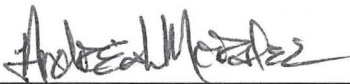


## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

ANDREA MORALEZ, CNO

PRINT NAME AND TITLE

19JAN2024

DATE

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual:    Db:   
Kahuku Medical Center and Hospital Board                      Kahuku Medical Center

Amount of State Funds Requested: \$ 606,304

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Kahuku Medical Center respectfully requests funds to purchase the following:  
 - 2 Transport Vans outfitted to accommodate both stretchers and wheelchairs: this will enable us to provide transport for patients to/from needed medical care for whom this would otherwise be cost-prohibitive.  
 - New Electronic Medical Record system for our Outpatient Services: our current system lacks the ability to provide the needed quality and financial data to manage patient care and does not have the functionality for Value Based Care.

Amount of Other Funds Available:

State:                      \$ 0  
 Federal:                      \$ 0  
 County:                      \$ 0  
 Private/Other:                      \$ 0

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 500,000  
 Unrestricted Assets:  
 \$ 5,145,518

New Service (Presently Does Not Exist):     Existing Service (Presently in Operation):

Type of Business Entity:


501(C)(3) Non Profit Corporation  
 Other Non Profit  
 Other

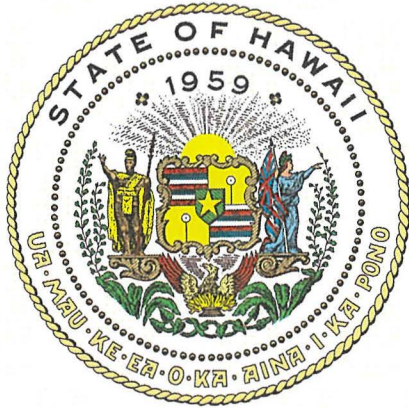
Mailing Address:

56-117Pualalea Street  
 City:                      State:                      Zip:  
 Kahuku                      HI                      96731

Contact Person for Matters Involving this Application	
Name: Matt Mamizuka	Title: Chief Operating Officer
Email: mmamizuka@kmc-hi.org	Phone: 808-293-6273

Federal Tax ID#: [REDACTED]	State Tax ID# [REDACTED]
--------------------------------	-----------------------------

                      Andrea Moralez, CNO                      01/19/2024  
 Authorized Signature                      Name and Title                      Date Signed



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

KAHUKU MEDICAL CENTER

was incorporated under the laws of Hawaii on 03/21/2007 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 18, 2024

Director of Commerce and Consumer Affairs

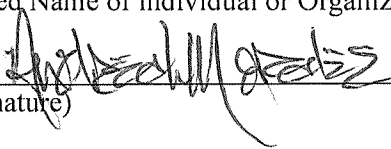
**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section I, of the Constitution the State cannot provide " ... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution ... ").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

<u>Kahuku Medical Center</u> (Typed Name of Individual or Organization)	
	01/19/2024
(Signature)	(Date)
<u>Andrea Morales</u>	<u>Chief Nursing Officer</u>
(Typed Name)	(Title)



# Kahuku Medical Center

*Friends and Family Taking Care of Friends and Family*

## Declaration Statement

Kahuku Medical Center (KMC) maintains compliancy with the "Standards for the award of grants and subsidies" under Section 42F-103, Hawaii Revised Statutes. KMC is approved by the Dept. of Health and Human Services/Health Resources and Services Administration to operate as a Critical Access Hospital and a Rural Health Center and was designated as a nonprofit organization by the Internal Revenue Service in 2006. KMC adheres to a discrimination policy committed to promoting workplace inclusion in all demographic areas and prohibits discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, and disability. KMC agrees to use state funds only for the established activities of the grant awarded and will not use state funds for entertainment or lobbying activities. KMC will grant full access to our records, reports, files, and other related documents for the purposes of monitoring, measuring of effectiveness, and ensuring the proper expenditure of the grant. KMC attests to having bylaws/policies that describe the manner in which the activities awarded by the grant shall be conducted or provided. KMC has a governing board of 6 members who have no ma

## Public Purpose

Based on 2020 census data, the poverty rate in rural Hawai'i is 11.6%, compared with 8.2% in urban areas of the state. Of KMC's patient population, nearly 40% receive medical coverage through Medicare or Medicaid and almost 50% of patients are at the Federal Poverty Level. Despite KMC's ongoing efforts to expand service offerings and address gaps in patient care, many local residents continue to struggle with significant barriers to access, including compromised road conditions and notorious traffic patterns, as well as insufficient housing and very low income.

The growing shortage of affordable housing and the challenges posed by the high cost of living are evident in the widespread prevalence of multigenerational housing seen across the islands. Census Bureau information shows that Hawaii ranks first in the nation for the highest percentage of multigenerational families living together in a single household (7.7% of all households).

