

Date: December 18, 2019

ITC Attendees

- MSHN - Forest Goodrich
- Bay – Brett Kish
- CEI – Joanne Holland
- Central – Brian McNeill
- Gratiot – Alec Keck
- Huron - Shannon Wichert
- Lifeways – Holly Paige
- 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 – Linda Proper
- Central – Jane Cole
- Central – Kevin Faught
- Newaygo – Jill McKay
- Right Door – Jill Carter

KEY DISCUSSION TOPICS

- Approval of snapshot from November 2019
- MDHHS BH-TEDS missing report
- Cost allocation workgroup and new UNC
- REMI availability during the holidays
- Penetration rate report and analysis
- REMI volume and timeliness reports
- REMI BH-TEDS report changes for Q record
- REMI QI, BH-TEDS, Encounter reporting
- MDHHS MH ADT workgroup update
- MCG Indicia setup and technical leads discussion
- Other
 - MDHHS workgroup looking at employment datasets
 - Web-based faxing solutions

✓ KEY DECISIONS

- November 20 minutes approved. Any changes, please send to jennifer.mccoy@midstatehealthnetwork.org
- Shyam posted the BH-TEDS missing records from MDHHS for FY19.
- Nathan provided an update for ITC members on the cost allocation workgroup and the new UNC format. He talked about the difficulty that may come from tracking services differently. Example: reporting travel expense to conferences and trainings versus traveling for a consumer encounter. Finance Council will continue to evaluate the impact of these changes.
- Forest posted the hours on Christmas Eve and Christmas Day that REMI isn't available. This is also being displayed during signing in process for REMI.
- Joe W. posted the analysis of penetration rate report for FY19 3rd quarter and 4th quarter. Forest reviewed it with ITC members and referred to rates of 97 to 99 percent proximity from quarter to quarter. No concerns came up from this analysis.
- Shyam will post the REMI volume and timeliness reports for ITC review during the first part of January so that ITC members can review the results of FY19 reporting.

	<ul style="list-style-type: none"> • Forest provided questions that PCE Systems had regarding separating the Q record reporting from the other BH-TEDS records for reporting missing records. ITC members will review these questions and provide input for how the report should reflect these records. • BH-TEDS, QI and Encounter file processing for FY19 is coming to end for the year. Shyam confirmed that files posted to REMI are being processed with MDHHS and he will be receiving confirmation of acceptance by 12/23/19. • Alexis could not attend so Joanne reported as a workgroup member for the BH ADT workgroup. The group met in December and reviewed a draft document to meet the requirements for doing a summary of working toward implementation. The workgroup is scheduled to meet in January. • Forest provided more clarification around the MCG Indicia notes that went out to technical leads and explained the process for doing this in order to have the Indicia product integrate with CMHSP EMRs. He asked for a status check regarding adding admin users to Indicia and project manager feedback on test systems being ready. • Joanne asked ITC members if they evaluated the employment status datasets that the MDHHS workgroup is reviewing for issues/errors/completeness. Further evaluation and discussion at next month's meeting regarding this process. • Brian asked ITC members if anyone is using or has experience with web-based faxing solutions. Zetafax, MiTel phone service, copier to email fax, and eFax were discussed as current processes. Joanne mentioned that CEI is evaluating VisCom and would be happy to share evaluation results. She indicated that is a fairly expensive option. Brian will talk with individual ITC members for more information.
<p>✓ ACTION/INPUT REQUIRED</p>	<ul style="list-style-type: none"> • ITC members will retrieve and evaluate their BH-TEDS missing records from MSHN ftp site. • ITC members will review Q record reporting logic questions and provide feedback so that a new version of the BH-TEDS missing/present report can be developed. • ITC members will check in with their MCG technical leads and confirm admin user setup and scheduling their EMR test systems for API calls and provide status to Forest by 1/3/20.
<p>✓ KEY DATA POINTS/DATES</p>	<ul style="list-style-type: none"> • Data Analytics Workgroup – January 14, 2020 1-3pm • ITC Meeting: January 15, 2020 1pm–3pm Lansing CEI • MCG Indicia integration training: January 7, 8 & 9, 2020 Lansing Community College & Saginaw CMH • MCG Indicia integration training: January 28, 29 & 30, 2020 Lansing – The Meeting Space