LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
LONG BEACH/SOUTH BAY GEOGRAPHIC INITIATIVE
SERVICE AREA VIII - QUALITY IMPROVEMENT/QUALITY ASSURANCE (QI/QA) MEETING
Minutes, January 21, 2009

Type of Meeting	Service Area 8 Quality Improvement/Quality Assurance (QI/QA) Committee	**Date**	January 21, 2009
Place	ChildNet Youth & Family Services 2931 Redondo Ave., Long Beach 90806	**Start Time**	2:00 p.m.
Chairpersons	Scott Hanada (DMH/Coastal Asian Pacific Islander Family Mental Health Center) & Janet Fleishman (Stars Behavioral Health Group)	**End Time**	4:00 p.m.
Members Present	Nancy Lomibao, Miriam Ruiz, Leilani Liu, Misty Allen, Leeann Ekstrom, Patti Dilliner, Lorrie Leon, Helen Chang, Amanda Sanchez, Chad Brinderson, Ann Lee, Joel Solis, David Kneip, Teka Summers, Tiffani Morton, Sandra Gaia-Rae, Lynn Yoon, Ben Mijuskovic, Lorna Pham, Michael Fitzgerald, Norma Cano, Suh Chen Hsaio, Erin Von Fempe, Madoka Urhausen, William Owens, Christine Byrne, Valerie Crawfod, Laura Benko, Michele Munde, Jaslyn Dixon, Michael Schaefer, Sue Sundareson, Theodore Howlett, Virginia Howlett		
Absent Members	Delphina Knapp, Kathy Mills-Walker, John Lewis, Camille Do, Mitsuru Kubota, Kelly Asato, Charles Ellis, Lora Potts, Gina Thorne, Don Wells, Mary Czech		

Agenda Item & Presenter	Discussion and Findings	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible / Due Date
Review of Minutes	Minutes were reviewed and accepted by members.		
Call to Order & Introductions	The meeting was called to order at 2:00 p.m. The co-chairs and members were introduced.		

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	QUALITY ASSURANCE		
Contract Compliance Training	Nina Johnson and Sukeda Day from the Auditor-Controller's office provided a presentation on Contract Complaince Review for DMH Staff and Contract Providers.	Thank you Ms. Johnson and Ms. Day for your presentation!	
Medication Support Forms follow-up item	Mr. Hanada followed up on a member's question with Ms. Joguilon who presented the Medication Support Forms Training in November 2008. The question and answer are below. Q: Will DMH be looking at the increase use of the H2010 code? Members were concerned that billing H2010 when medication is not prescribed during the first visit will make it appear as if the assessment is not being done. A: The codes are what DMH believes to be the required elements for all HIPAA compliant medication support service codes. Medi-Cal does not care about the specifics of each medication support code but in order to be HIPAA compliant, DMH must satisfy the proper usage of these procedure codes especially if the claims go to Medi-Care. H2010 must be used when no medications are prescribed during the initial medication evaluation with a new client even when a detailed history of the client was completed.		

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Benefits Assessment form follow-up item	Ms. Judy Wherry provided the answer to the following question from one of the committee's members: Q: Can staff bill for completing the Benefits Assessment Form? Is this a billable activity? If so, what code is recommended. A: Completing the benefits assessment is not billable as a stand-alone activity.		
Forms	o Co-Occurring Disorders (COD) forms training - Ms. Jennifer Eberle from the Standards and Quality Assurance Division of the Department's Program Support Bureau will provide the COD forms training during our QA meeting on February 18, 2009. o Client Care Coordination Plan (CCCP) training - Our members discussed possible dates to hold this training. Dr. Ann Lee will notify members once the meeting date and location can be confirmed.	Dr. Ann Lee will contact members via email to confirm the COD and CCCP training dates/times/location.	**Ann Lee**
DMH Letter No. 08-10, Electronic Signatures and Electronically Signed Records	o Please carefully read the DMH Letter No. 08-10 that is contained in the handouts.		
Announcements	See Announcements at the end of the QI meeting notes.		

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	QUALITY IMPROVEMENT		
PIP STATUS REPORTS	Please carefully read the December 19, 2008 letter to CIMH from Ms. Martha Drinan. We are unable to discuss due to the extended presentation and limited meeting time.		
Additional Important handouts to review	Due to time constraints today, please review on your own, the following important handouts: o The Access Test Calls* handout was distributed so members can view the efforts to improve Service Accessibility. o Survey Translations, State DMH Letter to Robin Kay dated Oct 22, 2008. This is the State's response to Dr. Kay's letter. o Beneficiary Change of Provider Requests – 3rd Qtr Data for Calendar Year 2008		
Announcements	o 1736 Family Crisis Center is looking to move from their current Torrance office to a new location located on 190th St.		

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Handouts	o QA Agenda o Contract Compliance Training powerpoint handout o DMH Letter No. 08-10, Electronic Signatures and Electronically Signed Records o QI Agenda o November 19, 2008 meeting minutes o Dec. 19, 2008 letter to CIMH from Martha Drinan o Survey Translations, State DMH Letter to Robin Kay dated Oct 22, 2008 o Access Test Calls o Beneficiary Change of Provider Requests – 3rd Qtr Data for Calendar Year 2008		
Next Meeting	The next meeting will be held Wednesday, February 18, 2009 from 2-4 p.m. at ChildNet Youth & Family Services, 2931 Redondo Ave, Long Beach, CA 90806. Ms. Jennifer Eberle will provide our members with a brief COD forms training.		

Minutes Recorded by:

Ann Lee, Ph.D./ GI Representative

Minutes Reviewed and Approved by:

Scott Hanada, DMH Co-chair