The acquisition of two transport vans and the implementation of a new Electronic Medical Record (EMR) system are vital components of a comprehensive strategy to address accessibility challenges related to social determinants of health specific to the community of Oahu's North Shore and Ko'olauloa region. The transport vans will play a pivotal role in overcoming transportation barriers, ensuring that residents, particularly those facing economic challenges due to lack of insurance coverage for transportation, have reliable means to reach healthcare facilities. By addressing transportation issues, we aim to bridge a significant gap in access, as lack of reliable transportation often exacerbates health disparities.

Simultaneously, the introduction of the EMR system aligns with our commitment to addressing social determinants of health by enhancing the overall quality and efficiency of healthcare services through data analysis and care management tools. The system will enable seamless information sharing among other healthcare providers in the area, facilitating more holistic and coordinated care. This technological upgrade is especially crucial in a community where comprehensive healthcare solutions are essential for tackling social determinants such as economic instability and limited access to specialty medical services due to transportation challenges.

In summary, the combined impact of the transport vans and the EMR system will not only improve physical access to medical services but also contribute to a more equitable and integrated healthcare approach, directly addressing social determinants of health prevalent in the North Shore and Ko'olauloa region.

Andrea Morales, RN, BSN, MA  
Chief Nursing Officer

01/19/2024

Date

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

#### **1. Certificate of Good Standing (If the Applicant is an Organization)**

See attached.

#### **2. Declaration Statement**

See attached.

#### **3. Public Purpose**

See below in Section II. 3 and attached.

### **II. Background and Summary**

#### **1. BRIEF DESCRIPTION OF THE APPLICANT'S BACKGROUND**

Kahuku hospital was originally built by the Kahuku Plantation Company in 1899 to provide medical care for plantation workers and their families. The hospital served the communities of Kaaawa, Kahana, Laie, Kahuku, Waimea, and Pupukea, and was operated by the plantation management who hired the doctor and sent nurses to be trained in Honolulu. In 2006, Kahuku Hospital became Kahuku Medical Center, a not-for-profit 501(c)3, critical access hospital and rural health clinic, serving a patient population that spans the North Shore and Ko'olauloa regions. Today, Kahuku Medical Center remains the only hospital within a 30-mile radius, making it crucial for emergency and primary care services in the area. The center offers a range of services including family and internal medicine, pediatrics, dental health, physical and occupational rehabilitation, mental health, imaging, laboratory, podiatry, sports medicine, and preventive care.

Kahuku Medical Center provides quality healthcare, promotes wellness and is known for its culturally diverse, personal approach in the community.

#### **2. GOALS AND OBJECTIVES RELATED TO THE REQUEST**

As the only hospital providing both acute and skilled nursing care in a 30 mile radius within a rural setting, KMC aims to provide as many services as possible to our local community to reduce the burden of healthcare disparities and improve accessibility to



struggle with significant barriers to access, including compromised road conditions and notorious traffic patterns, as well as insufficient housing and very low income.

The growing shortage of affordable housing and the challenges posed by the high cost of living are evident in the widespread prevalence of multigenerational housing seen across the islands. Census Bureau information shows that Hawaii ranks first in the nation for the highest percentage of multigenerational families living together in a single household (7.7% of all households).

## **5. GEOGRAPHIC COVERAGE**

As the primary medical provider on the North Shore and Ko'olauloa regions, KMC continues to fill a major role in providing health services to the local community and the Island of Oahu. The hospital, emergency room, and main family medicine clinic is located in Kahuku, with a satellite family medicine clinic located in Haleiwa, but is open to anyone with the primary target being residents along the coast from Kailua to Wahiawa.

## **III. Service Summary and Outcomes**

### **1. & 2. SCOPE OF WORK, TASKS, RESPONSIBILITIES AND TIMELINE**

KMC's Chief Operating Officer will work directly with vendors to ensure the vehicle and equipment purchased meet the specifications needed and are fit for purpose. The purchase will take place by June 2024 for deployment within the community by August 2024.

KMC's Chief Information Officer will work closely with contractors and clinical staff to implement a new electronic medical record that will kick off in March 2024 and planned go-live in December 2024.

### **3. QUALITY ASSURANCE AND EVALUATION PLANS**

KMC has an active and robust quality improvement and compliance program. Quality and performance improvement activities of KMC represent an integrated multidisciplinary effort by all of its employees, including: Medical providers, clinical and non-clinical management, mid-management, and program managers are active in addressing quality management components at KMC through the following: Patient Care/Peer Review Committee; Quality Improvement Committee; Compliance and Risk Management Committees; Rural Health Provider Committees; Disaster Preparedness Committee; Clinical Leadership Team; and the Executive Leadership Team. Improvement of the overall



organization is addressed through the Quality Improvement Committee, the Executive Leadership Team, and the Board of Directors.

