

Mental Health PROGRAM/PLANNING & QI COMMITTEE MINUTES Tuesday SEPTEMBER 3, 2002

PRESENT: Edward Berghorst, Mark Bombara, Joyce Kortman, Kristine Nale, Veronica Persenaire

EXCUSED: Kellye Slaggert

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

CALL TO ORDER - Chairperson

Veronica Persenaire, Chairperson called the September 3, 2002 meeting to order at 1:01pm.

APPROVAL OF MINUTES of August 20, 2002

Motion: To approve the Minutes of August 20, 2002.

Moved by: Berghorst

Supported by: Kortman

MOTION CARRIED

APPROVAL OF AGENDA of September 3, 2002

Motion: To approve the Agenda for September 3, 2002.

Moved by: Kortman

Supported by: Berghorst

MOTION CARRIED

CMH STAFF PRESENTATION

Greg Hofman, QI Director, distributed information, provided an overview and answered questions regarding Health Insurance Portability and Accountability Act (HIPAA).

Mr. Hofman explained that by October 2003 CMH will be required to submit all bills electronically. He noted the following immediate priorities: (1) educate and train CMH staff on the change in activity codes, using five digit federally approved procedure codes, by October 1, 2002; and, (2) test programming changes made to the QS system to assure it will allow electronic billing in the correct 837 format.

In review of security regulations, Mr. Hofman stated that CMH will continue with the current system until fully knowledgeable of required security rules. He noted that from the time the rules are published, covered organizations have two years to be fully compliant.

An area of risk is the use, by CMH staff, of laptop computers. Mr. Hofman stated that staff training will occur specific to securing information on all laptop computers.

Committee members expressed their appreciation of the information presented.

QUALITY IMPROVEMENT

Consumer Advisory Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the consumer Advisory Committee September , 2002 Report.

Staff Development Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Staff Development Committee September, 2002 Report.

Medical Records Committee - Performance Indicators

Mr. Hofman reviewed and answered questions regarding the Medical Records Committee September, 2002 Report.

Mr. Hofman explained that due to recommendations from corporate compliance consultants, CMH will not conduct retrospective reviews of billing; a process is being implemented that will provide for a concurrent review of a certain number of bills. A billing audit will be completed by administration.

It was noted that performance is slightly improved this reporting period.

Mr. Hofman stated that he will provide an update on upcoming changes in the review of the medical records process and this will occur in the December 2002 Medical Records Committee Report.

PLANNING

None

OLD BUSINESS

Mr. Cyranowski announced that he attended the Governor's Review Panel Meeting, in Lansing, on Tuesday, August 27, 2002 and Muskegon/Ottawa was unanimously awarded a two year contract with MDCH. He stated that Detroit-Wayne was also awarded a contract.

NEW BUSINESS

None

ROUND TABLE

ADJOURNMENT

Ms. Persenaire adjourned the September 3, 2002 meeting at 1:47pm.