

<b>Quality Improvement Committee (QIC) Meeting</b>		07/28/2016	
		11:00am-12:00pm	
		Shasta Room, Health Dept.	
<b>Meeting called by:</b> Quality Improvement Team			
<b>Facilitator:</b> Lucero Robles and Cesar Anaya, Quality Improvement Team			
<b>Attendees:</b> Please refer to sign-in sheet for QI Committee Meeting.			
<b>Minutes</b>			
<b>Agenda item:</b>	Policy 495 – Projects within MCBH	<b>Presenter:</b>	Cesar Anaya, QI Supervisor
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Feedback from previous drafts were updated in current version of policy for projects conducted within Monterey County Behavioral Health.</li> <li>• All projects will need final approval from Behavioral Health Director.</li> <li>• Intern Coordinator for MCBH was also consulted with regard to this policy.</li> <li>• New Intern orientation will be taking place on August 2<sup>nd</sup>, 2016.</li> </ul>		
<b>Conclusion</b>	Policy Approved		
<b>Agenda item:</b>	QI Plan FY 15/16 Review	<b>Presenter:</b>	Lucero Robles, QI Manager
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Review of FY 15/16 QI plan outcomes</li> <li>• Feedback from committee included creating a legend for abbreviations in QI Plan</li> <li>• Committee was informed that outside providers are welcome to utilize the QI helpline for consultations or questions</li> <li>• Feedback also included creating data for usage rates of waitlist/referral option in AVATAR and monitoring timelines for referrals (QI Plan Goal: Have all programs utilize a uniform waitlist/referral option in AVATAR)</li> <li>• Feedback also given with regard to putting dates when the documentation guide is updated</li> <li>• Idea was suggested to explore using Care text messaging program to verify services and offer a satisfaction survey</li> <li>• Feedback given to develop metrics and managed care indicators to measure the performance of Bienestar clinics</li> </ul>		
<b>Conclusion</b>	Bring back to next meeting		
<b>Agenda item:</b>	Policy 509 – CURES 2.0	<b>Presenter:</b>	Lucero Robles, QI Manager
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Controlled Substance Utilization Review and Evaluation System (CURES) program reviewed with committee. CURES is a database that helps track clients receiving schedule II, III, and IV controlled substance prescriptions.</li> <li>• Database will also help with capturing potential client abuse of prescription drugs by ensuring clients are not shopping around with multiple doctors for controlled substance medications.</li> </ul>		
<b>Conclusion</b>	Policy Approved		

<b>Agenda item:</b>	Policy 496 – Electronic Communication	<b>Presenter:</b>	Lucero Robles, QI Manager
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Care text messaging program will be utilized as a tool to decrease the number of no shows for appointments with MCBH psychiatrist</li> <li>• Client's will be able to conform or re-schedule their appointments via text message</li> <li>• Electronic Communication Consent form in AVATAR will trigger care messaging program to send reminder text for appointments. This also applies to scanned consent forms which will require clinicians to indicate form was scanned into AVATAR by completing the electronic communication consent form in AVATAR and checking the box to indicate form was scanned.</li> </ul>		
<b>Conclusion</b>	Policy Approved		

✓ items tabled	QI Plan	
<b><i>Other Items</i></b>		
Next QIC Meeting	<b><i>August 25th, 2016</i></b>	