

**Date: March 18, 2020**

**ITC Attendees**

- MSHN - Forest Goodrich
  - Bay – Brett Kish
  - CEI – Joanne Holland
  - Central – Kevin Faught
  - Gratiot – Ginger Hanley
  - Huron - Shannon Wichert
  - Lifeways – Alexis Shapiro
  - Montcalm – Bill Mason
  - Newaygo - Jay Hollinger
  - Saginaw – AmyLou Douglas
  - Shiawassee - Doug Meylan
  - Right Door – Jill Carter
  - Tuscola - Tammy Smith
- Guests**
- MSHN – Shyam Marar
  - MSHN – Joe Wager
  - MSHN – Steve Grulke
  - MSHN – Linda Proper
  - Gratiot – Alec Keck
  - Lifeways – Holly Paige

**KEY DISCUSSION TOPICS**

- Approval of snapshot from February 2020
  - MDHHS HRA error file
  - HSAG technical guidance webinar
  - MH ADT workgroup update
  - REMI BH-TEDS, Encounter reporting
  - REMI BH-TEDS missing/present with Q record report modifications
  - CIO forum update
  - Technology group discussion COVID-19
  - Other
- IT Council meeting will be call-in only for April

**✓ KEY DECISIONS**

- February 19 minutes approved. Any changes, please send to [jennifer.mccoy@midstatehealthnetwork.org](mailto:jennifer.mccoy@midstatehealthnetwork.org)
- Forest apologized to the group for last minute changes to the ITC format and agenda, but the COVID-19 announcements were just coming out in Michigan and MSHN immediately moved to conference call only council and committee meetings. IT Council will try to perform business as usual meetings, this meeting will focus mostly on virtual technologies as everyone is preparing for this need.
- Shyam posted the monthly HRA error file to ITC member ftp site. Forest will notify ITC members when they have errors that require attention.
- Forest wanted to make sure that all ITC members received the invite for HSAG technical guidance webinar and that ITC members are welcome to call-in and listen to the process. Because this is desk audit only this year, we anticipate less changes and disruption in the process.
- Alexis reported that the BH ADT workgroup met in March and MiHIN had a representative speak to no costs to send ADTs and how the ACRS relationship works with providers receiving. She also shared the draft document for meeting the requirements to report this year, along with the template for a BH-ADT.
- No concerns with file processing for BH-TEDS and Encounters.
- Forest mentioned that if there is feedback on the BH-TEDS missing/present report to just send them via email to him as everyone is busy with changes to accommodate COVID-19 changes in the workplace.

	<ul style="list-style-type: none"> <li>• Forest provided a quick update on CIO forum activities and posted materials for ITC members to review.</li> <li>• ITC members addressed several ways in which they are deploying virtual workforce technologies and talked about several to assist each other. Amy Lou mentioned that she is deploying Microsoft Teams for her senior management at Saginaw. Brett asked if anyone was utilizing doxy.me as they are looking into it at Bay-Arenac. So far, nobody in the region is using it yet. Several Zoom installations were talked about. Ginger asked about HIPAA compliance as it relates to using FaceTime. Pros and cons to every method depending on how it is being deployed. The federal guidance issued on relaxing some of the HIPAA compliance requirements was also discussed. Getting consent to use any technology is one of the most important aspects of ensuring the technology is viable. Changes to CPT codes and telehealth and telephonic visits is occurring daily so ITC members are encouraged to use MSHN website and MDHHS website for further guidance and change requirements to their EMRs in order to support the needed billing and encounter reporting. Joanne asked about phone technologies being deployed for remote workers and using personal mobile devices. Several ITC members shared that they are allowing it. Shyam talked about the Comcast mobile device app that MSHN uses to transfer calls and to have the call represent a MSHN office number versus a personal cell phone. Others use this same type of technology. ITC members are reviewing several options for rolling out technologies.</li> <li>• Forest announced that April ITC meeting will be conference call only.</li> </ul>
<p>✓ <b>ACTION/INPUT REQUIRED</b></p>	<ul style="list-style-type: none"> <li>• Forest will work with Sandy to get communication out to ITC members when HSAG does its materials request. Sandy will be requesting an extension to the date for getting materials back to HSAG due to COVID-19 demands.</li> <li>• ITC members will run their BH-TEDS missing/present reports from REMI and evaluate results and provided feedback to Forest.</li> </ul>
<p>✓ <b>KEY DATA POINTS/DATES</b></p>	<ul style="list-style-type: none"> <li>• ITC Meeting: April 15, 2020 1pm–3pm conference call only</li> <li>• CIO forum meeting: March 27, 2020 conference call only</li> </ul>