

# Quality Improvement Committee (QIC) Meeting

9/25/2014

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

<b>Agenda item:</b>	Policy 107 Licensure Requirements and Verification of Licensure	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>Presented revision to Policy 107.</li> <li>Revised policy contains additional policy and procedures regarding obtaining waivers for out-of-state mental health professional licensees and for any psychology trainees/interns employed by Monterey County Behavioral Health (MCBH).</li> </ul>		
<b>Conclusion</b>	Revised Policy 107 accepted and ratified by QIC attendees.		
<b>Agenda item:</b>	Policy 112 Treatment Authorization Request	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>Presented revision to Policy 112 and 112A.</li> <li>Revised Policy 112 will not combine 112 and 112A into one comprehensive policy.</li> <li>Revised policy reflects most current statutes/regulations and MCBH practices regarding processing TARs and Short Doyle TARs</li> </ul>		
<b>Conclusion</b>	Revised Policy 112 accepted and ratified by QIC attendees.		
<b>Agenda item:</b>	Policy 120 Notice of Action (NOAs)	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>Presented revision to Policy 120.</li> <li>Revised policy reflects different variations of NOAs required by the State and how MCBH will implement the different types of NOAs.</li> </ul>		
<b>Conclusion:</b>	Revised Policy 120 accepted and ratified by QIC attendees.		

<b>Agenda item:</b>	Policy 141 Health Service Records Retention	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Presented revision to Policy 141.</li> <li>• Revised policy contains additional policy to reflect disposal of client health records after the policy specified retention period.</li> <li>• This is in response to the recent County Board of Supervisors resolution regarding county wide records retention and disposal guidelines</li> </ul>		
<b>Conclusion:</b>	Revised Policy 141 accepted and ratified by QIC attendees.		
<b>Agenda item:</b>	Policy 143 Psychologist Waiver and Licensure Requirements	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Presented new Policy 141.</li> <li>• New policy created to address the special scenario posed by psychologist waiver requirements.</li> </ul>		
<b>Conclusion:</b>	Revised Policy 141 accepted and ratified by QIC attendees.		
<b>Agenda item:</b>	Policy 206 Staff Identification Cards	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Presented new Policy 206.</li> <li>• New policy requiring staff and visitors to MCBH on official business to wear their agency issued identification cards.</li> </ul>		
<b>Conclusion:</b>	Revised Policy 206 accepted and ratified by QIC attendees.		
<b>Agenda item:</b>	Policy 492 Co-signatures	<b>Presenter:</b>	Amie Miller, Ben Bunyi
<b>Discussion:</b>	<ul style="list-style-type: none"> <li>• Presented new Policy 492.</li> <li>• New policy regarding guidelines and timeliness requirements regarding co-signed MCBH clinical documentation.</li> </ul>		
<b>Conclusion:</b>	Revised Policy 492 accepted and ratified by QIC attendees.		
✓ No items tabled			
<b><i>Other Items</i></b>			
Next Meeting:	<b><i>October 23, 2014</i></b>		