

Community Mental Health Affiliation of Mid-Michigan
PIHP Behavior Treatment Committee
Meeting Minutes
November 17, 2011

Community Mental Health Authority of
Clinton-Eaton-Ingham Counties
812 E. Jolly Rd.
Lansing, Michigan

Facilitator: Kim Zimmerman

ATTENDANCE: Julie Dowling (Ionia); Sue Poindexter (Gratiot); Kathy Perkins (Gratiot); Robert Rubin (Gratiot); Cheryl Kobernik (Centra Wellness); Jim Senn (Centra Wellness); Jan Morningstar (Centra Wellness); Pam Lynch (Centra Wellness) and Kim Zimmerman (Affiliation)

ABSENT: Pat Miller (CEI); Mary Clissold (CEI); Marian Wagner-Moccio (CEI); Amy Kurtti (Newaygo); Cheryl Parker (Newaygo); Sukhvender Nijjer (CEI)

GUESTS: Jason Moon (CEI IS department)

CALL TO ORDER: The meeting was called to order at 3:10 PM by Kim Zimmerman, facilitator.

**STANDARDIZATION OF
AFFILIATION BTC**

FORMS: Jason Moon of the CEI IS department was present today for the continued review of the mock up of Affiliation Behavior Treatment Committee forms.

The draft of the Positive Support Plan (with Restrictive Tab) was reviewed. All changes recommended from the last meeting have been made.

- The draft of the form was reviewed today to determine which Fields would require a signature for the form to lock and which Fields would copy over
- The group reviewed each Field individually and decided if it made sense for the field to be required and if it was reasonable to be copied over
- Please refer to the document titled: "PCPMOCKUPWITH REQDAND COPY11-17-11.PDF"...pages 9, 10, 11, and 12 have a chart that identifies each field and what the decision was for being required and being copied over
- This form is now completed

The draft of the Behavior Treatment Plan Review Form was reviewed today for any needed changes/revisions.

- The group began reviewing this form to determine what Fields need to be required and what Fields can be copied over
- It was determined that this form is still confusing as to the purpose of the form and when it is to be used
- Therefore, review of this form was put on hold until the next meeting when more participants can be present to discuss the use of this form

Review of FY 11 3rd quarter PIHP BTC Data:

- The PIHP BTC Data spreadsheet was reviewed today for 3rd quarter
- No questions or concerns noted
- 4th quarter data will be reviewed during the next meeting....Kim asked that if you have not turned in your 4th quarter data to please do so

Next Steps:

- Kim will send out PIHP Data Spreadsheet to the CMHSP's that have not reported their data yet...this will be reviewed at next meeting

During the next meeting, the following will be reviewed. Please come prepared to discuss any recommendations you may have for each form.

- BTC Review Form
- BTC Periodic/1/4ly Review Form

NEXT MEETING: The next meeting will be December 15, 2011
3:00 PM to 5:00 PM
Room G-11 A & B

ADJOURNMENT: The meeting adjourned at 4:45 PM.

Respectfully submitted,

Kim Zimmerman
Affiliation Compliance Administrator