

Provider Network Management Committee Minutes

Date: 2/28/2018

Location: ☐ Gratiot CMH 608 Wright Ave, Alma, MI – Eagle Room (Back Building) ☒ **Conference Call**

Time: 10:00 AM until 12:00 PM

Call-In: 888-585-9008/320.707.733

Attendance (phone*):

<input checked="" type="checkbox"/> S. Clevenger (Lifeways)*	<input checked="" type="checkbox"/> T. Lawrence (CMHCM)*	<input checked="" type="checkbox"/> A. Ferzo (Huron)*
<input checked="" type="checkbox"/> M. Leonard (Lifeways)*	<input checked="" type="checkbox"/> J. Keilitz (Saginaw)*	<input checked="" type="checkbox"/> J. Hagedon (Tuscola)*
<input checked="" type="checkbox"/> D. Jenkins (Shiawassee)*	<input type="checkbox"/> K. Jaskulka (MSHN)	<input checked="" type="checkbox"/> M. Rozek (BABH)*
<input checked="" type="checkbox"/> N. Derusha (The Right Door)	<input checked="" type="checkbox"/> C. Watters (MSHN)	<input checked="" type="checkbox"/> T. Curtis (Montcalm)*
<input checked="" type="checkbox"/> S. Richards (The Right Door)*	<input checked="" type="checkbox"/> C. Mills (Newaygo)*	<input checked="" type="checkbox"/> T. Humphreys (Huron)*
<input checked="" type="checkbox"/> S. Stroth (Gratiot)*	<input checked="" type="checkbox"/> B. Pazdan (CEI)	<input checked="" type="checkbox"/> A. Dillon (MSHN)*
		<input type="checkbox"/> M. Davis (MSHN)*

Purpose and Powers

Purpose: *provide counsel and input to with respect to regional policy development and strategic direction.*

- **Develop** *policies and standards related to provider network management*
- **Identify** *barrier and gaps related to network adequacy*
- **Recommend** *improvement strategies*
- **Monitor** *follow-through*
- **Coordinate** *with other committees*

Information

All available information should have been shared and reviewed prior to the meeting. Prior to the meeting, attendees review materials and prepare questions/feedback. Information includes previous minutes, data reports/dashboards, announcements, etc.

1. **Welcome and Roll Call**
2. **Review and Approve 2/28/2018 Agenda**
3. **Review PNMC Minutes 1/24/2018**
4. **PNMC Action Plan Review Progress to Plan**
 - a) Home and Community Based Services (T. Lewicki)

Decision:

Background:

Question:

Discussion: Residential Tool and Non-Residential Tool developed. Working to develop the most efficient process for synchronizing HCBS reviews with MSHN DMC reviews – complex in how we involved CMHSPs in CAP process. Where the provider indicates in their CAP that they are modifying physical plant (eyes on review). Policy/Procedure (desk review). Waiver team will conduct review of selected providers.

HCBS Oversight Compliance Plan – allows MSHN to get estimate from each CMH of how they will be involved. Who will conduct review, credentials of that individual, conflict free reviews. Sent to Waiver Coordinators with request to complete by the end of March. This will allow MSHN to best coordinate with CMHSPs.

LSRE developed system (FastLane) which allows providers to login securely to submit and receive documents from PIHP for tracking and secure maintenance of PHI. MSHN has a copy of the system and will allow us to coordinate the desk review activities. Each CMH and responsible individual has been loaded into the system. Each provider will need to be loaded in the system. Once process is established it will be shared with CMHSPs. Trainings will be established. Plan is to start with B3 group. Will also report to CLC in March and providing regular updates to UM Committee.

Outcome:

b) Reciprocity – Intra-Regional Systems Update (M. Davis; A. Dillon)

Decision:

Background:

Question:

Discussion: Provided update on the progress of regional monitoring efforts for FI and Inpatient. Refer to snapshots provided in meeting packet.

Outcome:

c) Provider Directory Update (C. Watters)

Decision: Reviewed sample online directory (SWMBH) and discussed format and search filters. Add a filter by languages and a filter by CMHSP. C. Watters will reach out to PNMC members directly regarding missing information on provider directory. C. Watters will draft file upload procedure – agreed to end of month upload. Need to identify CMHSP staff person responsible for monthly file upload.

Background:

Question:

Discussion: PCE users inquired about the possibility of direct feed between systems. 5 CMHSPs are using PCE provider management module which includes all directory information. 1 CMHSP is using PCE provider management, but does not collect all information. 4 CMHSPs have PCE but do not utilize the provider management module. 2 CMHSPs are not using PCE.

Outcome:

1. Other Discussion & Planning

a) Policy and Procedure Review – Out of State Placement

Decision: Reviewed Out-of-State Placement Policy and Procedure. No recommended changes during meeting. Requested changes be submitted to C. Watters by 3.7.18.

Background:

Question:

Discussion:

Outcome:

b) Training Resource Webpage

Decision:

Background:

Question:

Discussion: Continued discussion on the intent of developing a training resource website relative to MSHN Regional Training Standards. Statewide efforts currently in place to develop a

training site (via ImprovingMiPractices.org) and training transcript. C. Watters to revisit status of workgroup and report back to ensure regional efforts align with statewide efforts.
Outcome:

- c) Informational: The following were provided as informational for review by committee members. Not action necessary.
 - a. NCQA Update/Response
 - b. MIPAD Workgroup Report

Next Meeting: 3/28/2018

☒ F2F

☐ Conference Call

Meeting will be held at CEI in March. Central Michigan will host F2F meeting in May.