

Avatar Process Improvement Meeting Agenda

Meeting Date

Friday, 12/7/2018

9:00-10:00 AM, 1400 Emeline, 2nd Floor, Conference Room 207

Meeting identity and mission	Inclusive, collaborative, focused, agenda driven, <u>Continued Improvement Process</u> to meet new state and federal requirements, improve client care and staff experience. This group gives us the opportunity to: Share both our voice and needs to impact policy, create and modify forms, reports and queries. Also requires our commitment to: bring information back to our respective groups, gather opinion and test current projects to ensure they meet our needs, as well as share the finalized recommendations back with the staff we represent.		
Agenda Items	Staff Area	Notes	
REMINDER: How to get to UAT to test the work we do in this meeting		- Ask for help from your help desk, who will guide you to create a shortcut pointing to: https://santacruzuat.netsmartcloud.com	When testing widgets, remember to "Reload Home View", so the new widgets are visible.
1) CSI compliance update	MH Staff	Review report. Share lessons learned from staff training and current status.	
2) Supervisor Compliance Report	All Staff	Review recommended changes, report back results and staff feedback. Share first draft of report documentation	
3) Report for note timeliness	All Staff	Review recommended changes, report back results and staff feedback. Discuss switch from calendar to business days. Share first draft of report documentation	
4) Current Caseload Report	All Staff	Review change requests for the Current Caseload report, and other feedback from staff regarding this report. - Adding diagnosis date - Adding ALOC dates - Discuss removing some historical data	
Future and Pending Agenda Items	<ul style="list-style-type: none"> ➤ Report to evaluate compliance for age of notes and presence of Tx plans ➤ Episodic ALOC form: Subcommittee review Adolescent changes ➤ Next CSI Compliance Update 12/7/18 ➤ CANS 6-20, CANS 0-5, (ANSA on hold after data analysis from Praed) ➤ Supervisory report for progress notes aging and Treatment Plan coverage ➤ Episode Closings: Analyze and recommend workflows for closing episodes, including what tools are needed for support ➤ Network Adequacy follow up to additional items needed ➤ Pending notes report ➤ Discuss ROI in onset of services form, (ability to click on the boxes) ➤ New form for Medical History and Physical 		
1) Next Meeting	Next meeting: 12/14/18 in Room 207 , 1400 Emeline 2 nd Floor.		
2) Attendees			
Web Conference Call information: https://ocean-aacca.co.santa-cruz.ca.us/797781 Meeting ID code is: 797781 Phone number for audio: (831)454-2222			