

CMHAMM IS Work Group

Meeting Minutes 9/22/04

CEI – Joanne Holland, Chuck Dougherty
Manistee-Benzie – Brenda Monk
Gratiot – Scott Overfield, Heather Kohus

Newaygo – Debbie Cline
Ionia – Andy Igel

1. Encounter Reporting Status – Data through May 04 has been submitted to DCH. All submissions for FY03/04 will be in to DCH by October 31st. Will verify the due date of late data submissions (DCH indicated at a conference on 9/24 that all data for the fiscal year must be in by 12/31/04). Did clarify that reporting cannot cross fiscal years, therefore separate files for FY03/04 will need to be submitted.
2. QI & Encounter – DCH Response Files and Report Review – Joanne Holland demonstrated the QI and Encounter file submission process. Network storage, response files and DCH website for delivery and download were displayed. Samples of the response files and response reports were also reviewed. Andy Igel requested the raw files so he can run them through Dale Howe's software. Andy was asked to find out what additional data the reports may have, as it will require additional work for CEI to split the files. DCH currently combines all data submitted on a particular date into one response file.
3. Review of DCH Training Session Documents – Joanne Holland distributed and reviewed documents received at a recent DCH HIPAA training session. The documents included some encounter and sub-element comparisons between FY03 and FY04. Also, how DCH is determining HSW eligibility, including the schedule for submission of HSW services and payment determination. A letter was referenced in one of the presentations regarding the acceptance of only 4010A1 as of November 1, 2004. This letter, however, references providers and claims. Chuck Dougherty will take to the EDIT group to clarify whether this timeline applies to PIHPS/CMHSPs.
4. Setup required to use the encounter error checking software – In order to use the encounter error checking software each board will need to have a VPN and Citrix in place. It was determined that Redix will not be used in the error checking process. CEI will develop the software to perform the encounter error checks. Boards have the option of maintaining Redix in the event they receive an electronic claim from a provider, or discontinuing their maintenance plans.
5. Echo Peer-to-Peer Conference – The Echo conference is scheduled for November 7-10. Newaygo has put in a request to attend, Brenda Monk from MB will be attending, CEI will have some staff present. Ionia and Gratiot are not sure at this point if anyone will be attending from their boards. Brenda is expecting some documentation from Echo containing a brief description of the sessions, which she will forward to everyone when received.

Next Meeting – October 27th, 10:00 – 12:00 at Gratiot CMH

Joanne Holland

CEI Business Analyst