

SUPPORT SERVICES
CLERK OF THE BOARD
AGENDA
JUNE 24, 2019

Committee Members: Supervisors Loeb, Leggett, Sokol, Hyde, Magowan, Hogan, Wild, Driscoll, Dickinson

- I. Committee meeting called to order by Chairman
- II. Approval of minutes of prior Committee meeting.
- III. Action Agenda/New Business Items:
 - 1) Request to authorize the Chairman of the Board to sign a letter of agreement with Glens Falls Hospital for autopsy services. Terry Comeau, County Coroner, to speak on this matter.
- IV. Discussion Items:

None.
- V. Referrals/Pending Items:

None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

- 1) Resolution Request Form No. 20
- 2) Letter and fee schedule from Glens Falls Hospital
- 3) Draft resolution authorizing the Chairman of the Board to sign a letter of agreement with Glens Falls Hospital for autopsy services

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: CLERK OF THE BOARD

DATE: JUNE 24, 2019

(a) Purpose of Request:

To approve Glens Falls Hospital Morgue and Laboratory Fee Schedule and authorizing Chairman to sign letter of agreement with Glens Falls Hospital to provide these services

(b) Details:

Warren County currently receives these services from Albany Medical Center - an arrangement with Glens Falls Hospital has been sought to secure services at a lower cost.

(c) Previous Resolution Number:

Morgue/laboratory services with Albany Medical Center authorized most recently by Resolution No. 461 of 2018

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

A.1185 435, Medical Examiner & Coroners, Medical Fees

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



Glens Falls Hospital

Paul Scimeca,
SVP, Chief Operating Officer

June 14, 2019

Re: Letter of Agreement Glens Falls Hospital Morgue and Laboratory Services

Mr. Ryan Moore
Warren County Administrator
Warren County Administrator's Office
1340 State Route 9
Lake George, NY 12845

Dear Mr. Moore:

This letter is to serve as an acknowledgment of agreement between Glens Falls Hospital and New York State County medical examiners to utilize the Glens Falls Hospital Morgue and laboratory services.

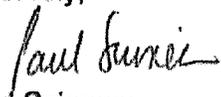
Effective July 1, 2019, Glens Falls Hospital will allow the county coroner and associated pathologist(s) use of the morgue facility. In conjunction with morgue facility use and services, Glens Falls Hospital agrees to provide a location within the morgue for secure toxicology specimen storage on the condition that the county is solely responsible for arranging secure pick up and transport of said specimens. Glens Falls Hospital will provide a hospital employed diener to assist with autopsies performed for the county. No results of said autopsies will be provided to Glens Falls Hospital.

Attached, please find a copy of Glens Falls Hospital's Morgue and Laboratory Fee Schedule. All request for services by County on or after July 1, 2019 shall be understood by the parties to be at fees set forth therein. All payments for services are due from County forty-five (45) days from receipt of an invoice from Glens Falls Hospital. Failure to make timely payments for morgue and laboratory services will result in suspension of all services by Glens Falls Hospital until all outstanding payments for services are received.

I ask that you acknowledge County's agreement to the above by having a duly authorized representative of the county sign the letter where indicated below, and then return one fully executed copy as indicated below. An appropriately authorized counter signed letter must be received by June 28, 2019 to make this agreement active on July 1, 2019.

Please return one fully executed copy to the attention of Erin Perkins, Senior Director of Laboratory Services, via email to: eperkins@glensfallshosp.org. Also, she can be contacted at (518) 926-3820 with any questions regarding this correspondence.

Sincerely,



Paul Scimeca
SVP, Chief Operating Officer

By signing below, you acknowledge and agree that you are a duly authorized signatory of County and accept and agree on behalf of County to the terms and conditions herein.

Date: _____

By: _____

Name: _____

County: _____

Glens Falls Hospital
Morgue and Laboratory Fee Schedule

July 1, 2019 through December 31, 2020

Morgue Facility Use (includes onsite histology and microbiology)	\$ 1200/case
Histology or Laboratory Services Requested but not Performed at GFH (Does Not include ANY toxicology services)	Billed at GFH's cost plus a \$ 25 Handling fee
Other Laboratory Test Performed on site at GFH (e.g. HIV serology, molecular testing, Chemistry procedures)	% 50 discount of GFH's specific charge schedule in effect at the time of service
Microbiology Only (without morgue facility use)	% 50 discount of GFH's specific charge schedule in effect at the time of service
Radiology Fee- Hospital Technical Fee	% 50 discount of GFH's specific charge schedule in effect at the time of service
Radiologist Professional Fee (to be included in base fee)	

Note: A one time Start-up fee of \$2000 would be invoiced to each of Warren and Washington County with the first invoice.

Toxicology Services will be sole responsibility of each county to contract for testing for these services at an outside lab of their choice.

Warren County Board of Supervisors

RESOLUTION NO. OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS LOEB, LEGGETT, SOKOL, HYDE, MAGOWAN, HOGAN, WILD, DRISCOLL AND DICKINSON

AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN A LETTER OF AGREEMENT WITH GLENS FALLS HOSPITAL FOR AUTOPSY SERVICES

WHEREAS, the County has used the morgue facility at Albany Medical Center for the performance of autopsies in recent years, and

WHEREAS, Albany Medical Center recently increased their charges for these services significantly, and

WHEREAS, the County Coroners have worked with Glens Falls Hospital and a regional forensic pathologist to reactive the morgue facility at Glens Falls Hospital for the performance of some autopsies ordered by the County Coroners, and

WHEREAS, through discussions with the involved parties, Glens Falls Hospital has developed a fee schedule effective for the term commencing July 1, 2019 and terminating December 31, 2020, attached hereto as Schedule "A", and letter of agreement for the provision of these services, and

WHEREAS, the Support Services Committee has recommended the County enter into this agreement, including the \$2,000 one-time start-up fee included in the fee schedule provided in Schedule "A", now therefore be it

RESOLVED, the Warren County Board of Supervisors does hereby approve the fee schedule for autopsy services to be provided by Glens Falls Hospital, as outlined in the attached Schedule "A", and does authorize the Chairman of the Board to sign the letter of agreement presented by Glens Falls Hospital for the provision of autopsy services and any and all other documentation required to establish the relationship described herein in a form to be reviewed and approved by the County Attorney.

SCHEDULE "A"

**Glens Falls Hospital
Morgue and Laboratory Fee Schedule
Effective July 1, 2018 - December 31, 2020**

Morgue Facility Use <i>(includes onsite histology and microbiology)</i>	\$1,200 per case
Histology or laboratory services requested but not performed at Glens Falls Hospital <i>(does not include ANY toxicology services)</i>	Billed at Glens Falls Hospital's cost plus a \$25 handling fee
Other laboratory tests performed on site at Glens Falls Hospital <i>(e.g. HIV serology, molecular testing, chemistry procedures)</i>	50% discount of Glens Falls Hospital's specific charge schedule in effect at time of service
Microbiology only <i>(without morgue facility use)</i>	50% discount of Glens Falls Hospital's specific charge schedule in effect at time of service
Radiology fee - hospital technical fee	50% discount of Glens Falls Hospital's specific charge schedule in effect at time of service
Radiologist professional fee <i>(to be included in base fee)</i>	

Note: A one time start-up fee of \$2,000 will be invoiced to Warren County with first invoice

Toxicology services will be the sole responsibility of the County to contract for testing services at an outside lab