



RALPH M. TERRAZAS
FIRE CHIEF

January 10, 2022

BOARD OF FIRE COMMISSIONERS
FILE NO. 22-009

TO: Board of Fire Commissioners

FROM:  Ralph M. Terrazas, Fire Chief

SUBJECT: REQUEST FOR ACCEPTANCE OF FIRE FOUNDATION FUNDS FOR
SIMPLE PRACTICE SUBSCRIPTIONS

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

SUMMARY

The Los Angeles Fire Department (LAFD) is submitting a request for the acceptance of Los Angeles Fire Department Foundation funds to purchase two additional monthly subscriptions to Simple Practice. Simple Practice is an electronic health record management system that satisfies both HITRUST and Health Insurance Portability and Accountability Act (HIPAA) security requirements. It also allows the Department Psychologists to conduct therapeutic services electronically, which has been beneficial for clients who cannot make it into the office, especially during the pandemic stay-at-home order.

Submitted in accordance with the Los Angeles Administrative Code, Ordinance 155514, Article 12, Section 5.111.4(a), which provides for the receipt of gifts and bequests of personal property to be utilized by the Fire Department, not exceeding \$5,000.00 in market value shall be submitted to the Board of Fire Commissioners for acceptance or rejection.

RECOMMENDATION

That the Board:

Approve this report and accept the donation from the Fire Foundation in the amount of \$1,176 that will provide two additional clinicians in addition to the subscriptions already funded by the Department for the Fire Psychologists.

FISCAL IMPACT

There is no fiscal impact to the Department's budget.

DISCUSSION

The Behavioral Health Program (BHP) was recently awarded the Motorola Grant that includes a stipend for two doctoral level students to gain knowledge and training with working with first responders, specifically firefighters. This will be a huge benefit for our Behavioral Health Program (BHP) as we are consistently struggling to keep up with the

demand for services. Therefore, the students who hold master's degree and are in the last stage of obtaining their doctorate degrees will be able to tackle this waitlist while under the direct supervision of the Fire Psychologist.

Currently, the LAFD pays for a monthly subscription to Simple Practice for two clinicians. The Fire Psychologists provide therapeutic services to members of the LAFD. In keeping in line with federal and state regulations as well as the California Board of Psychology, every therapeutic interaction requires the psychologist to write a therapeutic progress note. This is all done electronically via Simple Practice. Continual use of Simple Practice is integral because we are mandated by law to keep client records for seven years after they have terminated treatment.

CONCLUSION

This management system has allowed the BHP office to streamline appointments and work efficiently with our clientele as well as maintain appropriate records. In order to have the students come onboard, we need to add them to the electronic health record. The Fire Foundation will pay for the addition of two student clinicians to the Simple Practice platform.

Board report prepared by Fire Psychologist, Doctor Krystal Madrid, Behavioral Health Program.