

Avatar Process Improvement Meeting Agenda

Meeting Date

Friday, 4/5/2019

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

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| Meeting Identity and Mission: | Inclusive, collaborative, agenda driven Continued Process Improvement meeting focused on new state and federal requirements, as well as improving client care and staff experience. |
| Opportunity to: | Share both our voice and needs to impact policy, create and modify forms, reports and widgets |
| Commitment to: | Bring information back to the groups we represent, gather opinion and test current projects to ensure they meet our needs |

| Agenda Items | Staff Area | Notes |
|---|--|--|
| 1. Review and prioritize current agenda items pending list | All Staff | <p>Determine the priority of existing pending items using 4 categories:</p> <ul style="list-style-type: none"> • MH & SUD, combined • MH • SUD • outside workgroup required <p><u>Combined agenda list:</u></p> <ol style="list-style-type: none"> 1. Pending notes (routed not signed) 2. Network Adequacy additional data 3. Progress Note Aging report 4. Service Request Disposition Log, workflow and form edits 5. Discuss Release of Information in the system 6. KPI training, tile design 7. Spanish Symbols <p><u>Combined County workgroups to report back:</u></p> <ol style="list-style-type: none"> 1. Client Alerts 2. Registration <p><u>MH agenda list:</u></p> <ol style="list-style-type: none"> 1. Compliance Report 2. PSC – 35 Form and workflow 3. Episode Closing / Discharge workflow 4. Nursing Intake form (CSP) <p><u>MH County workgroups to report back:</u></p> <ol style="list-style-type: none"> 1. CANS/ANSA: <ol style="list-style-type: none"> a. Edits to form – Pre-filled from last assessment, Field reduction b. English/Spanish availability c. Required CANS state reporting 2. Full-Service Partnership (PAF, KET, Quarterly report forms and workflow) <p><u>SUD agenda list:</u></p> <ol style="list-style-type: none"> 1. Compliance Report 2. New form for Medical History and Physical |
| 2. Next Meeting: | Friday 4/11/19 in Room 207, 1400 Emeline 2 nd Floor | |
| Web Conference Call information: https://ocean-aacca.co.santa-cruz.ca.us/354235 Meeting ID code: 354235 Phone: (831)454-2222 | | |
| Attendees: | Stan Einhorn, Claire Friedman, Latha Nair, Sarah Tisdale, Eli Chance, Adriana Bare | |