

Date: April 15, 2020

ITC Attendees

- MSHN - Forest Goodrich**
- Bay – Brett Kish**
- CEI – Joanne Holland**
- Central – Brian McNeill**
- Gratiot – Alec Keck**
- Huron - Shannon Wichert**
- Lifeways – Alexis Shapiro**
- Montcalm – Bill Mason**
- Newaygo - Jay Hollinger**
- Saginaw – AmyLou Douglas**
- Shiawassee - Doug Meylan**
- Right Door – Nathan Derusha**
- Tuscola - Tammy Smith**

Guests

- MSHN – Shyam Marar**
- MSHN – Joe Wager**
- MSHN – Steve Grulke**
- MSHN – Linda Proper**
- Central – Jane Cole**
- Central – Kevin Faught**
- Lifeways – Holly Paige**

KEY DISCUSSION TOPICS

- Approval of snapshot from March 2020
- MDHHS BH-TEDS communication for COVID-19
- HSAG materials request and due dates
- COVID-19 issues and updates
- Penetration rate report analysis
- REMI BH-TEDS, Encounter reporting
- CIO forum update
MMBPIS, EQI, BH-TEDS completeness FY20, MDOC, ADT workgroup, MUNC template
- MDHHS LOCUS file evaluation
- Other
IT Council meeting will be call-in only for May
Veterans Status in BH-TEDS QIC project
On staff psychiatry and handling schedule 2 prescription drugs

✓ KEY DECISIONS

- March 18 minutes approved. Any changes, please send to jennifer.mccoy@midstatehealthnetwork.org
- Forest posted a communication from MDHHS regarding BH-TEDS questions and answers during COVID-19 as addressed by Carol Hyso.
- HSAG materials are due and to be posted to BOX per Sandy by April 27 for source records and April 29 for ISCAT and attachments.
- ITC members took some time to discuss technology issues related to telehealth and telephonic implementations being rolled out throughout the region. Doug asked ITC members if they were having any issues related to Zoom. AmyLou reported that they are not using Zoom. Saginaw is committed to using MS Teams for staff and moving to Doxy for clinical visits. Joanne stated that they are using Zoom with no issues. CEI negotiated a HIPAA-compliant licensing and BAA with Zoom. They are using some free and some paid licenses. Brett is using Doxy for consumer ease of use and then Zoom for business processes. Bay-Arenac is using the free version of Doxy mostly and has some paid licenses for multi-person meetings. Jay indicated that some staff are using their own methods for communicating with consumers and expressed concern about how to manage it. Joanne expressed the same concern and said that they wrote up policy language about privacy concerns, etc. Bill stated that Montcalm has put out language about the software they will support but is open to clinicians using whatever

works. This led to a discussion about obtaining consent. Forest suggested that there was a strong emphasis being put on at least obtaining verbal consent about the technology being used per MDHHS. Joanne agreed. Brian asked ITC members about how they are communicating the appointments and technology being used with the consumers? AmyLou indicated they are using the paid version of Doxy which allows texting the consumers. Also use company paid smartphones for number being displayed during calls. Brett is using paid smartphones as the free version of Doxy doesn't allow the call or email feature. CEI is using paid smartphones. She is concerned about Google Voice as it isn't HIPAA compliant per her staff review.

- Joe W. went over the penetration rate report comparing fourth quarter 2019 and first quarter 2020. He noted that there is insignificant change between quarters. (between 96-99% match) ITC members agreed.
- Forest announced that MSHN is relaxing its standards for reporting requirements whenever possible. This includes communicating with MDHHS when it appears an established timeline for something is not possible to meet. He asked that ITC members contact him via email if there is concern with getting BH-TEDS or Encounters submitted within the guidelines for monthly reporting to MDHHS. Shyam reported that MSHN continues to submit all files received on a weekly basis.
- Alexis gave a report on a few items from CIO forum meeting this month. Performance indicator reporting using the new indicators was revised to start April 16 versus April 1. Kathy Haines mentioned that this means quarter 3 reporting will not be used because of COVID-19 impact. EQI template is available and published. Unclear where PCE Systems is in the development. Due date changed to June 30. A new BH-TEDS completeness report is due out soon from MDHHS. There are revisions to BH-TEDS reporting for MDOC. The specifications have been updated and MDHHS will begin accepting these records April 1. As of 10/1/2020, H0043 will be discontinued and replaced with H2015 (unlicensed setting). The BH ADT specification document is in its final version and posted in BOX for ITC members to review and comment. CIO forum will approve this specification document at May meeting. It was reported that there was a revised MUNC update published by MDHHS.
- Forest shared the communication from MDHHS regarding a comparison that Milliman has done with encounters to BH-TEDS where a LOCUS is supposed to be reported. Shyam posted a split LOCUS file by CMHSP for ITC members to download from the ftp site. This file represents the records that MDHHS is suggesting should have LOCUS scores. They used a measure period of going back 15 months to find BH-TEDS. If no record was found, or the date was beyond that time, they flagged it for review. Steve has been doing some preliminary analysis with the dataset and is available to assist or answer any questions. ITC members will need to review the records and provide feedback that Steve can compile into a regional report for MDHHS. Requesting feedback by May 1, as Kathy Haines would like the file posted no later than May 15.
- Forest provided a quick update on Veterans Status data analysis for quality going to QIC. Just wanted ITC members to be aware that QIC is looking at this field value from BH-TEDS and developing a plan. MSHN is required to write up a summary of findings for volume of "Not Collected" for MDHHS contract in June. Steve is working with Sandy at MSHN. He can assist with questions.
- Forest announced that April ITC meeting will be conference call only.
- Joanne asked ITC members about on-staff psychiatry and handling schedule 2 prescription drugs. Response was that some organizations have psychiatrists where they have practice elsewhere so were already accustomed

	to having an app installed on personal devices (included in contract). Others have issued smartphones for this purpose.
✓ ACTION/INPUT REQUIRED	<ul style="list-style-type: none"> • ITC members will post all ISCAT materials to BOX by April 29. Source verification materials will be posted by April 27 to prepare for HSAG desk audit. • ITC members will review the BH ADT specifications document and provide feedback to Alexis if any changes or clarifications are required. • ITC members will review the file of consumers identified as needing a LOCUS and specify what reason for not completing. Findings and feedback to be submitted to Steve by May 1.
✓ KEY DATA POINTS/DATES	<ul style="list-style-type: none"> • ITC Meeting: May 20, 2020 1pm–3pm conference call only • CIO forum meeting: May 22, 2020 9am-11:30am conference call only