

County of Los Angeles – Department of Mental Health  
SA 4 Program Administration  
**SA 4**  
**CHILD AND ADULT**  
**INTEGRATED QUALITY IMPROVEMENT COMMITTEE**

**MEETING AGENDA**  
**February 19, 2008**  
**10:30 AM – 12:00 PM**



- |       |              |   |
|-------|--------------|---|
| I.    | 09:30 AM     | QIC Project Subcommittee Meeting  |
| II.   | 10:30 AM     | Welcome & Introductions   |
| III.  | 10:35 AM     | Announcements & Handouts (SD/MD<br>Organizational Provider's Manual)                                    |
| IV.   | 10:40 AM     | Subcommittee Report on QIC Project  |
| V.    | 11:00 AM     | Morale Survey Update/discussion   |
| VI.   | 11:20 AM     | QIC Meeting Quality/Expectations  |
| VII.  | 11:35 AM     | Q & A   |
| VIII. | 11:50 PM     | Open topics/Agenda Items for Next Meeting   |
| IX.   | Next meeting | March 18, 2007<br>St. Ann's Maternity Home<br>155 N. Occidental Blvd.<br>LA, CA 90026<br>(213) 381-2931 |

LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH  
 SA 4 Quality Improvement Committee Meeting Minutes  
 February 19, 2008

Type of Meeting	SA 4 QIC Meeting	Date	February 19, 2008
Place	St. Ann's Maternity Home 155 N. Occidental Blvd., LA, CA 90024 Room 224	Sub-Committee Start Time General Meeting Start Time	09:30 AM 10:30 AM
Chairperson	Joshua Ciszek	End Time	12:00 PM
Members Present	Nataliya Ewalt, Donetta Jackson, Shiva Khatami, Maribel Nieves, Rose Garcia, Jeff Kohn, Rodriguez, Michelle Hernandez, Wendy Hammond, Jenifer Johnson, Candace Sims, Janelle Gonzales, Kathy Silbert, Ernie Torres, Antonia Aikins, Christine Bae, Penny Greenblatt, Janette Lee, Jenifer Estell, Rhiannon Decarlo, Reza Khosrowabadi, Richard Hoskins, Rachel Tramonte		
Absent Members	Aids Project, Asian Rehab, Behavioral health Services, Cedars, Children's Bureau of Southern California, Children's Hospital, Children's Institute International, Didi Hirsch, Downtown Mental Health Center, El Centro Del Pueblo, Filipino-American, Hillside, Gateways homeless Services Program, Health Research Association, Indochinese Counseling Center, IMCES, LAC-USC Medical Center Adult Psychiatric Outpatient, LAC-USC Medical Center Child Adolescent Psychiatric Outpatient, LAMP, LAC/USC, LA Free Clinic, LA Gay & Lesbian Center Northeast Mental Health Center, Optimist Youth Homes, Para Los Niño's, Star View, Special Services for Group, Star View Children & Family Services, Telecare Corp. Traveler's Aid, United American Indian, LA Child Guidance.		
Agenda Item & Presenter	Discussion and Findings	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible / Due Date

