

Quality Improvement Committee (QIC) Meeting

8/28/2014

11:00am-12:00pm

Shasta Room, Health Dept.

Meeting called by: Amie Miller, QI Manager

Facilitator: Amie Miller, Ben Bunyi

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

Minutes

Agenda item:	Discontinuation of Policy 303 – Medical Record Confidentiality	Presenter:	Amie Miller and Ben Bunyi
Discussion:	<ul style="list-style-type: none"> • QI presented Policy 303 – Medical Record Confidentiality for discontinuation. QI staff reported to QIC attendees that the content of the policy reflected outdated statutes, regulations, and industry practices. • QI staff also informed attendees that Policy 303 will be replaced by a suite of policies regarding confidentiality of protected health information to be presented later in the meeting. • Attendees requested that MCBH staff and contractors be updated about the discontinuation of these policies in an upcoming QI newsletter. 		
Conclusion	Policy 303 discontinued		
Agenda item:	Policy 306 – Duty to Warn	Presenter:	Amie Miller and Ben Bunyi
Discussion:	<ul style="list-style-type: none"> • QI presented a heavily revised Policy 306 – Duty to Warn for ratification by QIC. • QI staff reported to QIC attendees the policy was revised to reflect the most current statutes, case laws, and industry practices. Discussion as to how the old policy was erroneous in the standard it set for what type of threat from a mental health client triggered the duty to warn the intended target. • Attendees requested that MCBH staff and contractors be updated about the ratification of this policy in an upcoming QI newsletter. 		
Conclusion	Policy 306 ratified by QIC and effective as of today.		
Agenda item:	Policy 350, 351, 352, 356	Presenter:	Amie Miller and Ben Bunyi

Discussion:	<ul style="list-style-type: none"> • QI presented the following suite of policies to replace the discontinued Policy 303 – Medical Records Confidentiality: <ul style="list-style-type: none"> ○ Policy 350 – Confidentiality of Protected Health Information (PHI) ○ Policy 351 – Confidentiality of Protected Health Information – Substance Abuse Treatment ○ Policy 352 – Confidentiality of Protected Health Information – Multi-Disciplinary Teams ○ Policy 356 - PHI Taken to Off-Site Locations • QI staff and attendees discussed each policy and how it was important that the policies clarify typical misconceptions that staff and contractors have regarding confidentiality of PHI, especially those related to substance abuse treatment and in the context of multi-disciplinary teams (MDTs) • QI staff and attendees discussed Policy 356 as a means to balance the necessities of field work and the demands of the law. • Attendees requested that MCBH staff and contractors be updated about the ratification of this policy in an upcoming QI newsletter. 		
Conclusion:	Policy 350, 351, 352, 356 ratified by QIC and effective as of today.		
Agenda item:	Policy 112 – Treatment Authorization Request (TAR) & Short Doyle Claim Authorization and Processing	Presenter:	Amie Miller and Ben Bunyi
Discussion:	<ul style="list-style-type: none"> • QI presented a heavily revised Policy 112 – Treatment Authorization Request (TAR) & Short Doyle Claim Authorization and Processing for ratification by QIC. • QI staff reported to QIC attendees the policy was revised to reflect the actual requirements of CA Code of Regulations, Title IX. • Attendees requested that MCBH staff and contractors be updated about the ratification of this policy in an upcoming QI newsletter. 		
Conclusion:	Policy 112 ratified by QIC and effective as of today.		
Agenda item:	Policy 107 – Licensure Requirements and Verification of Licensure	Presenter:	Amie Miller and Ben Bunyi
Discussion:	<ul style="list-style-type: none"> • QI presented slightly revised Policy 107 – Licensure Requirements and Verification of Licensure for ratification by QIC. • QI staff reported to QIC attendees the policy was revised to include a provision for MCBH to accept a different organization’s credentialing process if it met or exceeded MCBH’s standards (i.e., Natividad Medical Center’s credentialing process). • Attendees requested that MCBH staff and contractors be updated about the ratification of this policy in an upcoming QI newsletter. 		
Conclusion:	Policy 107 ratified by QIC and effective as of today.		
✓ No items tabled			
<i>Other Items</i>			
Next Meeting:	September 25, 2014		