

**LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
SERVICE AREA 7
QUALITY IMPROVEMENT COMMITTEE (QIC) Minutes**

Type of Meeting:	SA 7 QIC	Date:	February 16, 2016	
Place:	Gus Velasco Neighborhood Center 9255 S. Pioneer Blvd. Santa Fe Springs, California 90670	Start Time:	2:00 PM	
Chairpersons:	Antonio Banuelos Caesar Moreno Kari Thompson	End Time:	4:00 PM	
Members Present:	Misty Aronoff, Laura Solis, Hsiang-Ling Hsu, Dina Delgado, Narhara Martinez, Jennifer Garcia, Gwen Lo, Jennifer Phan, Ashlei Sullivan, Marishia Phillips, Kari Thompson, Robin Washington, Tonia Amos Jones, Antonio Banuelos, Silvia Rowe, Lisa Leon, Joseph Chavez, Catherine Wulfensmith, Caesar Moreno, Raul Velasquez, John Medina, Jessica Sanchez, Michelle Barajas-Sanchez, Francisca Ramos, Soua Ly, Stephanie Platt, Bryceton Danico, Adriana Carrillo, Mari Yniquez, Cara Jenson, Sandy Aldrete, Carmen Vargas			
Agenda Item & Presenter	Discussion and Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible	
Welcome & Introductions	Meeting was called to order at 2:00 pm		Kari Thompson	
Review & Approval of Minutes	Minutes from January meeting reviewed	Approved by Marishia Phillips and Joseph Chavez	Kari Thompson	
Announcements	Change of Provider Report – January 2016	Collected from providers	Antonio Banuelos	

Quality Improvement Updates	<p>Translation Services – Directly Operated will use Access, Contract Providers need to find your own resources within the community</p> <p>Columbia Suicide Scale – Directly Operated required to use however DMH still working on policy, Contract Providers can use if they wish or adopt their own</p> <p>Psychiatrist Peer Reviews – Medication Monitoring</p> <p>Provider Directory – Program Support did some revisions, Check for accuracy and let Antonio know if it needs corrections</p> <p>Patient Rights – Updated Consumer Resource Directory – on website is the NOA-E in Spanish - Patient Rights are in the process of matching up to the State DHS forms/languages, keep current forms in lobby until new</p> <p>Cultural Competency – Sandra to return in March</p> <p>Test Calls – will email the scoring guide and report for 2015 for SA7</p> <p>MHSIP Surveys – Tonia to review next meeting</p>	<p>ASL is still requested from Access Unit</p> <p>Contact developer on website for training</p> <p>Handout Policy 306.02</p> <p>Review website for Updates</p> <p>Review website for new forms</p> <p>SA7 scheduled for 2016 will be completed on-line</p>	<p>Caesar Moreno & Antonio Banuelos</p> <p>Tonia Amos Jones</p>
Quality Assurance Updates	<p>State System Review – Total of 9 cases from SA7 – 7 providers from SA7 selected – Chart Flagging Instructions on website, review period Jan. 2015 – March 2015</p> <p>QA Reports were due Jan. 31st for LE's, 101 out of 127 submitted, please submit</p> <p>Documentation Training Schedule</p>	<p>Chart drop off period 7:30-10:00 and 3:00-5:00</p> <p>Exit Conference – March 4 @ 9:00</p> <p>Handout Given</p>	<p>Caesar Moreno & Antonio Banuelos</p>

Q.A. Continued	Service Request Log – new data elements coming out soon Inspector General Office – (Feds) to audit 50 of 53 counties, 500 claims to cross reference the State audits Health Information Management Office – Charles is managing duplications of client records, make sure to search before creating a new client in IS & IBHIS		Caesar Moreno & Antonio Banuelos
Adjournment	Meeting was adjourned at 4:00 pm	Next meeting: March 15, 2016	Kari Thompson

Respectfully Submitted,

Antonio Banuelos & Caesar Moreno & Kari Thompson
QIC Co-Chair QIC Co-Chair QIC Co-Chair