

Action Item Report

Avatar Improvement Meeting: Homeless Indicator

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
2/25/2021		Workgroup	Recruit someone from SUDS to attend the Workgroup. Casey Swank indicated that she may be able to help find someone
2/25/2021	3/11/2021	Nancy	Look into which dictionaries can be updated from the three choices (Living Arrangements, Current Resident Code, Homeless Indicator)
1/14/2021		Adriana / Workgroup	Develop Plan to capture historical data in other ways from Avatar System
1/14/2021		Adriana / Workgroup	Develop process/procedures to ensure that the homeless question is being answered consistently

Avatar Improvement Meeting: Melissa's Action Items

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
1/28/2021	3/4/2021	Melissa	Add Excel Swimlane Workflow Template to Teams

Avatar Improvement Meeting: ROI Consent Tracking

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
2/25/2021	3/25/2021	Gian	IT needs to look at feasibility of changing this form and its associated reports for use in Santa Cruz Avatar. Currently, IT has other projects that take precedence
2/25/2021	6/30/2021	QI	QI needs to look at form for compliance issues, but cannot until after audit season, probably in June
2/25/2021	3/11/2021	Robert Annon	do some initial work on feasibility of using this form in Adult Mental Health System
2/11/2021	3/11/2021	All	Everyone - Consider questions raised in meeting regarding converting to Spanish, SUDS and determining if this form may be useful enough to justify the project

Tasks: Project Listing

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
3/1/2021	3/11/2021	Melissa	Update project listing with 4 requests from Robert Annon for discussion with the group
3/1/2021	3/11/2021	Melissa/Gian/Nancy	Review 4 submitted Project request forms with Gian and Nancy to determine feasibility of project.
2/25/2021	3/11/2021	Melissa	Update Project Listing with changes discussed at 2/25 meeting