

<p>Page 1 of 1</p> <p>Chair: MBCMH (Chip) Note taker: Cindy Ingersoll</p>	<p style="text-align: center;">CMHAMM Work Group Meeting Agenda</p> <p style="text-align: center;">Work Group: Quality Improvement</p> <p style="text-align: center;">Date: 3/14/08 Location: CEI; Video Conference Time: 12:30 to 2:30</p>	<p>cc: Team members <input checked="" type="checkbox"/> = present <input type="checkbox"/> Liz Holcomb, CEI <input type="checkbox"/> Paul Duff, CEI <input type="checkbox"/> Pamela Stants, CEI <input type="checkbox"/> Stephanie Zin, CEI <input type="checkbox"/> Lynn Charping, Gratiot <input type="checkbox"/> Sally Culey, Ionia <input type="checkbox"/> Chip Johnston, Manistee-Benzie <input type="checkbox"/> Cindy Ingersoll, Newaygo <input type="checkbox"/> Susan Kilgore, Newaygo <input type="checkbox"/> Kim Zimmerman, PIHP</p>
<p style="text-align: center;">Topics Discussed</p>	<p style="text-align: center;">Agenda Discussion/Decisions</p>	<p style="text-align: center;">Action/Responsible Party; Due Date; Status (complete or barriers)</p>
<p>1. Review & approve Jan. 2008 minutes</p>		<p>Chip- Approved</p>
<p>2. Review & approve today's agenda</p>		<p>Delete Number 3 as this was discussed at length in Corporate Compliance. Where there is overlap parties will be invited to attend.</p> <p>Add Dr. Cuello and satisfaction surveys</p>
<p>3. June 7 & 8/2007 and New June 2008 DCH Site Review <input checked="" type="checkbox"/> new <input checked="" type="checkbox"/> follow-up <input type="checkbox"/> ongoing</p>	<p>Group review of Site Review Protocols and Interpretive Guidelines.</p> <ul style="list-style-type: none"> • Update on Website for documentation • Discuss June 2008 DCH site visit 	<p>Delete</p>
<p>4. QISMC Projects - <input type="checkbox"/> new <input type="checkbox"/> follow-up <input checked="" type="checkbox"/> ongoing</p>	<ul style="list-style-type: none"> • Review of Current Coordination of Care Efforts 	<p>CA improvement project has been 100% since inception.</p> <p>Coordination of Care Grant request to Lily denied. Comprehensive Neuro Science, Inc will pick up the costs for Dr. Parks in May. Lily will pick up the meal costs at all sites. An NP will be added to the May 27 presentation to discuss diabetes and other wellness issues following Dr. Parks.</p> <p>All broadcasts will be from CEI.</p> <p>Future topics for the fall needed. Suggest to survey attendees Topics should provide help to community physicians and increase interactions and their comfort level in dealing with mental illness in their practices. Send Liz suggestions.</p>
<p>5. Medicaid Verification <input type="checkbox"/> new <input type="checkbox"/> follow-up <input checked="" type="checkbox"/> ongoing</p>	<ul style="list-style-type: none"> • Review of Current Medicaid Verification Data/Report – • Local Appeal- 	<p>Aggregate data is sent in quarterly but has not been reviewed by this committee recently. Paul will pursue getting regular reports.</p> <p>Liz is collecting appeals information for HSAG.</p>
<p>6. Record Review <input type="checkbox"/> new <input type="checkbox"/> follow-up <input checked="" type="checkbox"/> ongoing</p>	<ul style="list-style-type: none"> • Review of Annual Record Review Data/Report- Electronic submission update • Affiliate Plans for PIHP Submission (one clinician per year). Agreed to by all. 	<p>Katie is doing better at understanding the data. Suggested that she attend a QI meeting to discuss reporting.</p>
<p>7. Electronic Level of Care Review Project <input type="checkbox"/> new <input checked="" type="checkbox"/> follow-up <input type="checkbox"/> ongoing</p>	<p>Update?</p>	<p>Katharine VanZwoll is hoping to go live the first quarter of 08-09 reporting in January 09. Beta testing will occur at CEI then demo to all.</p>

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<p>8. QIWG Reporting Grid Review <input type="checkbox"/> new <input type="checkbox"/> follow-up <input checked="" type="checkbox"/> ongoing</p>	<p>Review next meeting</p>	<p>As not everyone had a copy it was to be sent to all and brought to next meeting for revision.</p>
<p>9. Local QI Issues for group discussion <input type="checkbox"/> new <input type="checkbox"/> follow-up <input checked="" type="checkbox"/> ongoing</p>		<p>Discussed Fair Hearing request pending for 24 hour CLS and request for "spontaneous inclusion"</p>
<p>10. Survey Results <input checked="" type="checkbox"/> new <input type="checkbox"/> follow-up <input type="checkbox"/> ongoing</p>		<p>Dr. C discussed the survey results for residential, contractor, closed cases, open cases. Discussed need to post results so consumers and community are aware. Clean up comments sections for your agency of names and other confidential information, Send to Richard by the end of the month(March). It will be posted to the CMHAMM website and other agencies are encourage to post to theirs.</p> <p>MDCH mandated survey for ACT and Homebased will be done like last year. If you have more than one ACT team designate number on the survey, If multiple children in the same family receiving homebased it is acceptable to complete one survey.Survey results by CMH will be sent from CEI. Initiate mailing May 1st and send tally sheets and returned surveys to Richard by end of May.</p>
<p>11. Adverse Action Data</p>		<p>Discussed documentation of UM reviews and follow up discussions when recommending change in level of care or discontinuation of services. Documentation must be very clear as it will be needed pending a hearing.. Liz reviews CEI trail before notification of the consumer. COFR—If there is to be an Adverse Action Notice it must be sent by the CMH making the decision.</p>
<p>Next Meeting Dates/Times for May 2008</p>		<p>May 9th-12:30-2:30p.m. at CEI following Corporate Compliance.</p>