

Laguna Honda Hospital Patient Gift Fund:

Original Policy Adopted in 1993 Was Titled “Patient’s Gift Fund” — So What Happened?

PATIENT'S GIFT FUND	Number: 45-1
	Page: 1 of 1
	Effective: 09-01-93
	Supercedes: New
	Origin: Finance
	Document: 45devgft
	Approval: Nevins

POLICY: The Patients' Gift Fund Management Committee, comprised of the Associate Administrator for Finance (CFO)-Chairperson, Director of Nursing, Associate Administrator for Operations (COO), a patient appointed by the Residents' Council for a one year term, and other persons as may be designated by the Executive Administrator, shall have the responsibility to coordinate, plan, review and recommend the approval of projects and fund expenditures to the Executive Administrator.

by:

SF Examiner.com

SF Health Examiner:

Patrick Monette-Shaw

July 25, 2010

The 1993 Version of LHH's Patient Gift Fund Policy Was Located, But Not by the Agency That Wrote It

- How could the original version of the “Patient’s Gift Fund” policy first adopted in 1993 have suddenly went missing, **claiming “not retained”**?
- Most hospitals tend to **retain** policies on a **“permanent” basis** for compliance with licensing, certification, and accreditation agencies.

From: Eileen.Shields@sfdph.org
To: [REDACTED]
Sent: 6/3/2010 9:42:41 A.M. Pacific Daylight Time
Subj: Re: INFORMATION REQUEST: LHH GIFT FUND POLICY

Dear Dr. Kerr:

Below are responses to the records you have requested.
(E-mail dated 6/3/2010 9:42:41 A.M. Pacific Daylight Time)

Request:

Please provide electronic copies of 5 previous versions/revisions of LHH Hospitalwide Policy 45-01, issued on or about the following dates;

- 1) September 1st, 1993 (recorded as 93/09/01) --Record past retention period. Not retained.
- 2) November 16th, 1998 (recorded as 98/11/16) (See attached file: 1998.45-01gft.pdf)
- 3) May 25th, 2000, (recorded as 00/05/25)-- Policy reviewed but not revised
- 4) April 12th, 2002, (recorded as 04/12/02 or 02/04/12) --No policy recorded with these dates.
- 5) December 2nd, 2004--(See attached file: 2004.45-01gft.pdf)

A “Patient Gift Fund” Mission Statement Intended Benefiting Patients ... Not to Provide Staff Perks

- A May 14, 2004 gift fund **“Mission Statement”** — written six months before John Kanaley was appointed Executive Administrator of LHH — clearly specified the **“restricted purposes”** for the gift fund: **To benefit patients!**
- A printer-friendly version of the “Gift Fund Mission Statement” is available in this article’s PDF file posted at www.stopLHHdownsize.com

LAGUNA HONDA HOSPITAL MISSION STATEMENT GIFT FUND	
Donors	Purpose
William Lenahan	For the use by the patients of Laguna Honda Hospital, for their recreational, social and educational needs.
Marie Lewis	For recreational, social and educational needs of the patients of Laguna Honda Hospital.
Martin J. Heller	For the benefit of the patients/inmates of Laguna Honda Hospital. Promote the welfare, pleasure, personal happiness and comfort of the person benefitted. For the aged and infirm.
Manford Harris	For the benefit, happiness, pleasure and comfort of Laguna Honda Hospital patients.
Hazel Putnam	For the benefit and comfort of patients of Laguna Honda Hospital.
LHH Volunteer, Inc.	For musicians, fruits, cookies, woodworking, camera Club, Farm Green House, ward money, sodas, popcorn, bingo prizes and patients' bus trips.
Miscellaneous Gift	For the happiness, pleasure, benefit and comfort of patients of Laguna Honda Hospital.
Ermeth Dirovizza	For the specific use of patients' activities on holidays.
Barbara Wylie Trust	For expenditures that enhance the general benefit and comfort of residents of Laguna Honda Hospital.
Frances M. Nocetti Memorial Fund	For ADHC residents activities like bingo prizes and for Sr. Nutrition Program.