

**Provider Network Management Workgroup  
Meeting Minutes**

**6/16/04**

**Present:**        **Andrew Hewat, CEI CMH**  
                  **Cindy Ingersoll, Newaygo CMH**  
                  **Roger Caris, Gratiot CMH**  
                  **Chip Johnston, Manistee-Benzie CMH**  
                  **Sally Johnson , Ionia CMH**

**Excused:**        **Carolyn Hilley, Gratiot CMH**  
                  **Marilyn Snell, Newaygo CMH**

**1) Reports**

Quality & Competency Reports were reviewed for the following:

Gratiot:            **McBrides Quality Care (AFC and CLS)**  
                          **Pine Point AFC**

Manistee-Benzie:    **Darby Marino, Jan Gulliver-Klein, LaBrenda Pike—OPTs**  
                          **Tamlynn Nevins, RN**  
                          **Susan Llwellyn, Geriatric Specialist**  
                          **Choice Services (SIP)**

Ionia:              **Anid AFC**  
                          **Hope Network Mercy Respite**  
                          **Family Living AFC**  
                          **Hudson's Country Manor (AFC)**

**2) DCH Site Visit**

Reviewed and discussed site visit protocols and last year's plan of correction. Determined workgroup documentation to pull as evidence of workgroup activity. Andrew is heading up this project.

**3) August Retreat**

Agenda and attendees have not yet been determined. Will pull together a plan for preparing for the retreat if needed.

**4) Work Goals**

Reviewed status on work goals:

- a) Contract Language: Chip is starting to get some documents from Dave Short.
- b) Database: Everyone is working on populating the database. May need to upgrade Access at each CMH.
- c) Policy Review: Andrew presented revisions to Consumer Advisory Council. Waiting for their response before submitted to Core Group for approval.
- d) Rate Comparisons: Will continue once database completed.
- e) Provider Communications: No report
- f) Consumer Involvement: All CMH's to utilize consumers in Q&C process. PNM Workgroup is on a regular reporting schedule with the Consumer Advisory Council. Cindy is liaison between Advisory Council and PNM Workgroup.
- g) Best Value: No report
- h) General: Andrew will bring a draft of revised Provider Application and the latest suggested Q&C form revisions to the next meeting in August.

**5) Other**

- a) IMD: Discussed relevance to AFC's. There is some difference and/or question in the interpretation of the definition and to whom this applies. Ionia CMH will see if they can get a more definite answer from DCH on this issue.
- b) Forest View Meeting: Representatives for a couple of CMHs attended this meeting. Nothing was heard of significance in terms of Provider Management.
- c) Gryphon Place: Sally reported that Bill Pell from Gryphon Place (provider of 24 hour crisis line services) is interested in working with CMHAMM. Sally will forward their provider application to affiliates.

**6) Next Meeting**

**Wed, August 11, 10a.m.  
@Newaygo CMH**