LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
SA 5 Quality Improvement Committee
Minutes

Type of Meeting	Quality Improvement Committee	Date	January 6, 2009
Place	Didi Hirsch CMHC 4760 S. Sepulveda Blvd., Culver City	Start Time	9:00 AM
Chairperson	Monika Johnson, Jessica Wilkins	Adjournment	11:00AM
Members Present	Karen Williams, DMH; Patrice Grant, DMH; Monika Johnson, DMH; Thang Nguyen, DMH; Jessica Wilkins, Alcott Center; Susan Houck Strom, Didi Hirsch; Nilsa Gallardo, Edelman – Child; Stephen Jacobson, Edelman – Adult; Cheryl Carrington, Vista Del Mar; Michi Okano, PACS; Jasmina Moore, ECF/Kayne-Eras; Eloisa Ramos Robles, ECF/Kayne-Eras; Nick Maiorino, St. Joseph Center; Dorothy Berndt, St. Joseph Center; David Kneip, Exodus Recovery; Nicole Ryan, The HELP Group; Barbara Hold, Step Up on Second; Susan Edelstein, UCLA Ties for Adoption; Brenda Pitchford, UCLA Ties for Adoption; Jamie Hayworth, Homes For Life Foundation; Jennifer Levine, WISE & Healthy Aging; Martha Andreani, St. John's CDC; Amy Turk, OPCC; Erma Oppenheim, DMH.		
Excused Members	Kristi Rangel, Alcott Center; Loretta Herndon, St. Joseph Center; LeeAnn Skorohod, Exodus Recovery; Paisha Allmendinger, UCLA Ties for Adoption; Sharon Greene, St.John's CFDC; Sally Melvin-Pick, WISE & Healthy Aging; Anahita Saadatifad, Homes for Life Foundation; Kim Fuller, The Help Group; Fanny Dieppa, The HELP Group; Rose Garcia, Didi Hirsch.		
Absent Members			

Agenda Item & Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
Call to Order & Introductions	The meeting was called to order at 9:00 a.m.	Introductions were made	Jessica Wilkins Monika Johnson QIC Membership
Review of Minutes and Handouts	Minutes were approved for November 2008.	Final approved minutes for September 2008 were distributed.	QIC Membership

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	Trouble Shooter Roster was updated.	Monika reported that Portals may designate a person to come to the SA5 QIC although they are not required to attend, and they attend QICs in several other SAs.	Monika Johnson
DMH Updates	Karen reported that PEI planning is moving forward, and that the Service Area Ad Hoc Steering Committees are in place. They are designed to make recommendations to the Department regarding the focus of the planning. She announced that the first SA 5 meeting will be this Thursday, January 8th, from 3:00PM – 5:00PM at The Help Group. All future meetings will be at The Help Group on the 2nd Thursday of the month, and at St. Joseph Center on the 4th Thursday of the month.		Karen Williams

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	Karen further announced that Cathy Warner is the new Deputy Director of Adult SOC, and has responsibility for SA7 and SA8. Debby Innes-Gomberg has direct responsibility of MHSA Implementation. Karen addressed concerns re: the large budget deficit, and stated that there is now an opportunity for program transformation, with a shift from County General Funds to MHSA funds.		Karen Williams
DMH Policy & Procedures	• Monika announced that several new policies have been issued, including Policy # 401.4, Procedures For Screening, Treating And Referring Veterans To Ensure Appropriate Services; Policy # 112.21, National Provider Identifier (NPI) Requirements; Policy #112.22, Updating And Maintaining NPI Application Data; and Policy # 202.35, Compliance With Department of Mental Health Practice Parameters.	Monika distributed the policies.	Monika Johnson

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Quality Assurance	• Request to Change Provider	Providers were again reminded to submit the Monthly Log to the Patients' Rights Office. Providers agreed.	All Providers
	• QIC Chair QA Minutes distributed from November.	Monika will continue to distribute QIC Chair QA Minutes to ensure integrity of QA information distributed by Norma Fritsche.	Monika Johnson Jessica Wilkins
	• PERM Audit No new information or inquiries from the State.		
	• CCCP Question: Is the new CCCP in effect? Answer: A CCCP training committee met in December to develop and plan for the implementation of the revised CCCP.	This information can be found in Norma's Minutes for November 2008.	

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	• Claiming for Services	Copies of the 8-page handout "Claiming For Services" were distributed.	Jessica Wilkins Monika Johnson
	Question: Can you use the code 90801 and 90802 several times?	Answer: Yes	
	Question: Can that (triage) be part of the assessment period?	Answer: Everything needs to be geared towards the treatment plan in a 60 day period.	
	Question: If a service happens after closing an episode, can I still be billing?	Karen stated that this needs to be clarified further w/ Norma.	

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	• Clinical Incidents Karen reported that until recently it was a practice to discuss clinical incidents w/o identifying information in the SA QIC meetings. She stated that some voiced concerns regarding HIPAA guidelines.	Karen requested that respective providers send Incident Reports to Dr. Shaner, and to notify her by telephone about this occurrence.	Members
	• DMH Letter No. 08-10, Electronic Signatures and Electronically Signed Records Monika and Jessica reported that this letter was just recently issued by the State and that DMH has not yet had the opportunity to meet and discuss implementation or response to the letter. Implementation for providers is mandatory.	DMH Letter No. 08-10 was distributed.	Members

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Quality Improvement	• Quality Improvement Project SA 5 Members were asked to decide on the specific topic of the QI Project. At the previous meeting there has been discussion about coordination and continuity of care issues. Karen suggested that the focus of the QI Project could be on performance based contracting since there is concern that previous Performance Outcome Measures yielded relatively low levels of survey response rates. Members were very engaged in a discussion about possible topics. One member suggested to focus on Performance Outcome hospitalization data, since it refers to improvement of timely access to services and improving coordination w/ hospital staff.	Members voted on focusing on Outcome Measures as a QI Project. Members planned to discuss whether the specific measure should be addressed, or if having an increased number of Outcome Measures completed by consumers should be addressed, at the next QIC meeting.	Members

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Next Meeting	• The next Service Area 5 Quality Improvement Committee meeting will be held on Tuesday, March 03, 2009 at Didi Hirsch CMHC, 4760 S. Sepulveda Blvd. in Culver City from 9:00AM – 11:00AM.	N/A	N/A

Respectfully Submitted,

M. Johnson, Psy.D.
Monika Johnson, Psy.D.

J. Wilkins MFT
Jessica Wilkins, MFT