

Provider Network Management Committee *Minutes*

Date: 7/26/2017

Location: ☐ Gratiot CMH 608 Wright Ave, Alma, MI ☒ Conference Call

Time: 10:00 AM until 12:00 PM

Call-In: 888-585-9008/320.707.733

Attendance (phone*):	<input checked="" type="checkbox"/> T. Lawrence (CMHCM)*	<input checked="" type="checkbox"/> A. Ferzo (Huron)*
<input checked="" type="checkbox"/> Chair – S. Vandermay	<input checked="" type="checkbox"/> G. Reed (Saginaw)*	<input type="checkbox"/> D. Babich (Tuscola)*
(LifeWays CMHA)	<input checked="" type="checkbox"/> K. Jaskulka (MSHN)*	<input checked="" type="checkbox"/> J. Pinter (NAA Contractor)
<input type="checkbox"/> T. McMurtry (Lifeways)*	<input checked="" type="checkbox"/> C. Watters (MSHN)	<input checked="" type="checkbox"/> M. Rozek (BABH)*
<input type="checkbox"/> K. Hartley (Shiawassee)	<input checked="" type="checkbox"/> T. Lewicki (MSHN)	<input type="checkbox"/> T. Curtis (Montcalm)
<input checked="" type="checkbox"/> K. Posen (The Right Door)	<input checked="" type="checkbox"/> K. Hammack (MSHN)	
<input checked="" type="checkbox"/> S. Richards (The Right Door)*	<input checked="" type="checkbox"/> J. McCoy (MSHN)*	
<input type="checkbox"/> S. Stroh (Gratiot)	<input checked="" type="checkbox"/> K. Zimmerman (MSHN)*	
	<input checked="" type="checkbox"/> C. Mills (Newaygo)*	
	<input type="checkbox"/> N. Derusha (CEI)	
	<input checked="" type="checkbox"/> T. Humphreys (Huron)	

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 (S. Vandermay)
2. Review and Approve 7/26/2017 Agenda (S. Vandermay)
3. Review PNMC Minutes 6/28/2017 (S. Vandermay)
4. PNMC Action Plan Review Progress to Plan
 - a. Home and Community Based Services Update (T. Lewicki)
 - b. Fiscal Intermediary Update (C. Watters)
 - c. Network Adequacy Assessment (J. Pinter)
5. Other Discussion & Planning
 - a. ABA provider qualifications/credentialing (T. Lewicki; K. Hammack)
 - b. Provider Director/Managed Care Rules/CS Committee (K. Zimmerman)
 - c. Children's Licensing Rules Follow-Up (C. Watters)
 - d. Regional Inpatient Operations Workgroup Update (C. Watters)
 - e. Training Reciprocity Workgroup (C. Watters)
 - f. August Meeting (C. Watters)

Decisions

Decisions that require use of resources (time, money) are written in the form of questions identifying the precise decision that the group is being requested to make. Each decision should be made by completing a formal [Decision-Making Checklist](#). The assumption is that all attendees are empowered to make decisions within the group's scope.

- 1. Roll Call
- 2. Review and Approve Agenda
 - a. Approved
- 3. Review and Approve Minutes
 - a. Minutes from June 26, 2017 meeting was reviewed and approved.
- 4. Action Plan Review Progress to Plan
 - a. Home and Community Base Update: T. Lewicki (MSHN) reported that the deadline was extended which could be a good thing or a bad thing. The State has no plans to move off target date. More clarification needed by the State and will be forth coming. Tomorrow B3 survey will be released and there are plans to send out two more on Friday. Question was asked: "will CMH's be copied on compliance letters?" The answer was that there should be one point person from each CMH to determine who to coordinate with. A comment was made concerning as to what kind of monitoring is taking place and how should the information be shared- is it a compliance issue? Kim Zimmerman (MSHN) stated that it would be compliance. **ACTION ITEM:** Carolyn will share the list with the group.
 - b. Fiscal Intermediary Update: (C. Watters) No discussion
 - c. Network Adequacy Assessment: (J. Pinter) No discussion
- 5. Other Discussion & Planning:
 - a.
 - b. Provider Directory/Managed Care Rules Update: Kim Zimmerman (MSHN) reported that there were changes required to be made in the Provider Directory per the managed care rules. Customer Service Committee is working to ensure the necessary information is made available to the consumer and updates will occur in the handbook. Provider Network will need to ensure the appropriate information is made available. The directory requirements were given out both electronically and in paper form. **ACTION ITEM:** Carolyn and Kim will work together on the changes, which will happen right away.
 - c. Children's Licensing Rules Follow-Up: (C. Watters) The wording was not specific to children but to adults.
 - d. Regional Inpatient Operations Workgroup Update: Carolyn provided an update on the status of the work conducted by the workgroup. The workgroup supported a regional process for monitoring inpatient providers. Carolyn will take the FI policy and procedure and make it generic to apply to both providers type and to inpatient providers. Feedback from the group will be completed by the end of the week. MSHN is sending the final draft contract to legal for review and feedback and should be available by Sept/Oct. OPS Council supported a regional contract.
 - e. Training Reciprocity Workgroup: The group developed a regional protocol, which Carolyn thanked the participants that volunteered. A meeting will be scheduled early September to work in regional protocol.
 - f. August Meeting: Prepare to review all Providers Network Management Policies for annual review.

Meeting was adjourned at 10:35am

