

# Affiliation QI Group Minutes

## September 3, 2004

Present: Lynn, Sally, Paul, Susan, Chip, Liz

### **Issue: DCH Site visit**

Discussion: We will review recommendations when the final report is received. We should compare 03 findings to 04 findings

Action: Table until final report is received.

### **Issue: Compliance Officer**

Action: We will share job descriptions

### **Issue: Clinical Records Reviews**

Discussion: Committee is in favor of shortening items reviewed to those that are problematic or required by some reviewing body.

#### **Action:**

1. Moira to identify areas of deficiency from clinical record review data and report back to QI group
2. Lynn will aggregate local data into affiliation data using Susan's format
3. Effective October 1, 2004, we will review QI aggregate data from records reviews
4. Each affiliate will conduct local review of their own data.
5. Need future agenda item on how records data gets back to CMH programs

### **Issue: Standing Agenda items**

Discussion: Need to have some items addressed during each meeting. Clinical records should be a standing agenda item.

Action: Set standing agenda which includes clinical records

### **Issue: Medicaid Claims Report**

Discussion: As we reviewed the report we could not find current data for Manistee Benzie and thought CEI data was low. Changes in the report were discussed. For the next report due 10/31/04, we will report as an affiliation. The secondary review changes the formula that we use as well. Comments for the PIHP report will be pulled from the affiliate comments on individual quarterly reports. Paul will complete the hospital and crisis residential claims for all the affiliates. These include:

- Gerber
- Pinerest
- Forest View
- St. Lawrence
- Owosso Memorial
- Carson City
- Gratiot

## Memorial-Ludington

Paul will review 5% random selection of claims incurred between 6/1/03 to 5/31/04 or minimum of 2 cases per provider. If Paul does primary review, there will be no secondary review. Paul will carry a letter of consent signed by PIHP on behalf of the affiliates. All hospital claims will occur in the last quarter of review.

**Action:** Affiliates should send Paul list of inpatient cases.

### **Issue: EQR**

Discussion: Affiliates to provide data to CEI for 8 EQR indicators so can conduct dry one of numbers.

**Action:** Susan to provide MMBPIS methodology for 8 indicators

### **Issue: QISMC**

Discussion: Problems with study participants changing frequently. Gratiot has only had one change but others have had numerous changes in participants. Newaygo received surveys back from community physicians. Report is due 12/31.

**Action:** Send baseline review data.

Send info on problems with steady study sample

### **Issue: Satisfaction Surveys**

Discussion: On schedule

**Action:** Keep it moving!