

COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH
 ANTELOPE VALLEY – SA1

Quality Improvement Council Meeting

A G E N D A

January 3, 2017

2:00 – 4:00 p.m.

2323-A Palmdale Blvd. Conference Room
 Palmdale, CA 93550

Debi Berzon-Leitelt, LCSW, MPA, Chair

Barbara Paradise, LMFT, Co-Chair

I.	Introductions and Review of Minutes	QIC Members
II.	DMH Web Portal Training - update	D. Berzon-Leitelt
II.	Quality Improvement FALL MHSIP – November 2016 Count	Juan Cabrera
III.	Clinical Quality Improvement – OMD Reporting Clinical Events 303.05	D. Berzon-Leitelt B. Paradise
IV.	Cultural Competency Underserved Cultural Communities Subcommittees (UsCC)	D. Berzon-Leitelt B. Paradise
V	Training: “Engaging and Retaining Young Men Who Have Sex with Men (YMSM) in Culturally Responsive Services”	Juan Cabrera D. Berzon-Leitelt
VI.	Policy Updates - HIPPA	D. Berzon-Leitelt B. Paradise
VII.	Quality Assurance Disclosures of Ownership and Control	D. Berzon-Leitelt B. Paradise
VIII.	Training; Chart Reviews	D. Berzon-Leitelt B. Paradise
IX.	Announcements / QIC Calendar 2017 – Next Meeting	D. Berzon-Leitelt B. Paradise

Next Meeting:

March 7, 2017

2:00 – 4:00 p.m.

2323-A Palmdale Blvd., Palmdale, CA 93550

Cultural Competency – CCC meets 2nd Wed. every month 1:30pm-3:30pm

DMH Headquarters, 550 South Vermont Avenue, Los Angeles, CA 90020

Conference calling is available.

DMH Internet <http://dmh.lacounty.gov>

DMH Program Support Bureau <http://psbqi.dmh.lacounty.gov/>

Los Angeles County Network of Care <http://losangeles.networkofcare.org/mh/>

**LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
PROGRAM SUPPORT BUREAU
QUALITY IMPROVEMENT DIVISION**

Type of Meeting	SA-1 Quality Improvement Committee (QIC)	Date	January 3, 2017	
Place	Antelope Valley Kidz <u>Connection</u> 2323-A Palmdale Blvd. Palmdale, CA 93550	Start Time:	2:00 PM	
Chairperson SA-1 Liaison	Debra Berzon-Leitelt, LCSW, MPA	End Time:	4:00PM	
Co-Chair SA-1 Liaison	Barbara Paradise, LMFT			
Members Present	Levana Adato, Debra Berzon-Leitelt, Jolene Eccles, Jennifer Evans, Heather Erkel, Christina Judson, Linda Leizerowitz, Erica Melbourne, Barbara Paradise, Alan Pouravanes, Luis Ramirez, Lynette Shonibare, Racquel Jones, Iling Wang, Susan Wood, Kristen Anderson, Connie Kessinger			
Agenda Item & Presenter	Discussion and Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date	
Call to Order & Introductions	Meeting was called to order at 2PM. Introductions were made.	N/A	Debra Berzon-Leitelt, Barbara Paradise	
Review of Minutes	The November minutes were reviewed.	Minutes from the November 2016 meeting were reviewed by the present membership. Lynette Shonibare moved for adoption of the notes and Luis Ramirez seconded the motion. Minutes were approved with change for misspelling.	Debra Berzon-Leitelt, Barbara Paradise	

Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Quality Improvement			
Web Portal Training	Debra Berzon-Leitelt oriented members on the use of DMH Web Portal (http://dmh.lacounty.gov/) and the Program Support Bureau website to access QAQI data. (http://psbqi.dmh.lacounty.gov/)	Members explored the information and asked questions to clarify information.	Debra Berzon-Leitelt
Fall MHSIP November 2016	Juan Cabrera congratulated members on their survey submissions. He reported 800 surveys were “completed” and 121 were “refused” for a total of 921 submissions for SA 1. There was a discussion about whether providers submitted refused surveys or not, as the refused number seemed somewhat small for the overall submissions. Juan encouraged members at next submission to submit “refused” forms. There were reminders that the county client # needs to be entered and the date of birth needs to be bubbled. Linda Leizerowitz reported she brought her clerk who administered the MHSIP and found success with their administration.	Members reviewed the information. Members suggested that the due date for the surveys to be turned in to SA Liaison. It was recommended that at the next MHSIP training other providers could invite their members who administer the MHSIP.	Juan Cabrera
Cultural Competency	Debra Berzon-Leitelt informed members that if they have an interest in the UsCC committee. Barbara Paradise discussed the Cultural competence tracking and train and the web-based cultural competency training. Debra Berzon-Leitelt and Alan Pouravanes discussed one of the presented topics of cultural humility.	Members reviewed information and discussed.	Debra Berzon-Leitelt, Barbara Paradise
Patient’s Rights Office	No updates	No updates	No report

Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Policy Updates- Office of Compliance	Debra Berzon-Leitelt shared the policy updates, specifically HIPPA policy update.	Members reviewed policies	Debra Berzon-Leitelt, Barbara Paradise
Clinical Quality Improvement -Office of the Medical Director (OMD)-	<p>-Debra Berzon-Leitelt and Barbara Paradise discussed the complexity of the use of the CSSRS. Debra Berzon-Leitelt reviewed the parameters of Reporting Clinical Events involving active clients.</p> <p>-Performance Improvement Project (non-clinical)- Access test calls. The calls to Access continue to be monitored to improve access to service.</p> <p>-Family Resource Center- Step down for FSP- Clinical Performance Improvement Project for the Countywide QI, it will be funded using MHSA funds and RFPs will be forthcoming.</p> <p>-SA 1 and 8 will be the next areas rolling out VANS- Vacancy Adjustment Notification System. This will allow SA agencies to publish their openings. It will be used for ACCESS and for linkages to increase beneficiaries' access to care.</p> <p>-CSEC project update- Lynette Shonibare requested members to encourage clinicians to go to trainings.</p>		Debra Berzon-Leitelt, Barbara Paradise
Upcoming Training	Juan Cabrera announced the YMSM training locally.	Members reviewed the training information	Juan Cabrera

Quality Assurance			
Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Recent/Upcoming Audits & Reviews	None reported.	N/A	Debra Berzon-Leitelt, Barbara Paradise
MediCal Certification Section	No update	N/A	Debra Berzon-Leitelt, Barbara Paradise, Iling Wang
Training and Operations	No update	N/A	Debra Berzon-Leitelt, Barbara Paradise
Policy & Technical Development	No update	N/A	Debra Berzon-Leitelt, Barbara Paradise
Next Meeting	March 7, 2017 2PM Antelope Valley Kidz Connection 2323-A Palmdale Blvd. Palmdale, CA 93550 Large Conference Room 661-223-3800	N/A	N/A

Respectfully Submitted, Barbara Paradise, LMFT