

# Provider Network Management Committee *Minutes*

Date: 9/27/2017

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"/> S. Vandermay (Lifeways)*	<input checked="" type="checkbox"/> M. Briggs/J. Kelitz (Saginaw)*	<input type="checkbox"/> VACANT (Tuscola)
<input type="checkbox"/> D. Jenkins (Shiawassee)	<input checked="" type="checkbox"/> K. Jaskulka (MSHN)	<input type="checkbox"/> J. Pinter (NAA Contractor)
<input type="checkbox"/> K. Posen (The Right Door)	<input checked="" type="checkbox"/> C. Watters (MSHN)	<input checked="" type="checkbox"/> M. Rozek (BABH)*
<input checked="" type="checkbox"/> S. Richards (The Right Door)	<input checked="" type="checkbox"/> C. Mills (Newaygo)*	<input type="checkbox"/> T. Curtis (Montcalm)
<input checked="" type="checkbox"/> S. Stroh (Gratiot)	<input checked="" type="checkbox"/> B. Pazdan (CEI)*	
	<input type="checkbox"/> T. Humphreys (Huron)	

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## 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*

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## 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 9/27/2017 Agenda - Approved – item 7 was added for Direct Care
3. Review PNMC Minutes 8/23/2017
4. PNMC Action Plan Review Progress to Plan
  - a. Home and Community Based Services Update (T. Lewicki)  
Plan is to think through the process for implementation – still moving forward and monthly updates will be provided to PNMC.
  - b. Regional Inpatient Operations Workgroup Update (C. Watters)  
The workgroup meet last week. The contract was reviewed by legal  
Contract will be submitted to the OPS Council in October. A process for change management was discussed – any changes submitted to CMHSPs to be sent to MSHN. Ad-hoc workgroup will address any changes (July 31) a yearly procedure will be executed by MSHN and submissions should go to K. Jaskulka (MSHN). Legal guidance indicates it is not necessary to use a BAA since the contract has HIPPA provisions. Legal guidance sent to the workgroup.
    - I. FY18 monitoring – FY18 regional monitoring will be coordinated/led by Melissa Davis (Inpatient) & Amy Dillon (FI). There will be a statewide training for Inpatient monitoring statewide protocol in November. MSHN will be holding a meeting with

recipients' rights officers on October 18<sup>th</sup>. Expect a memo in short order along with a request for FY17 monitoring schedule so the FY18 schedule may be developed.

**Q:** hospitals outside of region how is monitoring being shared with CMHs - **A:** PIHP workgroup is working to develop an FTP site where reports will be made available to CMHSP/PIHPs.

**Q:** When should new inpatient contract be used – **A:** Any new or renewals that occur on or after 4.1.18

- c. Network Adequacy Assessment (J. Pinter/C. Watters) – a tracked changes version will be presented in October. MSHN Leadership will review by November and send submissions to the OPS Council to review in December.
- 5. Annual Policy and Procedure Action – expect final versions to be available and sent to PNMC in December upon completion of review/approval process.
  - a. Provider Network Management Policy – *recommended to move forward*
  - b. Provider Network Credentialing and Recredentialing Policy – *staff title change – recommended to move forward*
  - c. Credentialing Monitoring Procedure – *recommended to move forward*
  - d. Credentialing Suspension and Revocation Procedure – *recommended to move forward*
  - e. Credentialing Temporary and Provisional Procedure – *recommended to move forward*
  - f. Credentialing Background Check and PSV – *recommended to move forward*
  - g. Disclosure of Ownership, Control, and Criminal Conviction – *edits to reflect CMPSH/SUD responsibilities were.*
  - h. Provider Appeals Procedure – *recommended to move forward*
  - i. Provider Network Reciprocity – *recommended to move forward*
- 6. Informational Topics
  - a. Provider Directory/Managed Care Rules (C. Watters) – Template was provided for review. The directory template will require monthly updates be uploaded to box. PCE system will support automatic monthly updates to the web directory. The current Provider Directory on MSHN website will be replaced.
  - b. Measurement Timeline (A. Horgan/C. Watters) – Tabled until November meeting
  - c. Medicaid Funded Housing Assistance Memo (C. Watters) - FYI
  - d. Mobile Intensive Crisis Stabilization Services Bulletin (C. Watters) – FYI
- 7. Direct Care staff wage increase  
Carolyn followed up with Leslie Thomas (MSHN) on the finance email that was sent out. Leslie has asked that PNMC members reach out to finance council representative regarding the direct care wage information request.

Meeting adjourned at 11:00 am

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