

**Avatar Process Improvement Meeting
Agenda**

Meeting Date

Friday, 8/11/2017

9:00-10:00 AM, 1400 Emeline, 1st Floor, Conference Room 164

Agenda Items	By Whom	Notes	Minutes
1. Admission, Discharge and Update Client Data	Adriana Bare	Status update: CHANGES with upgrade	New upgrade added Transgender M to F and F to M markers to the gender field, now available. Sexual preference question added by the state, now excluded the transgender answer, which confuses the question.
2. Current Caseload Report	Adriana Bare	Highlight the changes implemented due to this meeting's request	Modifications all implemented, submit any questions of problems to support.
3. CANS ANSA Reports	From 6/30/17 meeting	Recommended report design that combining percent, ratios and count of responses with values 2 and 3 in 5 key domains. Reviewed and approved by Erik Riera.	Requesting that the CANS ANSA group document and clarify who does the instrument, how often and after what key event changes, if any. Report request was approved by Erik, so we are moving to IT group.
4. ASI and Psychosocial Assessment	Shaina Zura	Discuss the use of ASI vs Psychosocial	We are stopping the use of ASI by 9/1/17 and will only use the Psychosocial and ASAM forms. If agencies need to have trainings, contact Nancy Mast to schedule. Modification request: Change "Alcohol and Drug" option to "Substance Use Disorder". Have staff test Psychosocial and report if there are any issues, so group can review and recommend changes.

<p>5. User / Practitioner clean-up and reporting</p>	<p>Adriana Bare</p>	<p>Need to coordinate with CBO's for ongoing review and correction of current staff information, for access, credentialing and reporting.</p>	<p>Reviewed the staff clean-up spreadsheet and discussed workflow how to return corrections. Show corrections by inserting a "Corrected" column to the right of the information we need to update, if anything needs to be changed, and write the new information on the cell immediately to the right of the wrong information. Group requested to add Practitioner categories to the master spreadsheet, 4 items highlighted below. Adriana will send Encompass and Front St the information to review. If this method works, will send to rest of contractors.</p>
<p>6. New Report Design: Pending Routed Documents</p>	<p>From 5/5/17 meeting (If time allows)</p>	<p>Need a new report that shows notes and other documents which are still pending approval. (Final, Routed, Not yet approved) Need: Client # name, service date, program, clinician, routed person</p>	<p>Staff would like an all-inclusive report that lists all items pending for approval listed by staff, supervisor and form. Staff will confirm list of forms currently being routed. Adriana will create a draft recommendation to review, including: Supervisor, Practitioner, Practitioner categories for both, date routed, days pending, form pending (for progress note include duration), client name number, and episode info. Similar to the Draft Notes report.</p>
<p>7. Next Meeting</p>	<p>8/18/17 (returning to our usual location) Room 207, 1400 Emeline 2nd Floor.</p>		
<p>8. Additional Items waiting to be scheduled</p>	<ul style="list-style-type: none"> • ALOC form creation (Waiting for Riverside form) • State reporting: CSI • State reporting: CalOMS • Calendar functions and available features • SUD use of appointment scheduler for service timeliness 		
<p>9. Attendees</p>	<p>Wendy Ettinghoff, Patty King, Jessica Nichols, Sarah Tisdale, Karolin Schwartz, Inbal Yassur, Stan Einhorn, Cole Kortlever, Alicia Najera, Cybele</p>		

Category/Taxonomy
Row 01 Effective Date: 04/01/2006 Category: MFT Discipline: Therapy/Counseling

Effective Date: 04/01/2006 T Y

End Date: T Y

Practitioner Category: MFT

Discipline: Therapy/Counseling

Practitioner Credentials:

Current Order: 25 Clear Entries

Practitioner Categories For Coverage

- Licensed Prior Clinical Counselor (LPCC)
- Licensed Psychiatric Technician
- Licensed Vocational Nurse (LVN)
- Marriage Family Therapist
- Medical Assistant
- Mental Health Rehab Specialist
- Nurse Practitioner
- Behavioral Assistant

Add Practitioner Categories
Display Practitioner Categories
Delete Practitioner Categories