**4. MEASURES OF EFFECTIVENESS**

The effectiveness of the transport van deployment project will be measured by screening and claims data collected over time that shows a reduction in the occurrence rate of positive screens for transportation barriers. It will also include the number of times the transport vans are utilized to overcome those transportation barriers and cost-savings to community members.

For the electronic medical record implementation, the effectiveness will be measured by an increase in our HEDIS measurements and utilization of chronic care management as evidenced by claims data reflecting the organizations efforts to move towards value-based care.

**IV. Financial**

**1. BUDGET**

KMC is requesting \$606,304 to purchase 2 transport vans and electronic medical record software to identify and address accessibility barriers within our community.

See attached budget pages.

**2. ANTICIPATED QUARTERLY FUNDING.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$406,304	\$100,000	\$100,000	0	\$606,304

**3. SOURCES OF FUNDING SEEKING FOR FISCAL YEAR 2024**

KMC will be utilizing its own resources as needed for any additional costs related to staff to operate the vehicles and implementation of the electronic medical record software.

**4. STATE AND FEDERAL TAX CREDITS**

KMC is not, and will not, be pursuing tax credits for the transport vans or the electronic medical record implementation.

**5. PRIOR THREE YEARS AND FISCAL YEAR 2024 PROGRAM FUNDING**

The transport van program and electronic medical record implementation are new initiatives for KMC.

## **6. BALANCE OF UNRESTRICTED CURRENT ASSETS AS OF DEC. 31, 2022**

As of December 31, 2022, KMC's balance of unrestricted assets is \$5,145,518.

## **V. Experience and Capability**

### **1. NECESSARY SKILLS AND EXPERIENCE**

KMC is a non-profit critical access hospital and rural health clinic that has served the community for over 100 years. The growth of both the physical and program aspects of KMC over the past 10 years demonstrates KMC's experience and ability to plan and manage financial resources and capital development activities. KMC has actively participated in quality programs, both federal and state, to actively address issues related to improving the health of the local community by identifying and addressing healthcare disparities. Other programs related to this effort include the Food Prescription Program supported by the Gus Schumacher Nutrition Incentive Grant. KMC has the required IT resources and quality leaders experienced in developing and implementing successful programs and initiatives.

### **2. FACILITIES**

Kahuku Medical Center's main campus is located on approximately 7 acres of land on the North Shore of Oahu in the Ko'olaupoko region, proudly serving 'ohana from Kualoa to Waimea. KMC Haleiwa, Kahuku Medical Center's satellite clinic constructed in 2022, provides easier access and healthcare equity to people of all ages, from keiki to kupuna, from Waimea to Waialua.

Kahuku Medical Center is a trusted community partner and continues to listen to its community to expand and provide new, quality healthcare services in both locations, with the support of state funding and grants.

## **VI. Personnel: Project Organization and Staffing**

### **1. PROPOSED STAFFING, STAFF QUALIFICATIONS, SUPERVISION/TRAINING**

Staffing is not included in this budget. Supervision of the transport van program will be accomplished through the existing department under the COO. The electronic medical record implementation will be directed by the IT department and clinical quality leaders. Supervision/training is provided for all positions at KMC.

**2. ORGANIZATIONAL CHART**

See attached organizational chart.

**3. COMPENSATION OF HIGHEST PAID EMPLOYEES**

POSITION	SALARY
Chief Medical Officer	\$200,000 – \$240,000
Chief Executive Officer	\$200,000 - \$240,000
Chief Financial Officer	\$180,00 - \$210,000

**VII. Other**

**1. LITIGATION**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

**2. LICENSURE OR ACCREDITATION**

There is no specific licensure or accreditation required to operate the transport vans or implement the electronic medical record.

**3. PRIVATE EDUCATIONAL INSTITUTIONS**

The grant request is to purchase transport vehicles and electronic medical record software. KMC is a critical access hospital and rural health clinic. Funding will not support or benefit a sectarian or non-sectarian private education institution.

**4. FUTURE SUSTAINABILITY PLAN**

This request is for initial start-up for these 2 programs and will be continued through a combination of funds received through the normal CIP process and any future grants that KMC receives.





## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant:                     Kahuku Medical Center                    

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Electronic Medical Record Software	1	\$3,000.00	\$ 3,000.00	3000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	1		\$ 3,000.00	3,000

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Ford Transit Sunset Van High Roof/Extended Length	2.00	\$153,152.00	\$ 306,304.00	306304
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	2		\$ 306,304.00	306,304

**JUSTIFICATION/COMMENTS:** We plan to deploy 2 transit vans equipped to transport patients.

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant:           Kahuku Medical Center          

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Kahuku Medical Center

Contracts Total: 500,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	GusSchumacherNutritionIncentiveGrantProgra	09/15/22-09/14/24	US Dept. of Agriculture	U.S Federal	500,000
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# Kahuku Medical Center

Friends and Family Taking Care of Friends and Family

## Organizational Chart

