| Avatar Process Improvement Meeting Agenda | | | |
|---|---|---|---|
| **Meeting Date** **Friday, 11/03/2017** **9:00-10:00 AM, 1400 Emeline, 2nd Floor, Conference Room 207** | | | |
| | | | |
| **Agenda Items** | **By Whom** | **Notes** | |
| **NOTE: We're focusing on SUD items in Preparation for DMC-ODS implementation** | | | |
| 1. **Start time and End time for progress notes** | | Per DMC-ODS and implemented for all SUD services, we need to identify Start and End time when the service occurred, (like a hospital record).<br>▪ Add Start Time field, formatted as time, without a Current button<br>▪ Add End Time field, formatted as time, without a Current button<br>▪ For Example:<br>• Clinician meets client at 8, they talk for 20 mins, clinician travels back to office 10 min, write their note in 10 min<br> • Start time = 8:00a<br> • End time = 8:20a<br> • Face to Face time = 20min<br> • Other time = 20 min<br> • Duration = 40 min<br>Note types:<br>1) Outpatient: As described above<br>2) Recovery Support Services: As described above<br>3) Intensive Outpatient: (Need to follow up – research requirements, will weekly note be enough)<br>4) Residential Weekly Summary: (Need to follow up – same as Intensive Outpatient requirements) | |
| 5) **Participate rights Onset of Services** | | | |
| 6) **Making Target Date on Treatment plan (objective & intervention) required** | | | |
| 7) **Treatment plan labels in Spanish** | | | |
| 8) **CalOMs: CalWORKs section is disabled, but continues to be required and get error post submission** | | | |
| 9) **Signature dates in treatment plans** | | | |

| 10) **Next Meeting** | Next meeting: 11/17/17<br>Room **207**, 1400 Emeline 2nd Floor. |
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| 11) **Additional Items waiting to be scheduled** | • ALOC form creation (Waiting for Riverside form) |
| 12) **Attendees** | Andrea Turnbull, Rose George, Jessica Nichols, Wendy Ettinghoff, Cybele Lolley, Sarah Tisdale, Inbal Yassur, Nancy Mast, Amber Williams, Michelle Sapena, Lynn Harrison, Claire Friedman, Karolin Schwartz, Adriana Bare |

## Weekly Note Template Sample

In SC General Purpose Progress Note: select client, episode, new service, residential note, practitioner, duration, weekly summary, start, end, service code A001, appropriate Evidence Based Practices, language, appropriate goals from the treatment plan. In the "Intervention(s) Related to MH/SUD Condition/Problem – OR – Residential or Information Note" field right click and select the following template:

Note: Also decided to create a new field "ASAM UPDATE" with template to be worked on shortly.

GROUPS ATTENDED

- DATE 1:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 2:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 3:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 4:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:

- DATE 5:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 6:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 7:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


INDIVIDUAL/ CASE MANAGEMENT SESSIONS

- DATE 1:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:


- DATE 2:
- START TIME:
- END TIME:
- DATA/DESCRIPTION:
- INTERVENTION (include EBP, if used):
- RESPONSE TO INTERVENTION:
- PLAN:

REFERRALS, COORDINATION OF CARE AND COMMUNITY SUPPORT UPDATE: