

Avatar Process Improvement Meeting

Agenda

Meeting Date

Friday, 2/23/2018

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

Agenda Items	By Whom	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	
1) DMC-ODS update	SUD staff	a) Progress Notes - Still pending: Staff need to come back to the group with recommended Workflows for when Start and End time fields will be required – Related issue with services in the calendar needs more research, and residential template b) Adult ALOC form - In LIVE – Review issues, if any: None reported. c) Adolescent ALOC form - Gian made changes and form is ready to review in UAT.	
2) Client Caseload Assignment Widget	All Staff	Report on Caseload Assignment Widget. Determine if issues are resolved and is ready to move to LIVE.	It is working now. Gian changed time out settings and there was a new Netsmart update. Gian will move this widget to LIVE and this will allow us to be aware of all staff working with a particular client. Nancy will incorporate in Manual and send out a quick notice to all staff so they know that there's a new widget. Including a reminder on how to refresh the widgets so they can see it in their Home page.
3) Network Adequacy Compliance	New State Requirement	MHSUDS INFORMATION NOTICE NO.: 18-011. New FEDERAL NETWORK ADEQUACY STANDARDS requirements for Mental Health Plans and Drug Medi-Cal Organized Delivery Systems	We need to make sure we have complete and accurate information for our providers in both NPI/license and language capacity information. We will do a provider license and language update. Watch for spreadsheets with key data distributed next week. The requirement also includes contracting dates, sites, provider's addresses, names for CFO/CEO, Beneficiaries, served this year and estimated for next year. We will need to determine our preferred method for estimating numbers for next year, including factors of vacancies, changes in contract plans.
4) CSI data	MH Staff	Continued low compliance	Client Service Information. We have continued low compliance, both supervisors and staff need to ensure we have a CSI Admissions completed for every client they serve. Please refer staff to the caseload report to identify who has incomplete

			<p>data. Look for CSI status marker at bottom of each client information.</p> <p><i>Client Service Information (CSI) Status: 16 / 22</i></p>
5) CANS/ANSA	MH Staff	Discuss focus of Sub-Groups and report back to this group on progress 3/16/18	<p>Sub Groups should focus on:</p> <ul style="list-style-type: none"> - Workflow recommendations for supervision, assessment and treatment planning. Need to concentrate in documenting the assessment workflow to tie in psychosocial, CANS/ANSA and Treatment Plan which documents the Golden Thread. - We know the assessments are due every 6 months, we need to document how it works when clients are seen in more than one agency and how the timeline relates to the annual assessment requirement. Perhaps also recommend a method for a tickler system. - Clarity in purpose, so staff are using the information correctly so the value of the tool is clear and incorporated into treatment plan and treatment. - Understanding the tools we have available, and recommending changes to them as well, perhaps asking to create new ones.
6) Psychosocial Assessment	MH Staff	Some items might need an option for Assessments interrupted before completion.	Not discussed
7) Future Agenda Items		<ul style="list-style-type: none"> - 3/16/18 – CANS ANSA sub group report back - Review recommended changes to Psychosocial form, once they are available in UAT - Diagnosis in Episode widget does not change when updated, should it show most current or admission dx? 	
8) Next Meeting		<p>Next meeting:</p> <ul style="list-style-type: none"> - No meeting, on 3/2/18. - SUD focused agenda finalizing Residential Templates and Discharge planning on 3/9/18. <p>Report back for CANS ANSA sub group progress on 3/16/18. Room 207, 1400 Emeline 2nd Floor.</p>	
9) Attendees		Esther Orellana, Linda Cosio, Nancy Mast, Cole Kortlever, Kathleen Alcalá, Cybele Lolley, Gian Wong, Stan Einhorn, Chris McCauley, Meg Sandow, Claire Friedman, Sarah Tisdale, Adriana Bare	