

## **CMHAMM IS Work Group**

### **Meeting Minutes 3/24/04**

CEI – Joanne Holland, Chuck Dougherty      Manistee-Benzie – Brenda Monk  
Gratiot – Scott Overfield, Heather Betts      Newaygo – Randy Betts, Debbie Cline  
Ionia – Lori Richardson, Andy Igel

1. Residential Unbundling – CEI has been unable to obtain definitive information on the preferred time frame for unbundling residential services. Originally the work group agreed to go back to January 1, 2004. However, in light of the risk to funding through the re-basing process. The work group agreed to go back to October 1, 2003 and resubmit the 837 files with the CLS and Personal Care data.
2. FY 03/04 Encounter Data
  - a. Current 837 files have not been error checked. Boards agreed to wait for error checking until their 837 files have been resubmitted to CEI with the unbundled residential services.
  - b. QI Response Reports – The DCH QI response reports will be processed and sent out to next week.
  - c. Boards agreed to use the unit of UN on the Professional format (DAY will be rejected) for CLS and Personal Care. Each consumer would have one UN of CLS and one UN of personal care. There should not be two units of either on the same day. It is okay to series bill these claims. The 837 software used by the affiliates will produce individual service lines, which can still be processed by CEI and DCH.
  - d. Behavior Management Reviews – Confirmed that the review should be reported according to the Client perspective. For example, if five staff were present at a review. Only one encounter would be reported for the consumer, not five.
3. 02/03 Data Comparison – CEI finalized their review with DCH and found there was a .07% data loss. CEI will attempt to resubmit this data to DCH in order to account for all services. Affiliates do not have to do anything in this process. Data will be extracted from the existing 837 files.
4. Counting “Down Time” for the Affiliation QI Indicators – The Work Group agreed to subtract from available hours if the agency closes due to weather. However, if there is a power outage during business hours this would be considered down time.
5. New Work Group Charge: Consistent deployment of technology between members – In order to assist Core Group in understanding the technology. The work group will develop a chart that identifies systems currently in place at each board and estimate costs to change from or to those systems.
6. Validation of 837 (Redix vs. Roger) – Andy Igel indicated that the software Dale is developing is free to the Boards and should be available next week.
7. Data Warehouse – Brenda Monk inquired if anyone has developed a data warehouse for data submissions, separate from Echo. This will be accomplished in the future from the PIHP perspective to have such a warehouse for all of the data submissions. Currently, submissions are maintained in a file system with the program code used and data reported for that period.

8. Changes to MMPBIS reporting – Brenda Monk asked if anyone had received information on the new reporting formats to handle the Medicaid/Non-Medicaid split. No additional information has been received from DCH. IS departments have reviewed or are in the process of reviewing the eight indicators that are changing and anticipate having to update the reports needed.
  
9. EQRO Preparation – Chuck Dougherty reviewed the 3 mandatory protocols that DCH has chosen to follow. We do not believe we will need to comply the Appendix Z. The QI workgroup has been working on the EQRO Preparation and IS will be available for questions.

Next Meeting – May 26th, 10:00 – 12:00 at Ionia CMH

Joanne Holland  
CEI Business Analyst