



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** December 9, 2015  
**Board Meeting Date:** February 9, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise Rogers, Chief, Health System  
Susan Ehrlich, MD, MPP, Chief Executive Officer, San Mateo Medical Center

**Subject:** Amendment to agreement with Soyring Consulting, Inc. to provide consulting services

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Soyring Consulting, Inc. to provide consulting services by extending the term through February 29, 2016 and increasing the amount by \$50,000 to an amount not to exceed \$150,000.

**BACKGROUND:**

On September 24, 2015, the Chief Executive Officer of the San Mateo Medical Center (SMMC) approved an agreement with Soyring Consulting, Inc. (Soyring) to provide consulting services to SMMC's Sterile Processing Department (SPD). Soyring identified opportunities for SMMC to meet Joint Commission regulatory requirements for high-level disinfection for reusable medical devices. In addition, Soyring helped the SPD implement new policy and procedural changes.

**DISCUSSION:**

The SPD supports SMMC's Operating Room (OR) by providing sterile instruments used in patient procedures; Soyring worked closely with both the SPD and OR to recommend and implement process changes. As a result of Soyring's success with the SPD/OR process and procedural changes, the OR Director is requesting a similar assessment for the Endoscopy Department (Endoscopy). This amendment will expand the existing scope of work to include Endoscopy, extending the term and increasing the amount to fund the additional services. SMMC believes it is in the best interest of the County for Soyring to continue providing these services to SMMC, ensuring consistency in the assessment and procedural changes across work units. Therefore we are requesting a waiver of the Request for Proposals process.

The resolution contains the County's standard provisions allowing amendment of the County fiscal obligations by a maximum of \$25,000 (in aggregate).

The amendment and resolution have been reviewed and approved by County Counsel as to form.

This amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by providing the expertise, knowledge, and support to help implement process and procedures that meet the Joint Commission's requirements for patient safety. It is anticipated that 100% of all sterilization services provided will adhere to the infection control standards as defined by the Joint Commission and Title XXII of the State of California, Code of Regulations, which will result in the reduced risk of surgical site infections.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Projected</b>
Percent of sterilization and high level disinfection services that adhere to infection control standards as defined by Joint Commission, Title XXII, and other applicable standards	100%	100%

**FISCAL IMPACT:**

The term of the amended agreement is October 1, 2015, through February 29, 2016. The amount of the agreement is not to exceed \$150,000. Funds in the amount of \$50,000 are included in the SMMC FY 2015-16 Adopted Budget.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not fully meet the costs of care is covered by the County General Fund contribution to SMMC, and are within the existing annual appropriation.