, 2023**

**Present:** Christen Fragala, MD; James Kuin, MD; Emelyn Molato, MD; Sangita Pillai, MD; Malina Holmes, MD; John Ragucci, MD; Frank Osborn, MD; Catherine Trinh, MD; Paul Harcourt, MD; Cindy Cheng, MD; Shawn Berkowitz, MD; Shawn Farraher, MD; Denise Mills; Supriya Rao, MD; Laura Federico, RN; Gayatri Patel, RN;

**I. CALL TO ORDER**

Dr. Fragala called the meeting to order at 8:03 AM.

**II. PREVIOUS MINUTES**

The minutes of the previous meeting were approved.

**III. OLD BUSINESS**

None at this time.

**IV. NEW BUSINESS**

1. Medical Weight Management

Dr. Supriya Roa gave a presentation on medial weight management. Discussion ensued regarding medications. Please see attached PowerPoint presentation.

2. Completion of Medical Records Policy

Dr. Osborne presented the timely completion of medical records policy to the department. This policy applies to all credentialed and/or privileged clinicians who are members of the medical staff. Please see attached.

**V. COMMITTEE REPORTS**

1. Medical Executive Committee

Dr. Fragala presented the following updates:

- By law revision, all physicians must be board certified/board eligible or be granted a waiver due to foreign training, care not met by other providers, be grandfathered in from TMC or MWH. TMC was more lenient prior and now are in line with LGH.
- Leave of absence 90 days or greater, must run by MSO.
- Full med staff meeting 12/6 at 5:30 pm at Four oaks in Dracut
- New physician welcome 10/18 5:30-7:30 at Vesper CC
- Flu shot mandatory, show proof by 10/31.

- File help desk ticket (is help icon) next to patient lookup on Epic
- Depression screening needs to be done once per calendar year
- Mobile integrated health can see PNA, cellulitis, UTI, CHF, n/v/dehydration, also can see kids. Find L MIH navigator on tiger text or call 978 955 3911 inbound coordinator at ER. They work Monday-Saturday 9 am-8 pm.

## 2. Labor and Delivery Committee

- Dr. Holmes informed the department of deliveries at Saints Campus. The patient will be transferred to the main campus, pediatrics will still attend deliveries at Saints campus if they are under 35 weeks gestation.
- There was a community baby shower which was very successful.
- There are many changes in the OBHG group. The hospital is working on plans for that.

## 3. Cancer Committee

Dr. Harcourt had no updates at this time, committee has not met.

## 4. Credentials Committee

The updates were deferred to the next meeting.

## 5. Infection Control

No updates at this time. If anyone would like to join the Infection Control Committee as there currently is no one representing this committee at this time please reach out to Dr. Fragala.

## 6. Morbidity and Mortality Council

All were reminded about language spoken by patients and emphasized use of interpreters.

## 7. Perinatal Committee

The last Perinatal Committee meeting was in June and the next meeting will be on September 19, 2023.

## 8. MCH Updates

The MCH updates were deferred to the next meeting.

## 9. DEI Update

Dr. Pillai presented the following updates:

- There will be 3 guest speakers at the DEI celebration on 6/16/23 12 pm – 1 pm; Augusta Chade Rodriguez, Dr. Cori Campbell, and Dr. Peter Kuhlman.
- There is a Lowell Hispanic and LatinX festival that is happening on September 30, 2023 on North Common Park from 1pm-8pm. LGH has sponsored a table and Dr.

Pillai will be present for part of the time, if anyone is interested please reach out to Dr. Pillai.

**VI. OTHER**

- Dr. Fragala informed the members that Dr. Campbell will be give a presentation about surgical weight management at the next meeting.
- Dr. Pillai informed the department that mentorship is continuing to go strong. There were 23-24 applicants for mentees this year. They will be working on putting the mentee and mentor pairs together. The commitment is meeting with the mentee once a month either in person or virtually. If anyone is interested in being a mentor please inform Dr. Pillai.

**VII. MEETING ADJOURNED**

The meeting was adjourned at 8:58 AM.

**Next Meeting**

**Next meeting will be held on October 13, 2023.**

Respectfully submitted,

_____ Gayatri Patel, RN QI Specialist	_____ Date	_____ 
_____ Christen Fragala, MD Chief, Department of Family Medicine	_____ Date	_____ 