



2015 Supply Chain Services Work Plan

Waste				
Reduce the amount of waste generated				
Dimension Driver and Tactics	Owner	Timing	Status	Completed
<ul style="list-style-type: none"> Improve waste segregation and minimization leading to lower costs in refuse management Rethink, reduce, reuse and recycle 				
Equipment Management <ul style="list-style-type: none"> Lifespan analysis to determine trade, donate or waste options Driving Factors <ul style="list-style-type: none"> ○ Patient Care ○ Quality ○ Cost ○ Diverse vendor / Sustainability 	KR, MW, BS, MR	Q4 2015	Karen R and Dana revised Purchasing language that was added to RFP template and purchasing handbook Created a reuse and recycling policy that outlines how items both medical and nonmedical equipment are either donated, reused, traded in, recycled, etc.	8-28-15 12-15-15
Define metrics on each listed to follow: <ul style="list-style-type: none"> Consider establishing criteria that allows us to determine when it is appropriate to be re-furnished or demonstration equipment. Determine a sustainability score for new pieces of equipment to allow measurement of the environmental impact of using a particular piece of equipment (including its Energy Star rating) 	KR, MW, DS	Q4 2015	Developed the following Sustainability Score creation: <ul style="list-style-type: none"> Energy Consumption <ul style="list-style-type: none"> ○ Energy Star Rated or EPEAT for appliances ○ Don Abbot on Energy use? Materials/chemicals of concern Life Span / Life cycle analysis End of life (vendor removal, disposal process) 	Ongoing – moved to 2016
	SK		Working on drafting the scorecard and creating space in Lawson/INFOR data entry location for score	
Maximize sterilization opportunity (Partner w/PN) <ul style="list-style-type: none"> Create balance between dollars, quality and sustainability Measure success by waste diversion and Dollars saved 	MW/ KC	Quarterly	Debated developing a quarterly reporting Structure One method for maximizing sterilization options would be selecting a single vendor for the service for the entire enterprise Lakeview Hospital took a tour of the Sterlmed facilities and	
	MW/KC	Quarterly		



Moving to metal pans in Surgery vs blue wrap	MW / KC	Quarterly	is working on expanding reprocessing items	
Blue Wrap recycling RH Surgery	MW / KC	Quarterly	Blue Wrap program is continuing to expand and is now under the direction of Merrick. Goals of including same day surgery centers in 2016 in the recycling program	
Waste Management at HPMG <ul style="list-style-type: none"> Evaluate and right size waste receptacles Implement viable recycling options 	KR/BG	annually	Contract with Allied Waste calls for annual audits at each site to evaluate waste streams. Currently evaluating reusable sharps containers at HPMG.	
	KR/BG	Ongoing 2014-2015		
Waste Diversion (Partner w/PN-EVS) <ul style="list-style-type: none"> Execute waste diversion activity such as redeployment, donation and recycle-thons Measure and report 	BS	Ongoing	<p>Created a reuse and recycling policy that outlines how items both medical and nonmedical equipment are either donated, reused, traded in, recycled, etc.</p> <p>Had a meeting with Intereum to discuss and develop reporting structure of items that are either donated, reused or recycled during a renovation or construction project</p> <p>Also created a pallet reuse and recycling policy</p>	
Cups (Partner w/PN) <ul style="list-style-type: none"> Implement organizational move from Styrofoam cups to a paper cup 	KR	QR-2014	<p>Replaced Styrofoam cups with compostable ones enterprise wide in 2014</p> <p>Added a recyclable Lid to standard purchasing processes in 2015</p> <p>Have been purchasing compostable or recyclable meal to-go containers as economically justifiable to replace Styrofoam</p>	<p>July 2014</p> <p>July 2015</p>



