

**Affiliation Compliance Committee**  
Meeting Minutes

DATE: March 14, 2008		PRESENT: (please * note-taker) VC=videoconference		cc: Committee Members	
FACILITATOR: Kim Zimmerman		Toby Bayless	Cindy Ingersoll	Toby Bayless	Cindy Ingersoll
		Lynn Charping	Chip Johnston	Lynn Charping	Chip Johnston
		Sally Culey	Kim Zimmerman	Sally Culey	Kim Zimmerman
		Debbie Heinze*	Stefanie Zin	Debbie Heinze	Stefanie Zin
<b>New, Follow-up, Ongoing</b>	<b>Topics Discussed</b>	<b>Discussion/Decisions</b>	<b>Action/Responsible Party</b>	<b>Due Date</b>	<b>Status (complete, barrier to completion)</b>
Ongoing		Due to the illness of Susan Kilgore, Kim announced the Committee would not be able to see the presentation on the sample evidence gathering document, or hold the discussion of the Affiliation web site.			
New	Price Metrics	Toby explained the February 21 DCH memo from Judy Webb regarding price metrics. Several billing codes have been selected for review of cost and number of services.  A meeting is scheduled March 27 for CEO's , CFO's, and clinical leaders to work on price metrics Affiliation-wide.	Affiliation CFO's  Toby Bayless will update the Affiliation Compliance Committee as the information gathering grid is populated.	03/14	
New	DCH Site Review Protocols	Kim distributed the protocols document, highlighting the new sections during her review. She asked for progress reports regarding the collection of evidence for the site review. She outlined her process for ensuring the evidence is available to the reviewers, and plans a trial run prior to the review to iron out any technical problems. A discussion occurred regarding the coordination of care procedure and its adequacy to cover co-occurring conditions.	Kim Zimmerman		

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New	HSAG	Kim reviewed the material to be submitted to HSAG on March 18. HSAG will notify Kim before April 1 if additional evidence is needed. The review will be a two hour phone call on April 1. The affiliates may join the review by conference call if desired.	Kim Zimmerman	03/18	
Ongoing	PIHP Site Reviews	Kim provided updated grids of recommendations and plans of correction from the results of the 2007 PIHP site reviews. There are still concerns regarding the PIHP reviewing their own material objectively. Kim indicated there would probably be a joint meeting with the PIHP site reviewers and Affiliation compliance officers to address these concerns. Feedback is welcome as a final decision has not been made in this matter. To date, meetings with the PIHP site reviewers resulted in a standardized procedure for reviews. Future meetings will be held to discuss desk audits, standardized plans of correction and reporting. Kim will be sending an e-mail to reviewers and compliance officers to receive input as desk audit guidelines are developed. She is also going to request that future plans of correction include the plan, supporting evidence and timelines, as well as revising "Recommendations" to read "Required Plans of Action".			

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New	Privacy Notices	Lynn Charping asked if there was a standardized Affiliation privacy notice. It was determined each affiliate had developed their own, but are willing to share information.			
	Next Meeting	Kim will review the results of the desk audit opinions at the next meeting. The focus will be on tools, delegation grid and efficiency. Kim would appreciate receiving recommendations prior to the meeting.	The next meeting is Friday, May 9, 9:00 AM to 12 Noon, at CEI CMHA IN Conference Room G11-C.		