

<b>Quality Improvement Committee (QIC) Meeting</b>	<b>2/27/2014</b>
	<b>11:00am-12:00pm</b>
	<b>Shasta Room, Health Dept.</b>

**Meeting called by:** Amie Miller, QI Manager

**Facilitator:** Amie Miller, Lucero Robles

**Attendees:** Please refer to sign-in sheet for QI Committee Meeting



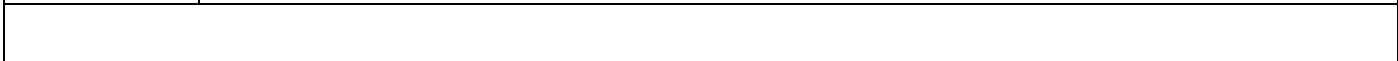
## *Minutes*



<b>Agenda item:</b>	Post Hospitalization Data	<b>Presenter:</b>	Amie Miller
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**Discussion:**

- Facilitators and attendees discussed the Post Hospitalization Data info and talk about what doesn't make sense. We followed hospitalization data re-hospitalization data and follow-up. Our overall primary goal is to provide follow up with patients 7 days after hospitalization.
- Facilitators and attendees discussed what percentage of behavioral health clients admitted to Natividad Medical Center acute Psychiatric service beds are readmitted within 30 days. We looked at a re-over year of re-hospitalization data. Diagnosis breakdown of distinct clients, Insurance/guarantor, also clients with re-hospitalization vs distinct count of clients. Facilitator described our number one goal is looking at preventing re-hospitalization.
- Facilitators agree that we should add to our tracking which groups of people are coming back, who is the most vulnerable of re-hospitalization. Out of these clients who were followed up in the 7 day period.
- Facilitator and attendee agree following up to find out who is new responsibly and old responsibly. Also agree the question we should ask are we making the extra effort in following up with our clients in the 7 days, this program is needed.



<b>Agenda item:</b>	Workplace Critical Incident Guide	<b>Presenter:</b>	Lucero Robles & Amie Miller
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<p><b>Discussion:</b></p>	<ul style="list-style-type: none"> <li>• Facilitators and attendees discussed Workplace Critical Incident Guide. Facilitator suggested we review the Guide for accuracy and discuss any other important items that should be list in the guide. Guide is intended to be more of an informational guide then policies. The Facilitators and attendees discussed the possibility of sending the guide out Behavioral Health to receive some feedback.</li> <li>• Attendees discussed implementing this guide in to new staff orientation, where all staff will receive the guide. Facilitator proposed we will rather take the highlighted points of the safety guide and implement them in web based training; to make sure employees do get it.</li> <li>• Facilitator and attendee agreed to implement language in the safety guide regarding help calls in our clinics. Pedro Perez will be sending QI a set of help call instructions so that we can all share the same language.</li> </ul>	
<p><b>Conclusions:</b></p>	<ul style="list-style-type: none"> <li>• Motion made and approved to accept Safety Guide with suggested changes.</li> </ul>	
<p><b>Items Tabled</b></p>	<p><b>Person responsible</b></p>	
<p>✓ No items tabled</p>		
<p><b><i>Other Items</i></b></p>		
<p>Next Meeting:</p>	<p>March 27, 2014</p>	