

Date: January 16, 2019

ITC Attendees

- MSHN - Forest Goodrich
 - Bay – Brett Kish
 - CEI – Joanne Holland
 - Central – Brian McNeill
 - Gratiot – Ginger Hanley
 - Huron - Shannon Wichert
 - Lifeways - Alexis Shapiro
 - Montcalm - Bill Mason
 - Newaygo - Jay Hollinger
 - Saginaw – Steve DeLong
 - Shiawassee - Doug Meylan
 - Right Door - Lori Richardson
 - Tuscola - Tammy Smith
- Guests**
- MSHN – Shyam Marar
 - MSHN - Joe Wager
 - MSHN – Linda Proper
 - Central – Jane Cole
 - Central – Kevin Faught
 - Gratiot – Alec Keck
 - Newaygo – Jill McKay
 - Right Door – Nathan Derusha

KEY DISCUSSION TOPICS

- Approval of snapshot from December 2018
 - File submission reports
 - MDHHS BH-TEDS status reports
 - MDHHS FY19 contract language for consent
 - REMI logic for encounter timeliness report
 - Critical Incidents through REMI
 - REMI QI, BH-TEDS, Encounter reporting
 - MDHHS hospital HRA erroneous report
 - FY18 goal review and FY19 ITC charter approval
 - Authorization data file for FY18
 - Other
- Brett provided a brief update on the status of the SIS integration with PCE

KEY DECISIONS

- December 19 minutes approved. Any changes, please send to jennifer.mccoy@midstatehealthnetwork.org
- Quick reminder for ITC members to do year-end review of volume and timeliness reports posted in BOX.
- Forest posted MDHHS BH-TEDS status report and congratulated ITC members for their efforts to remain as top submitters as a region. MDHHS also provided a new BH-TEDS status report showing the impact of removing the crisis only persons. Discussion occurred about modifying the current REMI BH-TEDS report to reflect the same change logic and to add another report that would show Q-records only status. More discussion on this in future meetings as EMRs become able to produce the Q records.
- Forest posted an excerpt from the MDHHS contract for FY19 where it indicates that the standard consent is required. He also included the full contract for ITC members to review, if desired. Some discussion occurred about how to make it useful in practice. Alec talked about Gratiot’s concern when multiple organizations are listed on consents and how to retract them. Doug referenced making sure to do individual consent when it is a difficult situation and knowing that retracting it will be difficult. Joanne talked about consents not requiring hospitals to be identified due to treatment and healthcare operations. Forest suggested that ITC members work with their

compliance officers because that council is defining its proper use and requirement. MSHN added the language in its policies per the MDHHS requirement.

- Forest posted correspondence from PCE Systems explaining the REMI logic regarding how the adjudication date is calculated on the timeliness report in REMI. It was helpful to know when a transaction can be considered not timely during submission processing.
- Forest informed ITC members that their compliance or QI persons are starting to submit critical incidents through REMI this month. He didn't think that there would be issues, but wanted everyone to be aware because they may get help questions. This brought up a discussion about knowing who has access to file submission within each CMHSP and for MSHN to consider splitting up roles into logical functions for CMHSPs. Linda will provide a list of users by CMHSP and will work with Forest to develop individual roles. ITC members will review this at the next meeting and assign names to roles for their CMHSP.
- Shyam reported that file submissions for BH-TEDS, QI and Encounter files have been received and processed with no reported issues. Forest reminded everyone that MSHN will process special file runs, but ITC members need to send an email to Shyam and copying Forest, communicating that they need it run and its purpose. Otherwise, any files submitted go into a weekly submission process. Monthly, on the 17th all ITC members must have their files posted for the previous months in order to meet volume and timeliness standards. Brett asked if FY18 files can be processed and how far into this year. Forest talked about MDHHS stating that they want files submitted for as long as necessary in order to get the best possible information. He also stated that changes after April have some potential negative consequences because it is difficult to have static data to build region-wide reports and for them to remain accurate.
- Shyam posted the January erroneous records report that MDHHS is sending us monthly. Encounters must be voided and re-submitted when the hospital has registered their NPI in CHAMPS.
- Forest reviewed the status of goals for FY18. No concerns or changes were needed. He also reviewed the draft FY19 charter and talked about initiatives aligning with State requirements and Operations Council assignments. Other initiatives are taken on throughout the year as needs arise.
- Brian shared his script with ITC members and with some minor changes, several were able to run it for their authorizations. A big THANK YOU to Brian and his team. Alexis decided to use Brian's method versus a standard report. Joanne shared some concerns about using authorizations for parity, but indicated that it makes sense for Acute Care services. Both Joanne and Alexis wanted to emphasize that encounter history and assessment tools (SIS, CAFAS, LOCUS) represent the best datasets for utilization and parity. Forest talked with ITC members about the possibility of a request for all authorizations, but that we will encourage CPT codes groupings into programs. Shyam is setting up a secure folder in BOX to post the export file and ITC members will provide FY18 for Acute Care service authorizations by January 31, 2019. Joanne suggested that it may be difficult for CEI to meet this timeline, but they would try.
- Brett addressed the status of their enhancement to their EMR to integrate SIS online data related to Medicaid ID and Con ID mapping. All changes are in and being tested, he is waiting for the official word that it is ready for production.

✓ **ACTION/INPUT REQUIRED**

- ITC members to look for the BH-TEDS non-matches file on the MSHN ftp site and review for corrections.

	<ul style="list-style-type: none"> • Forest will work with Linda to produce a list of all CMHSP users in REMI and to define a draft role list for the next ITC meeting. • ITC members will review the FY18 goal review document and provide feedback. They will also review the draft FY19 charter and be prepared to discuss at January ITC meeting. • ITC members will review MDHHS hospital NPI erroneous report for January and take action to re-submit encounters when the hospital NPI is registered in CHAMPS. • Brian will revise and send out the script to produce authorization data export file. • Shyam will create a secure authorization folder for posting authorization files in BOX and send communication when it is ready. • ITC members will post to a secure BOX folder FY18 authorization file for Acute Care services by January 31,2019.
<p>✓ KEY DATA POINTS/DATES</p>	<ul style="list-style-type: none"> • Data Analytics Workgroup – February 12, 2019 1-3pm conference call • ITC Meeting: February 20, 2019 1pm–3pm CMHCM Mt. Pleasant • CIO Forum: February 22, 2019 11am–1pm conference call