Health Services
LOS ANGELES COUNTY

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313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

Tel: (213)240-8101
Fax: (213) 481-0503

www.dhs.lacounty.gov

To ensure access to high-quality, patient-centered, cost-effective health care to Los Angeles County residents through direct services at DHS facilities and through collaboration with community and university partners.

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June 20, 2013

TO: Each Supervisor

FROM: Mitchell H. Katz, M.D. for MK
Director

SUBJECT: **CRITERIA FOR REPLACING THE DEPARTMENT OF HEALTH SERVICES' EQUIPMENT**

On April 30, 2013, your Board instructed the Department of Health Services (DHS) to report back with regard to the criteria being used to prioritize the replacement of DHS equipment.

As part of the procurement process, DHS uses the following criteria to determine the priority and timing for replacement of its equipment:

1) Each facility follows established guidelines and processes, which include recommendations from each service area, including physicians, nurses, and pharmacists, to establish a priority list based on factors such as utilization and condition of equipment. Upon reaching consensus within each service area, the priority list is then forwarded to the local facility's administration for further consideration.

2) Each facility's administration reviews each request for accuracy as well as financial feasibility. Once agreement is reached between the local facility administration and all clinical staff making the recommendation(s), the list of priorities is forwarded to DHS Headquarters for further analysis and consideration. At that point, DHS further evaluates each facility's request, taking into consideration additional factors such as the alignment between the recommended procurement(s) and departmental strategic goals;

3) A $10 Million Revolving Fund has been established within DHS to fund recommended and approved equipment procurement and any associated capital projects.

As DHS continues to move toward implementation of the Affordable Care Act, we will continue to actively monitor the needs of our facilities in order to provide our patients with the highest quality of health care. We will continue to keep your Board fully apprised of progress made in this important area. Should you have any questions, please feel free to contact me.

MHK:st

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors