

Mental Health

PROGRAM/PLANNING & QI COMMITTEE

MINUTES

Tuesday

JANUARY 8, 2002

PRESENT: Edward Berghorst, Joyce Kortman, James Mc Dowall, Kristine Nale, Veronica Persenaire

ABSENT: Mark Bombara

STAFF: Gerry Cyranowski, Sue Buist, Greg Hofman, Gloria Pelon

GUESTS: Briana Fowler

CALL TO ORDER - Chairperson

Mr. Mc Dowall called the January 8, 2002 meeting to order at 12:35pm.

APPROVAL OF MINUTES of December 4, 2001

Motion: To approve the Minutes of December 4, 2001.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

APPROVAL OF REVISED AGENDA of January 8, 2002

Motion: To approve the *Revised Agenda* for January 8, 2002.

Moved by: Kortman

Supported by: Berghorst

MOTION CARRIED

CMH STAFF PRESENTATION

Ms. Fowler distributed information, Mr. Hofman provided a Power Point presentation and answered questions regarding CMH's Competency and Privileging Process.

The Power Point presentation provided information regarding:

- Staff Competency Process
- Credentialing Process
- Privileging Process

Mr. Hofman reviewed and answered questions regarding the CMHOC - Provider Matrix; Clinical Competency Matrix for Specialized Populations and Competency Matrix - Specialized Functions.

The committee was very appreciative of the information presented, commenting that it was very well done.

QUALITY IMPROVEMENT

Medication Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Medication Committee Quarterly Report.

It was noted that the committee is comprised of six members and meets once a month.

Mr. Hofman was pleased to announce that improvement was seen at all locations.

Peer Review Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Peer Review Committee January 2002 Report.

Changes for this committee that was approved by the Leadership Group are:

- addition of an educational emphasis that will focus on new staff during their probationary period and staff identified as needing additional training or retraining.

- a new clinical care committee, under the leadership of Sue Buist and Paul Hyink, will be initiated. This committee will look at difficult or high risk cases that will be referred by program staff or quality improvement committees. It is felt that the clinical care committee will fill an identified gap in the current quality improvement system.

Mr. Hofman stated that the Leadership Group believes that the Peer Review Committee will be more effective as an educational function, rather than a compliance audit function.

Future reports to the Program/Planning & QI Committee will come from the clinical care committee instead of the Peer Review Committee. ***Committee members requested an update on this new process. Therefore, this will be an agenda item at the April 2, 2002 meeting.***

Utilization Management Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Utilization Management Committee January, 2002 Report.

It was noted that the committee is comprised of eight members and meets twice monthly.

Mr. Hofman noted that demand for services increased during the months of November and December 2001.

State Comparative Data

Mr. Hofman reviewed and answered questions regarding the State Comparative Data, through September, 2000.

Mr. Hofman noted that every three months DCH provides this data to CMH. This data report is also reviewed by the Utilization Committee.

PLANNING

Action Item: Medicaid Managed Care Program Reinvestment Plan - FY 2001-2002

Mr. Cyranowski reviewed and answered questions regarding the Medicaid Managed Care Program Reinvestment Plan FY 2001-2002.

Motion: To recommend to the CMH Board to approve the implementation of the Medicaid Managed Care Program Reinvestment Plan - FY 2001-2002 as presented.

Moved by: Berghorst
Supported by: Kortman
MOTION CARRIED

Mr. Cyranowski stated that this is one time spending; to be completed by September 30, 2002, if approved by DCH and the CMH Board. He noted that this Reinvestment Plan has been submitted to Ms. Jan Anderson, DCH, Contract Manager, for review.

The Reinvestment Plan will be presented at the CMH Finance Committee at their January 21, 2002 meeting; then to the CMH Board at their January 28, 2002 meeting.

Ms. Kortman expressed a concern regarding the serious need in Ottawa County for adequate housing and wondered if this could be a part of this reinvestment plan. Mr. Cyranowski stated that some regulations do not allow for this type of expenditure. Ms. Kortman strongly suggested further investigation with regard to these regulations. Mr. Cyranowski will discuss this issue with Pam Pekelder when she returns from vacation.

OLD BUSINESS

Update: Lakeshore Behavioral Health Alliance

Mr. Cyranowski provided the committee with an update regarding the Lakeshore Behavioral Health Alliance process.

The AFP (Application for Participation) was received on January 3, 2002. The response must be at DCH in Lansing by 5pm, February 22, 2002. Muskegon County will submit the response. Mr. Cyranowski, Mr. Hofman, Ms. Nale and Ms. Buist attended a meeting in Muskegon today and virtually walked through all parts of the AFP.

To meet the February 22, 2002 deadline, set by DCH, the goal is to present the response for approval to the January CMH Board meeting and the Ottawa County Board of Commissioners January meeting.

Mr. Cyranowski will present an update at the January 28, 2002 CMH Board meeting.

NEW BUSINESS

***Agenda item for the February 5, 2002 Program/Planning & QI Committee meeting:
"Draft" Continuing Education Topics: 2002 Schedule***

ROUND TABLE

Mr. Cyranowski stated that Dr. Salva has been on board full time for approximately two months and

is doing very well. He is very pleased with the feedback he has received.

Mr. Cyranowski continues recruitment for another full time psychiatrist and will keep the committee updated on the progress.

ADJOURNMENT

Ms. Persenaire adjourned the January 8, 2002 meeting at 2:22pm.