Materials/Resources					
Ensure environmentally preferred purchasing/contracting					
Dimension Driver and Tactics	Owner	Timing	Status	Completed	
<ul style="list-style-type: none"> Establish formal terms for how we will conduct our business in a long-term sustainable fashion 					
Reduced packaging <ul style="list-style-type: none"> Maximize Low unit of measure program for supplies Pallet recycling program(Partner w/PN) Staples “Smart size” packaging Device Packaging for device vendors(Partner w/PN) Evaluation of custom packs Evaluate Cardinal P3 and P4 items twice yearly. 	BJ, MW, KR BS, TC, ML, HA, KK KR KR MW BJ KR	Ongoing Q3-2014 2015 Ongoing	System Wide Pallet Solution (SBAR) Created a pallet reuse and recycling policy Staples change moved away from OM reuseable totes http://www.staplesadvantage.com/videos/smart-size/ see Melissa Palmer Email in share drive for details Needs a different approach <ul style="list-style-type: none"> Small 10K item comes in large box <ul style="list-style-type: none"> Fear of losing or damage Could be discussed at RFP level Tough to decide at VAT on packaging Surgery Packs cardboard cannot be reused per regulations. Carts idea could not be implemented due to logistics of packs getting delivered.	August 2015	
Body Fluid management (Partner w/PN) <ul style="list-style-type: none"> Maximize Neptune use 	MW, MR		Acquired several Neptune 2's across the system and an RFP that was issued for contract housekeeping services for some of our care delivery facilities. Will continue to use as economically justifiable		
Linen Management			Paper vs Reuseable analysis		



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<ul style="list-style-type: none"> Minimize disposable paper items with linen use 	KR, BS	Ongoing	Pick 2 items at a time to go after	
Small Equipment Procurement <ul style="list-style-type: none"> Commitment to energy star rating Minnesota based purchasing commitment (Itasca and central corridor workgroup) 	KR, MW KR DS	Ongoing	Under 100K RFP single/group purchases RH Warner Stellan PN Excelsior Appliance Purchasing Language being revised	8-28-15
Vehicle fleet management (Partner w/PN) <ul style="list-style-type: none"> Commitment to fuel efficient vehicles for replacement vehicles Commitment to reutilizing vehicles within system 	BS, TC, KR	Q3 2015	Created a Fleet Management Policy	July, 2015
Physical Inventory Management <ul style="list-style-type: none"> Fully implement reusable bin system across the organization Implement mobile handheld technology at HPMG locations where impact can be maximized 	BJ, ML, HA, SK SK	Ongoing Q1-2015	RH storeroom pick tickets have been converted to reusable red bins instead of plastic bags	
Battery Recycling – Disposal process	MR KC		Moved to 2016	



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<p>Continuous support of E-commerce for procurement transactions (Partner w/PN)</p> <ul style="list-style-type: none"> Maximize EDI use 	MW, KR, SK		<p>Current EDI status?</p> <p>No touch purchasing to payment</p> <ul style="list-style-type: none"> Vendors screened prior 	
<p>Paper reduction</p> <ul style="list-style-type: none"> Deliver 10% + paper reduction to the organization Define tactics (duplexing, fax elimination, printer management) Maximize in house copy center usage Create and execute and effective measurement structure 	BS, BS, BS	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>New tracking doc created</p> <p>Right Fax implementation is moving along</p> <p>RH purchase new Konica device Created redundancy for less downtime</p> <p>See system annual paper reduction data</p>	
<p>Create and execute video conferencing solution (Partner w/PN-IT)</p> <ul style="list-style-type: none"> Partner with IT 	BS, IT	Q1-2015		
<p>Create and execute sustainable furniture solution</p> <ul style="list-style-type: none"> Partner with Facilities 				



Infrastructure Development

Ensure all segments of HealthPartners have access to Sustainability Program

Dimension Driver and Tactics	Owner	Timing	Status	Completed
<ul style="list-style-type: none"> Standardize access to and benefits of sustainability program. 				
Support all GT at all levels of the organization <ul style="list-style-type: none"> Representation from a supply chain perspectives Manage initiatives related to Supply Chain 	MW, BS, MR, VM, TC, BG	Ongoing		
Community Benefit reporting <ul style="list-style-type: none"> Evaluate current process in place Establish metrics to determine value of tangible goods donated Create standardized mechanism for reporting benefits 	BS, DS, SM		All weight diverted data runs through Sam and Dana for reporting All expense donation amounts run through Finance <ul style="list-style-type: none"> Only for donations to non-profits Employee items cannot be utilized 	
Mercury minimization (Partner w/PN) <ul style="list-style-type: none"> Develop and execute policy and plan Incorporate mercury into value analysis process 	KR - KC	Q4 2015		
PGH requirements <ul style="list-style-type: none"> Identify policy statements and practices not in place and implement 	BS, DS, SM	Q4 2015		