

Meeting: Quality Improvement (QI) Council

Meeting Date: November 17, 2016

Attendees:

Attended in Person: CMHCM, CEI, Gratiot, Saginaw, Shiawassee, Tuscola

Attended by Phone: BABH, Huron, LifeWays, Montcalm, Newaygo, and the Right Door

MSHN Staff: Joe Wager (In Person), Todd Lewicki (In Person), Kim Zimmerman (In Person), Jeanne Diver (Phone), Leathia Hodge (Phone) and Shannon Myers (In Person)

Guests: CMHSP BTR staff joined the meeting for the review of the BTR quarterly report

KEY DISCUSSION TOPICS

- Review & approve minutes
- Review & approval of agenda for today's meeting
- Review follow up action items/action plan
- Performance Measures Update
- Retained Contract Functions Update
- Performance Improvement Project (s)
- FY 16-17 QAPIP Review
- FY 16 Annual Effectiveness Plan
- Policy/Procedure Review
- FY16 SUD Satisfaction Survey Summary Report
- Managed Care Rules Tracking Matrix
- Measurement Portfolio
- Updates: MSHN, Council & Committee Updates

✓ **KEY DECISIONS**

- Review & Approve Minutes- The minutes from 10/27/16 were approved as submitted
- Review & approval of agenda for today's meeting- The agenda was approved with the following changes/additions:
 - ✓ Kim added a discussion on the annual compliance report if time permits
 - ✓ Heather added a discussion on the consistency in reporting misuse of prescription meds
- Review follow up action items/action plan- Reviewed the action items from last meeting
 - ✓ There is only one agency with an outstanding task on the FY 17 QIC Acton Plan
 - ✓ Next task due is the PI data that is due to MSHN by Dec. 1st
- Performance Measures Update
 - ✓ FY16 Q4 Performance Indicator Summary Report:
 - Not due until January/February
 - The group is to share thoughts or ideas with Kim on changes or improvements to the summary report
 - ✓ FY16Q4 Behavior Treatment Review Summary Report
 - Group reviewed the summary report
 - There was a discussion on definitions and any needed revisions to the BTR Summary Report for FY17
 - It was decided that the sub-committee for the BTR group would be called back together for a one-time meeting to review any needed changes for FY17. Kim will schedule this meeting by January.
 - ✓ Satisfaction Surveys: MHSIP and YSS
 - There was a discussion on local QI efforts
 - Group reviewed the FY14 and FY15 MSHN, State, and National percentages
 - QIC will target areas where MHSN was below the State and National averages first for QI efforts
- Retained Contract Functions Update:
 - ✓ Stefanie (CEI) presented the CI reports through FY16 Q4
 - ✓ Discussion ensued about any needed changes to the report for FY17.

	<ul style="list-style-type: none"> • Performance Improvement Projects <ul style="list-style-type: none"> ✓ RAS/RSA <ul style="list-style-type: none"> ○ Kim went over the FY16/17 Implementation Plan Revisions for the RAS and RSA with the group. ○ The implementation plan was accepted as written and will be implemented for FY17 ✓ HEDIS Measure <ul style="list-style-type: none"> ○ Care Alert Reports will be sent out following the meeting • FY16-17 QAPIP Review: <ul style="list-style-type: none"> ✓ The group looked at the FY16 QAPIP document and made recommendations for the any needed changes for FY17 ✓ The recommended changes were approved by the group. • FY16 Annual Effectiveness Review: QIC Annual Report <ul style="list-style-type: none"> ✓ The group reviewed the FY16 QIC Annual Report and made recommended changes/updates to reflect the accomplishments for FY16 and goals for FY17 ✓ The revisions were approved by the group • Policy/Procedure Review <ul style="list-style-type: none"> ✓ New Draft Policy <ul style="list-style-type: none"> ○ The group reviewed the Consent for Release of Information policy and approved it as written. ○ It will now move to the Ops Council for review and approval ○ Some members of the group requested some clarification on what was included in the non-electronic health information exchange environments ○ Kim will get this clarification and send out via email to the Council • FY16 SUD Satisfaction Survey Summary Report <ul style="list-style-type: none"> ✓ This is year 2 of the SUD Satisfaction Survey Summary Report ✓ The group reviewed and discussed the summary report ✓ The group was advised to send any additional feedback to Kim • Managed Care Rules Tracking Matrix <ul style="list-style-type: none"> ✓ Other workgroups are still in the process of reviewing this and the statewide PIHP group is still meeting to provide additional updates and clarification ✓ Kim will continue to provide updates on the matrix ✓ The QIC will begin to look at needed changes to current policies/procedures and practices starting in January to ensure compliance with the new rules • Measurement Portfolio <ul style="list-style-type: none"> ✓ No review at this time
✓ ACTION/INPUT REQUIRED	<ul style="list-style-type: none"> • PI data due to MSHN on Dec. 1 • Performance Measures Update <ul style="list-style-type: none"> ✓ Kim to schedule a one-time meeting of the BTR sub-committee • RAS/RSA: <ul style="list-style-type: none"> ✓ The surveys will be implemented according to the plan for FY17 • Policy/Procedure Review <ul style="list-style-type: none"> ✓ Kim will send the draft consent for release of information policy to Ops Council for review ✓ Kim will seek clarification on non-electronic exchange environments and send out to the group
✓ KEY DATA POINTS/DATES	<ul style="list-style-type: none"> • Next Meeting: January 26, 2017 (December meeting was cancelled due to consensus of the group)