

Present (please check) Please circle note-taker		CMHAMM Work Group Meeting Minutes DATE: 11/02/06 LOCATION: Ionia WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Heather Betts Lori Richardson Brenda Monk Jeff Rose Deborah Cline Randy Betts John Sytek Katherine VanZwoll
<input checked="" type="checkbox"/> Joanne (notes)	<input checked="" type="checkbox"/> R. Betts D. Cline		
<input checked="" type="checkbox"/> Chuck D. Katherine Scott O. John S.	<input checked="" type="checkbox"/> Brenda Monk Jeff Rose		
<input checked="" type="checkbox"/> Lori R.			
Guests:			Page # <u> 1 </u> of <u> 3 </u>
Topics Discussed	Discussion/Decisions	Action/Responsible Party	
Revised Steering Committee Charge	<p>The group began working on the Steering Committee charge of whether the Clinical/Billing system should be standardized across the Affiliation. Advantages and Disadvantages were listed and will be discussed further at the next meeting. The list currently contains:</p> <p><u>Advantages</u></p> <ul style="list-style-type: none"> -Savings – licensing and support costs -All using Echo products -Echo is streamlining product -Larger knowledge base/internal support system -Increased buying power – enhancements and new -Efficiencies and improved audit outcomes -Standardizing technology and business process for audits -Efficiency in software hosting at one affiliation site <ul style="list-style-type: none"> -or at one offsite location -Efficiency in affiliation integration, e.g. UM reviews -Higher quality RFP process -Increased quality of clinical outcomes -Best Practice – Increased support for -More resources to customize for MI or Affiliation -Controlled Migration – option for future systems and enhancements -Potential for reduced IT staffing and/or costs -Job sharing capabilities- cross training -Reduced Staffing – Finance and clerical -Reduced Training Cost -Reduced Documentation time/costs -Increased clinical paperwork efficiency – content and process -Easier to support integrated products -Potential for more thoughtful change process -Quality of consumer data cross-county increases <ul style="list-style-type: none"> -Allows for consumer data sharing -Better allocation of resources allows for development of more sophisticated tools/information -Consumers have familiarity with system cross county -Consumer access/portability of their record -Potential for merging finance/billing functions <p><u>Disadvantages</u></p> <ul style="list-style-type: none"> -Increased time and cost for research and implementing new system -Risk for outages in all sites when system down -Increased training for initial move to a new system -False sense of economy because efficiencies may not be realized. -Standardized system may not be solution to perceived problems -Lengthier change process -Individual board needs may be lost or difficult to implement -Loss of innovation 		

Present (please check) Please circle note-taker		CMHAMM Work Group Meeting Minutes DATE: 11/02/06 LOCATION: Ionia WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Heather Betts Lori Richardson Brenda Monk Jeff Rose Deborah Cline Randy Betts John Sytek Katherine VanZwoll	
X	Joanne (notes)		X	R. Betts D. Cline
X	Chuck D. Katherine Scott O. John S.		X	Brenda Monk Jeff Rose
X	Lori R.			
Guests:				
Topics Discussed	Discussion/Decisions		Action/Responsible Party	
	-Significant business practices impinged upon, lost at local level -Connectivity issues -Potential increased staff cost (for some boards) if affiliation software changes local business model -Difficulty in selling new system to clinical/admin staff -Technical limitations within counties, urban vs. rural -Different vendors in different areas A report is due to Steering Committee in February.			
Video Conferencing	The group raised questions on the video conferencing. Newaygo agreed to conduct some research on whether the affiliation can get equipment cheaper, if the affiliation has resources to do some of the work and an estimate of hours.			
FY06/07 Reporting requirement changes	The 06/07 DCH reporting contract has changes that will result in significant updates to data systems and reports. The PIHP indicated it does not want to receive any encounter or QI files until the changes in the contract have been approved by CFI, since there is a chance that changes will be proposed.			
Closing FY 05/06 – Deadline submission reminder	The PIHP needs final QI and Encounter submissions for the FY 05/06 data by 12/15/06. Boards were reminded to submit replacement and void files in order to they are handled correctly in the encounter warehouse.			
HSAG Site Visit February 8 th	HSAG will be conducting the EQR site visit at CEI on February 8 th . There has been no information disseminated on the ISCAT in relation to changes or due dates.			
PIHP Site Visits – What to expect	A new section was added to the audit tool. The PIHP will be comparing data reporting in the Performance Indicator file to the client data system and ensuring values are accurate. The process of reviewing the data system and walking through the audit tools will be the same as last year.			
NPI Numbers	Brenda Monk attended a meeting recently where DCH indicated the NPI numbers need to be reported in the 837 claims billing, fee for service. It has not yet been determined when the 837 encounter reporting will need to include these numbers.			
UM Level of Care Process	The workgroup was informed that the PIHP is working on an electronic system for conducting the level of care reviews for non-emergent care. The QI workgroup is aware of the transition to the electronic system. This will allow for faster aggregation of results and enhanced reporting capabilities.			
DCH MI Outcome Tool	DCH has decided to revisit the outcome tool and will not be implementing the tool it recently proposed. A larger consumer pool will be selected and they will be re-evaluating what tool to use.			

Present (please check) Please circle note-taker		CMHAMM Work Group Meeting Minutes DATE: 11/02/06 LOCATION: Ionia WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Heather Betts Lori Richardson Brenda Monk Jeff Rose Deborah Cline Randy Betts John Sytek Katherine VanZwoll		
<input checked="" type="checkbox"/>	Joanne (notes)		<input checked="" type="checkbox"/>	R. Betts D. Cline	Page # <u> 1 </u> of <u> 3 </u>
<input checked="" type="checkbox"/>	Chuck D. Katherine Scott O. John S.		<input checked="" type="checkbox"/>	Brenda Monk Jeff Rose	
<input checked="" type="checkbox"/>	Lori R.				
Guests:					
Topics Discussed		Discussion/Decisions		Action/Responsible Party	
The Standards Group		The Standards Group continues to meet and is in the process of developing standards for electronic health records in Michigan. Chuck Dougherty and Bob Sheehan are members of the group. Chuck will continue providing updates to the IS workgroup.			
Meeting Schedule		The group agreed to meet at CEI on November 29 th from 12:00 to 4:00pm. A second meeting will be scheduled in December via email. The group will meet January 24 th in Gratiot for 4 hours and in Ionia February 28 th , length of meeting to be determined. At the February 28 th meeting the group will determine the appropriate meeting schedule for the remainder of the year.			