

SUPREME HOSPITAL REPORTING SYSTEM (HRS) PROGRAM 2023-2024

OBJECTIVE: The objective of the Supreme Hospital Reporting System (HRS) Program is to encourage Military Order of the Cooties (MOC) members to actively participate in hospital visitations and volunteer work. A goal of \$250.00 credit per Cootie has been established for the 2023-2024 program year.

SUPREME HOSPITAL REPORTING SYSTEM PROGRAM OVERVIEW: For the 2023-2024 program year; all reports shall be entered in to the web-based HRS at <https://hospital.cootie.org/> A link is provided on the Supreme Hospital Reporting page at <https://lotcs.org/hospital.html>.

1. Pup Tent Hospital Chairpersons or designee is responsible for entering the Pup Tent's hospital reporting data.
2. Grand Hospital Chairpersons or designee is responsible of the approval or disapproval of data submitted by the Pup Tents.
3. Supreme level report approvals/disapprovals are the responsibility of the Supreme Hospital Commissioner or one of the Deputy Supreme Hospital Commissioners.
4. A login is required to enter data, approvals, and disapprovals. The Supreme Hospital Commissioner provides login credentials through the Supreme Code Slinger.
5. The Supreme Hospital Report is located on the HRS dashboard and can be viewed without logging in.
6. Training videos are also available (without logging in), on the HRS dashboard.
7. Grand Hospital Chairpersons coordinates with Pup Tents not able to enter data in to the HRS and enter the data for the Pup Tents.
8. Pup Tents not in a Grand enter their own data and will be approved or disapproved by the Supreme Hospital Commissioner or a Deputy. Training and reporting assistance can be provided upon request.

SUPREME HOSPITAL COMMISSIONER

Denis Querrard (NH), 30 Laurel St., Whitfield, NH 03598

Telephone: 603-254-0709. E-mail: Vfw.dquerrard@gmail.com

DEPUTY COMMISSIONERS

Eric Bell (MI), 37975 Grantland St. Livonia, MI 48150

Telephone: 734-389-9498. Email: roadrunnerdaddy@hotmail.com

Marjorie "Maggy" Wesley (MS), 40036 Vernon Rd., Gattman, MS 38844.

Telephone: 662-369-7923. E-mail: bwesley49@ymail.com

Walt Tanimoto (WA), 27516 139th Ct. SE., Kent, WA 98042.

Telephone: 253-797-6933. E-mail: wttanimoto@gmail.com

FORMS

Blank Hospital Program forms are located on the Supreme website under the Hospital tab at <https://www.lotcs.org/forms>.

CREDIT ALLOWANCE

(For additional information refer to the Supreme Hospital Reporting Guide)

1. *Transportation Credit:* \$0.14 per mile per Cootie, for visitation and transportation of veterans to and from hospitals, domiciles, nursing homes, etc., where sick veterans are visited, excluding family members.
2. *Tolls:* Report actual cost under “mileage” as required.
3. *Hours:* Volunteer visitation, preparation hours, and travel time credited at **\$31.80** per hour per Cootie. Travel time limited to actual hours expended.
4. *Veteran’s Funeral Credit:* Credit each Cootie at **\$31.80** per hour, for the number of hours it may require and \$0.14 per mile round trip for attendance at any veteran’s funeral. (If more than one Cootie rides in a vehicle, only the driver of the vehicle gets the mileage credit.) Remember that deceased veterans deserve an Honor Guard.
5. *Warrior Call Credit:* Calling veterans to check on welfare, comradeship, and keeping the lines of communication open. Record call time per veteran called in hours block.
6. *Mail/Correspondence Credit:* **Pen Pal letters, One-way cards or One-way letters** get 0.2 (twelve minutes) per letter or card with materials/postage cost of \$4.00 listed as a “Gift”.
7. *Gifts:* Actual retail cost of the item. By definition, “gifts” include anything bought by the MOC for use or appreciation by the hospitalized veteran. For homemade or home-grown items, the cost is estimated, but never more than retail. Used items are reported at no more than one half their actual costs, keeping in mind the useful life of the item. Operation UP-LINK Calling card donations are credited under this section of the hospital report form.
8. *Clothing Credit:* Itemize all clothing on the Hospital Chairperson’s report form or attach to the report an itemized consolidated sheet. Using the following guides for costs on used items: <https://goodwillnne.org/donate/donation-value-guide/> or <https://satruck.org/home/DonationValueGuide>
9. *Hospital Equipment:* Donated hospital equipment can be credited, but hospital equipment loaned to individuals is reported to your VFW Post Hospital Program.
10. *Blood Donations:* Report blood donations to the Supreme Blood Program Chairman at <https://lotcs.org/blood.html>.
11. *Activities and items not stated:* Contact the Supreme Hospital Chairman or designated Deputy.

