

<b>Quality Improvement Committee (QIC) Meeting</b>		01/22/2015	
		11:00am-12:00pm	
		Shasta Room, Health Dept.	
<b>Meeting called by:</b> Amie Miller, QI Manager			
<b>Facilitator:</b> Amie Miller, Ben Bunyi			
<b>Attendees:</b> Please refer to sign-in sheet for QI Committee Meeting			
<b>Minutes</b>			
<b>Agenda item:</b>	Policy 144 – Disclosure of Unlicensed Status for License Eligible Clinicians	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• QI discussed that this policy was in response to statutory requirements for unlicensed but license eligible mental health providers (i.e., pre or post-doctoral psychologists; marriage and family therapy trainees or interns; clinical social worker interns or associates; professional clinical counselor trainees or interns) to disclose their unlicensed status to clients prior to the commencement of mental health services.</li> <li>• QI also discussed that clients have a right to request a change of clinician or engage the grievance process if they do not want to have an unlicensed but license eligible provider.</li> <li>• QI informed participants that the Unlicensed Clinician Form was updated to reflect that it applies to unlicensed but license eligible staff only and not to staff whose scope of responsibility did not require licensure.</li> <li>• Attendees requested that the policy be expanded to include other regulatory requirements for “advertising” of unlicensed but license eligible clinicians, such as business cards, document letterheads</li> <li>• QI will expand the policy to include the above topics, including a templates for business cards and signatures in official Behavioral Health documentation</li> </ul>		
<b>Conclusion</b>	Policy 144 adopted pending modifications requested by QIC.		
<b>Agenda item:</b>	Policy 146 – Sentinel Events	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• QI discussed how the sentinel event is an enhancement to the pre-existing Unusual or Special Incident Reporting in response to State mandates and to ensure that MCBH is learning and improving such events.</li> <li>• The sentinel event policy also establishes QI’s formal sentinel event review processes.</li> <li>• QI attendees suggested minor languages to the policy.</li> <li>• <b>NOTE:</b> This policy was erroneously presented as Policy #145. It has been changed to Policy #146 – Sentinel Events as there is already a pre-existing Policy #145 regarding Expected Levels of Achievement by staff.</li> </ul>		

<b>Conclusion</b>	Policy 146 adopted with minor language changes requested by QIC.		
<b>Agenda item:</b>	Policy 422 – Utilization Review	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>QI discussed how the Utilization Review Policy was last revised in 2006 and that there had been a significant amount of changes since that time to MCBH's documentation practices. This update serves to bring the policy in-line with current documentation mandates from the State and MCBH practice.</li> </ul>		
<b>Conclusion</b>	Policy 422 adopted by QIC.		
<b>Agenda item:</b>	D3	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>QI presented the Data Driven Decisions (D3) Report.</li> <li>QI discussed how the D3 provides data that will help MCBH, its various programs, and its contractors in assessing equitable distribution of services to clients in the context of service value, which are services in the context of rates of reimbursement.</li> <li>QI explained the various metrics included in the D3 report and how they can be utilized to help drive improvement in service delivery.</li> <li>QI discussed how to obtain and access the D3 (online via the QI website; emailing <a href="mailto:415QI@co.monterey.ca.us">415QI@co.monterey.ca.us</a> to request a copy; or calling 831-755-4545 to request a copy)</li> </ul>		
<b>Conclusion</b>			
✓ No items tabled			
<b><i>Other Items</i></b>			
Next Meeting:	<b><i>Thursday, February 26, 2015</i></b>		