

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

<b>Type of Meeting:</b>	<b>SA 7 QIC</b>	<b>Date:</b>	<b>June 21, 2016</b>	
<b>Place:</b>	<b>Gus Velasco Neighborhood Center</b> 9255 S. Pioneer Blvd. Santa Fe Springs, California 90670	<b>Start Time:</b>	<b>2:00 PM</b>	
<b>Chairpersons:</b>	<b>Antonio Banuelos</b> <b>Caesar Moreno</b> <b>Kari Thompson</b>	<b>End Time:</b>	<b>4:00 PM</b>	
<b>Members Present:</b>	Melanie Cain, Jessica Sanchez, Misty Aronoff, Laura Solis, Hsiang-Ling Hsu, Sandy Aldrete, Dina Delgado, Roshni Chabra, Francisca Ramos, Nahara Martinez, Regina Esparza, Cara Jensen, Gwen Lo, Dawn Ledesma, Michael Olsen, Iris Orozco, Tiffani Tran, La-Quesha Robinson, Jennifer Phan, Mike Ford, Jennifer Mitzner, Mari Yniguez, Yuchai Tse, Tonia Amos Jones, Marcel Mendoza, Lucia Cota, Julie Elder, Gloria Guevara, James McEwen, Lisa Leon, Joseph Chavez, Alex Ballan, Catherine Wulfensmith, Michelle Lopez-Munroe, Adriana Carrillo, Shianne Torales, Rocio Parra, Laura Cisneros, Antonio Banuelos (Chair), Caesar Moreno (Co-Chair), Kari Thompson (Co-Chair)			
<b>Agenda Item &amp; Presenter</b>	<b>Discussion and Findings</b>	<b>Decisions, Recommendations, Actions, &amp; Scheduled Tasks</b>	<b>Person Responsible</b>	
<b>Welcome &amp; Introductions</b>	Meeting was called to order at 2:00 pm		Caesar Moreno	
<b>Review &amp; Approval of Minutes</b>	Minutes from May, 2016 meeting reviewed	Minutes approved by: Michael Olsen Tonia Amos Jones	Kari Thompson	

<p><b>Announcements Presentations</b></p>	<p>The Whole Child – Birth to 5 Program Free Infant Massage Class &amp; Car Seat Safety Workshop</p> <p>South Central Health &amp; Rehabilitation Program (SCHARP) Introduced Integrated Care Program (ICP)</p>	<p>Introduced 0-5 Program and Handouts given regarding “Infant Massage” &amp; Car Seat Safety Workshop</p> <p>Brochure handout on ICP Services</p>	<p>Rocio Parra &amp; Laura Cisneros</p> <p>Julie Elder</p>
<p><b>Quality Improvement Updates</b></p>	<p><b>Handouts from Countywide QIC</b></p> <p><b>Change of Provider Logs</b> May, 2016 Provider Logs collected during meeting Reviewed process for submitting COP monthly logs Email COP monthly logs to <a href="mailto:DMHCOP@dmh.lacounty.gov">DMHCOP@dmh.lacounty.gov</a> and cc: Antonio Banuelos at <a href="mailto:anbanuelos@dmh.lacounty.gov">anbanuelos@dmh.lacounty.gov</a>. Logs to be submitted before the 10<sup>th</sup> of the following month. After the 10<sup>th</sup> and before the next QIC meeting, Antonio will provide a list of outstanding logs.</p> <p><b>Cultural Competency Update</b> Expect an email from Cultural Competency unit that will be distributed to providers outlining expectations from legal entities regarding cultural competency training requirements.</p> <p><b>EQRO</b> EQRO draft is out, waiting for final report. Overall review went well. There will be 2 EQRO sessions within same year – 2017</p> <p><b>QI Division Update</b> MHSIP surveys were collected from participating agencies. Over 9000 surveys were collected system wide. Currently waiting on a vendor to be selected and data to be scanned.</p> <p>Test Calls – Jan – March 2016 Quarterly Report Reviewed Service Area 4 currently conducting test calls.</p>	<p>Service Area 7 @ 100% compliance for submission of COP</p>	<p>Antonio Banuelos</p> <p>Tonia Amos Jones</p>

<b>Quality Improvement Updates, continued</b>	<b>IBHIS/STATS</b> Proposed that meetings begin to incorporate IBHIS/STATS information, updates and questions.	Antonio will review questions/process and respond to group at each meeting	Antonio Banuelos
<b>Quality Assurance Updates</b>	<b>Handouts from Countywide QA</b> <b>State DHCS Updates</b> DMH still waiting to hear on MAA plan/codes, nothing published yet but effective date could be as early as July 1,2016 – DMH has asked effective date to be Oct.1 <sup>st</sup> , waiting to hear – IBHIS & Manuals will be updated on MAA changes		Kari Thompson

<p><b>QA Updates continued</b></p>	<p><b>Organizational Manual</b></p> <p>Organizational Manual will soon include addition of Understanding Documentation Powerpoint with examples of progress notes, currently all examples have been pulled as they were outdated</p> <p><b>Access to Care –</b></p> <p>Policy revised to include medication appointment criteria as well as service request log – reminder to use SRTS when transfers are made to other agencies</p> <p><b>Delay in Board Registration for ACSW &amp; MFT Interns</b></p> <p>Letter from June 6, 2016 reviewed regarding New Board of Behavioral Sciences Licensure Exams</p> <p>Information regarding the Law &amp; Ethics requirements reviewed as well as common reasons for delay</p> <p><b>ICC/IHBS Manual Updates</b></p> <p>These were removed from the State website until clarification can be given on the subclass criteria</p> <p><b>Excluded Diagnoses</b></p> <p>QA Division is aware that there are excluded diagnoses which are currently being used, the edits at the State will be turned on soon, start reviewing if you have not done so already</p>		<p>Kari Thompson</p>
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	<b>Non Billable vs. Billable Video</b>	Video watched and open discussion of Q&A	Antonio Banuelos Caesar Moreno Kari Thompson
<b>Adjournment</b>	Meeting was adjourned at 4:00 pm	<b>Next meeting: TBD</b>	

**Respectfully Submitted,**

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