<p>Call to Order of Sub-Committee Meeting</p>	<p>The QIC SA 4 Sub-Committee meeting was called to order at 9:30 AM and introduction was made.</p>	<p>The sub-committee Chair and Co-Chair were not present and the committee will meet again on March 18, 2008</p>	<p>Dr. Carolyn Heier, Anu Mandapati Sub-Committee Chair &amp; Co-Chair and the Sub-committee members</p>
<p>Review of Minutes of Sub-Committee</p>	<p>No minutes were reviewed</p>	<p>NA</p>	<p>Dr. Carolyn Heier and Anu Mandapati</p>
<p>Call to Order of General Meeting &amp; Introduction</p>	<p>The SA 4 General Meeting was called to order at 10:30 &amp; Introductions were made starting with the new chair, co-chair, Joshua Ciszek and Dr. Anahid Assatourian and the QIC members</p>	<p>The chair mentioned that attendance to the QIC meeting is the contractual obligation of the providers</p>	<p>Joshua Ciszek</p>
<p>Review of Minutes and Approval</p>	<p>The minutes were reviewed and approved with no correction or addition</p>	<p>NA</p>	<p>Joshua Ciszek QIC Members</p>
<p>Announcement and Handouts</p>	<p>there was no announcement and the following handouts distributed: Short-Doyle/Medi-Cal organizational Provider's manual, updated April 2007 Voiding &amp; Rebilling Medi-Cal Claims Healthy Families &amp; Medi-Cal Bridging Process FCCS Info. Notice January 30, 2008 with Service Area/Bureau &amp; Service Location Codes. Procedure Codes-Detailed Reference EPSDT Non-Reimbursable Services/Activities</p>	<p>NA</p>	<p>Joshua Ciszek Dr. Anahid Assatourian</p>
<p>QIC Sub-Committee Report</p>	<p>The Leadership Training will be on Tuesday,</p>	<p>Provide detailed format of training. For Documentation Training, Use vignettes to aid</p>	<p>Dr. Carolyn Heier Anu Mandapati Martie Drinan Dr. Anahid Assatourian QIC Sub-Committee</p>

	<p>April 22, 2008 at St. Anne's by Dr. Larry Iverson, Ph.D. A letter and flyer will be distributed to providers with detailed information regarding the objectives of the training. No CEU credit for the training. There was questions about if all the supervisors should attend and if the training or a representative may attend and if the training will be lecture type or interactive. Documentation training will be in May 2008 and the sub-committee is waiting to get the training date from Norma Fritsche. A letter from SA 4 district chief will be sent to the providers describing the benefits of the Leadership and Document training.</p>	<p>training, make presentation more relevant to clinicians, define all fields on forms. For Morale Survey, What time period does it cover, how formal does the survey tool need to be and does the validity of tool determine if this is PIP?</p>	<p>QIC Sub-Committee</p>
<p>Morale Survey Update/ Discussion</p>	<p>The QIC project Morale Survey Questionnaire for 2007 will be used for Pre-Post training Validation of the Questionnaire was discussed</p>	<p>What time period does the questionnaires cover? How formal does the survey tool need to be? Ask Martie Drinan, does the validity of the tool determine if this is PIP (Performance improvement Project)?</p>	<p>Joshua Ciszek Dr. Anahid Assatourian Martie Drinan Norma Fritsche</p>
<p>QIC Meeting Quality/Expectations</p>	<p>a) The QIC Chair requested that providers suggest what they think it would be beneficiary and meaningful for the QIC meeting how to make the QIC meeting more meaningful and beneficial for providers?  b) QIC Chair asked providers about future Topics for Presentations</p>	<p>a) -Consistency across all SPA QICs; common agenda -More time for open forum -Consistent messages from DMH; accountability -Feedback loop from SPAs to QIC Chairs meeting -Have more departmental representative attend to QIC Chairs meeting to get more direct answers to questions -Clear communications</p>	

		<p>about AQ requirement changes  -To be informed about any major changes about audit.</p>	
<p><b>Q &amp; A</b></p>	<p>Questions that the providers requested to be answered</p>	<p>b)  -Evidence Based practices/Contacting  -MAT-Service Overview  -PEI-Overview  -Auditor controller-protocols and checklists</p> <p>-90801 needs clarification on use  -90889 needs clarification on use  -Definitive list of usable codes (including rules on use)  -Could a nurse bill for monitoring a client who is self-administering medication?  -Are there other services that can be billed during the assessment period other than 90801 &amp; 90802?</p>	<p>Joshua Ciszek  Dr. Anahid Assatourian  Norma Fritsche  Martie Drinan</p>

Next Meeting	March 18, 2007 St. Anne's Maternity Home 155 N. Occidental Blvd. LA, CA 90026 213-381-2931	NA	Joshua Ciszek Dr. Anahid Assatourian
--------------	--	----	---

Chair: Joshua Ciszek

Date:

*[Handwritten Signature]*

3/18/08

Co-Chair: Dr. Anahid Assatourian

Date:

*[Handwritten Signature]*

3/18/08