

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: Quality Improvement</p> <p>LOCATION: Ionia CMH</p> <p>DATE: 10/10/05</p>	<p>PRESENT: (please circle note-taker) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI <u>Lynn Charping, Gratiot</u> Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>	<p>cc: Work Group Members (list members' names) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI Lynn Charping, Gratiot Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>
---	--	--

New, Follow- up, Ongoing	Topics Discussed	Discussion/Decisions	Action/Responsible Party	Due Date	Status (complete, barrier to completion)
Ongoing	QISMC Project	<p>Coordination of Care Project – A conference call was held to review the project with Richard Coelho (CEI). Discussion included: Sampling:</p> <ol style="list-style-type: none"> 1. statistically significant sample size 2. representative of the population being studied 3. acceptable margin of error 4. per DCH project participants need to be a member of a QHP <p>Study Population:</p> <ol style="list-style-type: none"> 1. need to further define the study population (age, gender, length of enrollment, diagnosis, hospitalizations, specific medications, etc.) 2. may include consumers with high medical needs 3. based on ACT Team eligibility 4. Chip volunteered to draft the study population <p>Variables:</p> <ol style="list-style-type: none"> 1. definitions 2. determine rationale of how the variables relate to the study 	<p>Chip will write the study population and e-mail to team members for input by 10/28/05.</p>		

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: Quality Improvement</p> <p>LOCATION: Ionia CMH</p> <p>DATE: 10/10/05</p>	<p>PRESENT: (please circle note-taker) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI <u>Lynn Charping, Gratiot</u> Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>	<p>cc: Work Group Members (list members' names) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI Lynn Charping, Gratiot Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>
---	--	---

		<p>Outcomes:</p> <ol style="list-style-type: none"> 1. measure whether care improved 2. increased number of communications between CMH and PCP <p>Richard will review the Coordination of Care Project and discuss details with Arnie Greenfield from DCH.</p> <p>Liz will review data from CEI's pharmacology study group for possible hypothesis ideas.</p> <p>New Project: A topic idea was suggested – Evidence based practice for co-occurring disorders. Inpatient data for the past two years could be used as baseline data. Could also include diagnosis related to SA at the time of discharge. Michael Brashears (CEI) has agreed to help develop the project. Liz will meet with Michael to discuss details.</p>	<p>Richard C. will meet with Arnie Greenfield to discuss project.</p> <p>Liz will review pharmacology data.</p> <p>Liz will meet with Michael B. to discuss the new QISMC project.</p>	<p>10/10/05</p> <p>10/28/05</p>	
New	Meeting Minute Format	The Core Group decided on a new meeting minute format to be used in all Affiliation meetings. The format can be requested from Debbie Heinze.	All Work Groups	Immediate	
New	Work Group Charge Form	The team discussed the need to update the work group charge form. Sally will update the charge form for review at the next meeting.	Sally will update the charge form.	10/28/05	

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: Quality Improvement</p> <p>LOCATION: Ionia CMH</p> <p>DATE: 10/10/05</p>	<p>PRESENT: (please circle note-taker) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI <u>Lynn Charping, Gratiot</u> Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>	<p>cc: Work Group Members (list members' names) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI Lynn Charping, Gratiot Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>
---	--	--

Ongoing	Consumer Handbook	<p>Related EQR report sections and areas of the BBA/42CFR that need to be included in the handbook revisions were identified. These areas include:</p> <p>438.6(4) non-discrimination 438.6 advanced directives, choice of health professional 438.8 right to Fair Hearing 438.10 required information (includes LEP), general managed care info, provider info, transportation, restrictions on freedom of choice, amount-duration-scope of benefits, after hours and ES Services, location of emergency settings, cost sharing, access of benefits not covered, grievances/appeals (timeframes, toll-free #, assistance, etc.), no use of physician incentive plans 348.100 enrollee rights, respect/dignity/privacy, treatment options and alternatives, restraint and seclusion, coercion or discipline, refusal of treatment, freedom to choose provider, records request, amended records, provider and enrollee communications 438.102 practitioner scope of practice (a I – IV) 438.208 coordination and continuity of care EQR – beef up grievance processes and timeframes,</p>	CEI Administrative Intern	12/5/05	
---------	-------------------	--	---------------------------	---------	--

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: Quality Improvement</p> <p>LOCATION: Ionia CMH</p> <p>DATE: 10/10/05</p>	<p>PRESENT: (please circle note-taker) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI <u>Lynn Charping, Gratiot</u> Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>	<p>cc: Work Group Members (list members' names) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI Lynn Charping, Gratiot Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>
---	--	--

Ongoing	QI Plan	<p>TTY and sign-language part of the LEP, cultural competency, 4th grade reading level, names-locations-and telephone numbers of providers, obtaining benefits from outside of the provider network, affiliation-wide info for emergency coverage, notification of right to obtain information annually (this could be included on the consent to treatment form)</p> <p>Timeframe for completion: draft by 12/5, reviewed by ACAC</p> <p>To be reviewed by Core Group and presented @ local boards.</p>			
Ongoing	MA Claims Secondary Review	<p>Paul will complete the secondary review of MA claims for contracted hospitals. Schedule: 10/17 – Gerber, Ludington Memorial 10/18 – Pine Rest, Forrest View To Be Scheduled – Carson City, Gratiot</p>	Paul Duff		
New	Next Agenda	<p>#2 QISMC Project Draft Handbook (if available) Forrest View IMD Status Sanctions for Medicaid Claims Verification Process CAs involvement in work groups</p>			

CMHAMM
Work Group Meeting Minutes

<p>WORK GROUP NAME: Quality Improvement</p> <p>LOCATION: Ionia CMH</p> <p>DATE: 10/10/05</p>	<p>PRESENT: (please circle note-taker) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI <u>Lynn Charping, Gratiot</u> Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>	<p>cc: Work Group Members (list members' names) Liz Holcomb, CEI Paul Duff, CEI Fran Jozefowicz, CEI Lynn Charping, Gratiot Sally Johnson, Ionia Chip Johnston, Manistee-Benzie Susan Kilgore, Newaygo</p>
---	--	---

Ongoing	Meeting Schedule	<p>10/28 Gratiot CMH 1:00 – 4:00</p> <p>11/18 Ionia CMH 9:00 – 12:00</p> <p>12/16 Gratiot CMH 9:00 – 12:00</p>			
---------	---------------------	--	--	--	--