PUP TENT HOSPITAL REPORTING SYSTEM (HRS) LEVEL PROGRAM

1. Pup Tent Seam Squirrels shall appoint a PUP TENT HOSPITAL CHAIRPERSON.
2. Pup Tent Hospital Chairpersons coordinates and encourages the Pup Tent to take an active part in hospital visitations and volunteer work.
3. Pup Tent Hospital Chairpersons shall keep accurate records of activities and donations for the Pup Tent, and ensures the report is accurate based on MOC reporting guidelines.
4. The Hospital Chairperson consolidates individual reports, using the current Pup Tent Hospital Report form and either upload the form or manually enter the data in the on-line Hospital Reporting System (HRS). Pup Tent reports should be submitted by the 10th of the month to the Grand.
5. Final reports for the 2023-2024 program year includes activities through 31 May 2024, and must be approved by Supreme level in the HRS by 5 June 2024.

BLACK DIVISION PUP TENT HOSPITAL REPORTING SYSTEM (HRS) LEVEL PROGRAM

1. Pup Tent Seam Squirrels shall appoint a PUP TENT HOSPITAL CHAIRPERSON.
2. Pup Tent Hospital Chairpersons coordinates and encourages the Pup Tent to take an active part in hospital visitations and volunteer work.
3. Pup Tent Hospital Chairpersons shall keep accurate records of activities and donations for the Pup Tent, and ensures the report is accurate based on MOC reporting guidelines.
4. Pup Tent Hospital Chairpersons consolidates individual reports, using the current Pup Tent Hospital Report form and either upload the form or manually enter the data in the on-line Hospital Reporting System (HRS).
5. Pup Tent reports should be submitted by the 10th of the month. The Grand Hospital Chairperson will approve or disapprove the data submitted.
6. Final reports for the 2023-2024 program year includes activities through 31 May 2024 and must be approved by Supreme level in the HRS by 5 June 2024

GRAND HOSPITAL REPORTING SYSTEM (HRS) LEVEL PROGRAM

1. Grand Commanders shall appoint a GRAND HOSPITAL CHAIRPERSON.
2. Grand Hospital Chairpersons assists and encourages Pup Tents within their jurisdiction, to take an active part in hospital visitations and volunteer work.
3. Grand Hospital Chairpersons using MOC hospital reporting guidelines reviews Pup Tent reports for accuracy and either approves or disapproves the data entered. Pup Tent reports should be submitted and approved by the 10th of the month. Once all Pup Tent reports have been approved, the Grand Hospital Chairperson submits the Grand report for approval to the Supreme Commissioner or a Deputy.
4. Final reports for the 2023-2024 program year includes activities through 31 May 2024 and must be approved by the Supreme Commissioner or Deputy in the HRS by 5 June 2024

SUPREME HOSPITAL REPORTING SYSTEM (HRS) LEVEL PROGRAM

1. The Supreme Commander shall appoint the SUPREME DISTRICT HOSPITAL COMMISSIONER and DEPUTY COMMISSIONERS as needed.
2. The Supreme Commissioner and Deputies encourages Pup Tent and Grand Hospital Chairpersons to take an active part in hospital visitations and volunteer work.
3. The Supreme Commissioner and Deputies ensures the Supreme Hospital Program operates within the highest traditions of the MOC and the Veterans of Foreign Wars at all Veterans Administration medical facilities, community nursing homes, and other similar facilities.
4. The Supreme Hospital Commissioner ensures required forms are available for download on the Supreme website.
5. The Supreme Hospital Commissioner with the Supreme Code Slinger ensures HRS login credentials are available and the system is running properly.
6. The Supreme Hospital Commissioner ensures each Pup Tent, Grand, and District achieving 100% or greater in hospital work receives a citation at Supreme Convention.
7. The Supreme Hospital Commissioner advocates and encourages participation in the MOC VAVS Program.
8. The Supreme Hospital Commissioner provides a list of Grands and Pup Tents 100% or greater in hospital work to the Supreme Quartermaster.

9. The Supreme Commissioner and Deputies, shall assist Pup Tent and Grand Hospital Chairpersons in data entry in the HRS and provide HRS training upon request.
10. The Supreme Hospital Commissioner provides the annual hospital program goals and the Supreme Hospital Report to the Supreme Editor/Webmaster, with pertinent data for publication in the Cootie Courier and the Supreme website.
11. Final reports for the 2023-2024 program year includes activities through 31 May 2024 and must be approved at the Supreme level no later than 10 June 2024.

HOSPITAL PROGRAM AWARDS

1. Pup Tents achieving 100% in hospital work:
 - a. Receives a citation from Supreme at the Supreme Convention.
 - b. Pup Tents achieving 100% may purchase a 100% Hospital Program Plaque for display in their Post Home.
 - c. Pup Tent Hospital Chairpersons achieving 100% may purchase a special 100% Hospital Program pin.
2. Grands achieving 100% in hospital work:
 - a. Receives a citation from Supreme at the Supreme Convention.
 - b. Grand Hospital Chairpersons achieving 100% may purchase a special 100% Hospital Program pin.