

**Affiliation Compliance Committee**  
Meeting Minutes

DATE: September 19, 2008		PRESENT: (please * note-taker)			cc: Committee Members			
FACILITATOR: Kim Zimmerman		Toby Bayless	George Ott	Andrew Hewat	Toby Bayless	Cindy Ingersoll		
		Lynn Charping	Kim Zimmerman		Lynn Charping	George Ott		
		Sally Culey	Stefanie Zin		Sally Culey	Kim Zimmerman		
		Cindy Ingersoll*	Paul Duff		Debbie Heinze	Stefanie Zin		
New, Follow-up, Ongoing	Topics Discussed	Discussion/Decisions			Action/Responsible Party	Due Date	Status (complete, barrier to completion)	
New	MDCH 2008 Plan of Correction	Toby stated proof of completion of the plan of correction will be required for all areas. Paul discussed the Jail Diversion plan of correction and related issues. There were no questions. Andrew noted there are no standards from MDCH regarding site visits to residential sites. Amendment requirements to QHP agreements were discussed at length. Lynn announced discussion will be held at the November QI meeting regarding provider performance feedback, and the format to make public. Discussion was held regarding changes to the Behavioral Management regulations. Questions regarding Children's Services and Self Determination were discussed. The required frequency of training of Person Centered Planning philosophy and methods is unknown. Concern was expressed regarding the new ACT requirements.			Kim will ask Tom Renwick for clarification of CMHSP responsibility in monitoring of AFC, and CMH licensing responsibilities. All policies from each affiliate related to consumer safety are to be submitted to Andrew. Kim will give Bob Sheehan recommendations regarding amendment requirements to QHP agreements. Lynn will refer the development of changes to the Behavioral Management regulations to the QI work group, as well as privacy issues. Kim will request written clarification regarding the new ACT requirements from Alyson Rush of MDCH. Kim will send out the final plan of correction by September 29.			

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New	Penetration Rates	Paul announced Bob Sheehan has asked for monitoring of penetration rates	Paul will share the information with the Compliance Committee when it is available.		
Follow-up	CMHAMM 2007 Delegation Grid	Kim reviewed the delegation grid and made revisions.	The corrected/final grid will be sent out by Kim.		
Ongoing	Evidence Collection	The electronic evidence collection tool is up and narrative can be added. Contact Susan Kilgore at Newaygo CMH, or Kim, for assistance.	Proof/evidence presently needs to be sent to Susan to attach until further notice. Kim will issue a timeline as to when the narrative and evidence is due electronically.		
	Next Meeting	The next meeting will be Friday, November 21, 10:00 AM to 1:00 PM in Conference Rooms G-11 A & B.			