

Present (please check) • by note-taker		CMHAMM Work Group Meeting Minutes DATE: 9/28/11 LOCATION: Nefsis Video Conference WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Lori Richardson Brenda Monk Deborah Cline Randy Betts James Scheide Joe Wager Katherine VanZwoll Fred Feiger	
X	Chuck D Katherine Joanne Scott O. James S. Joe W. Lori R.		D. Cline Randy B. Brenda M Fred F	Page # <u> 1 </u> of <u> 1 </u>
Guests:				
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Topics Discussed	Discussion/Decisions	Action/Responsible Party		
Software Standardization policy review	Chuck updated the software standardization policy per the recent CEO decision that boards no longer are required to standardize. Boards still have to ensure any software has the capability to meet DCH reporting requirements, including encounters, QI, incidents etc. The group approved the new policy.			
Software Selection Process	Chuck put together an abbreviated RFI based on previous work group meetings. Lori will update the billing section incorporating information from Brenda as well. Each board will review and recommend updates in order to develop a document that can be shared with other agency staff for feedback. Once an RFI is finalized we can send out for response and schedule demonstrations. Everyone agreed they want to pursue the RFI process and view software from multiple vendors. <u>Suggested Vendors:</u> VA System (Vista) PCE Netsmart Streamline Kaiser Permanente Mckesson-Paragon Allscripts Echo Western MI System			
Nefsis	Each board is moving forward with implementing the new video conferencing software. We have successfully used the system for the last two meetings. Several staff have been trained at each board or boards are in the process of scheduling training and purchasing new equipment.			
Demonstrations: Clinical System Work Queue Integration of Clinical System, Filebound and CDT Notes	Joanne reviewed the new Work Queue features in the Clinical System that will allow staff and supervisors to monitor when forms are due, e.g. treatment plans, assessments. Katherine reviewed the proposed integration of Clinical System, Filebound and CDT Notes. This design is in the early stages and was developed with the input of a clinical Focus Group that included CEI, Gratiot and Ionia.			