

Topics Discussed (identify the workgroup charge being discussed)	Discussion/Decisions (Provide details on member discussion and any decisions/recommendations being made)	Action To Be Taken/Responsible Party To Complete Action:	Due Date of Action:	Status (identify if charge is completed, in progress or if there are barriers to completing)
UM/QI Site Review Issues	<p>“Winter 2012” be changed to “Winter 2011/2012”. The Consumer Advisory Council held their holiday party on December 1. The puppet show on anti-stigma will be done at an elementary school in January. Lucia, from the CEI Customer Service department, will be leaving for a full time job at charter House. Julie and Antonio did the first mental health first aid training at CEI.</p> <p>Kim reported on consultation with Ellen Sugrue-Hyman regarding PCP plans expiring.</p>	<p>Review the PCP plans minimally on an annual basis unless the consumer requests more frequently. The plans and/or addendums need to be reviewed as soon as possible, and move forward with implementation. The new plan must be mailed within 15 business days after the last meeting with the</p>		Ongoing

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Review of Conference Material	Kim sent out materials from the “Improving Outcomes, Finance & Quality Through Integrated Information XXVIII” conference. Paul commented on interesting dashboard reporting. It was noted Jay Rosen’s view on CMH’s role in health care reform has changed to include CMHSP’s. Discussion ensued regarding potential mergers/integration impact.	consumer.		Complete
Critical Incidents/Event Reporting	Paul stated the Critical Incident data has been submitted to the State beginning October 2010. IS is working on being able to pull reports from the data. Paul reviewed the 3 rd quarter Statewide data with the group. He started to collect risk data October 2011.	Planning to rend the data until it can be broken into more detail. A discussion will be held regarding each affiliate’s process of collection, analysis and reporting during the next meeting.		Ongoing
Affiliation QI Plan	Goals for 2012 were	Liz will take the Affiliation		Ongoing

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	discussed. Liz suggested looking at MI early death average. Health & DD proxy measure also were suggested. Another suggestion was examining how quickly services can be obtained through Access.	QI Plan to the PIHP Board for approval in February. Sally will draft a summary of QI accomplishments; Kim & Liz will review the Plan for accuracy and references. A 2012 goal is to initiate dashboard reporting. E-mail additional suggestions to Kim regarding focus of goals, and Kim will compile a list for discussion during the next meeting.		
Performance Improvement Projects	A report on the PIP is due the end of January.	Kim & Liz will draft the PIP report. They requested input sent to them that can be backed up by data analysis.		Pending
Review of Audits	Kim announced HSAG's first eight elements will be reviewed in a half day on July 3. Kim is waiting for the revised Plans of Correction from the affiliates for the PIHP audits.	The PIHP POC's need to be in place for the DCH audit beginning February 27.		Pending

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Recipient Rights Complaint	Liz reported on a Self Determination incident that resulted in a Recipient Rights complaint. A consumer-hired employee had to be investigated.	CMH recommended withholding Medicaid money and terminating the employee. Liz noted the DCH Recipient Rights Office should provide guidance.		Complete
Satisfaction Surveys	Centra Wellness has received surveys from Liz for follow-up.	A report of follow-up will be given to Liz.		Pending
Affiliation Consumer Handbook	Stefanie has received the information to include in the Consumer Handbook. She has designated Becki West to work with the printer.	The Consumer Handbook will be sent for printing following Stefanie's final review.		Pending
Inpatient Hospitalization Data	Paul needs the FY 2011 annual inpatient hospitalization data.	Paul will be requesting inpatient hospitalization data quarterly beginning FY 2012.		Ongoing
Next Meeting			January 13, 2012, 9:00 AM to 12 Noon	