

HEALTHSOUTH BRAINTREE REHABILITATION HOSPITAL

Patient and Family Advisory Council Annual Report – 2016

Braintree Rehabilitation Hospital

Date of Report: August 29, 2016

Year Covered by Report: October 1, 2015 – September 30, 2016

Year PFAC Established: 2010

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PFAC Purpose, Membership, and Structure

Purpose: Provide a forum that enables patients and family members to have direct input into the development of policies, programs and practices at Braintree Rehabilitation Hospital.

Recruitment: Members are recruited via staff recommendations and Annual Patient Recognition Ceremony.

Selection of Members / Election of Officers: Interested members complete an application; they are then interviewed by PFAC members. New PFAC members must also complete the volunteer orientation process and a successful TB and CORI background check. Officers are nominated by PFAC members. Current co-chair is a former patient. Administrative / Staff Liaison Co-Chair: Director Case Management.

Term of Service: PFAC members serve a minimum of a one year term with a preference for a 2 year term. PFAC co-chairs will serve a minimum 2 year term.

Current Structure/Design: 2015/2016 PFAC consists of 5 former patients/family and 1 BRH staff member. The current Co-Chairs are a BRH staff representative and a former patient. Active recruitment is on-going for new members. Meetings occur on a quarterly basis or more often as the committee requests to meet. Each meeting has a well organized agenda with standing items of facility and state quality care measures along with facility initiatives brought forth by PFAC Committee members, ongoing PI teams, Patient/Family Satisfaction Survey results, etc.

Minutes are taken and reviewed each meeting for needed follow-up items. An annual report is shared with the Governing Body. This annual report is available to patients, the general public, and the Massachusetts Department of Public Health on BRH's website at www.braintreerehabhospital.com

Orientation and Continuing Education

Orientation of New Members: New PFAC members are issued a PFAC packet consisting of the background and purpose of PFAC, previous agenda's and meeting minutes, previous projects, and annual reports. Continuing education opportunities are presented during PFAC meetings as well as notifications re: webinars/outside opportunities.

PFAC Impact and Accomplishments:

Projects/Accomplishments for 2015- 2016 year include:

- Successful recruitment of a new PFAC member.
- Focus on discharge satisfaction scores and opportunity for improvement.
- Introduction of the WITH Book for inpatients.
- Recruitment flyer for PFAC membership.

Goals for 2016-2017:

- Continued recruitment efforts for the PFAC Committee.
- Continued focus on discharge satisfaction survey results.