

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH SERVICE AREA 6**

**Meeting Date: January 25, 2018**

**Time: 9:00am – 11:00am**

<b>Agenda Items</b>	<b>Comments/ Discussions/Recommendations/Conclusions</b>	<b>Action/ Assignment</b>
<p><b>1. Welcome and Introductions</b></p> <p><b>2. Review Meeting Minutes</b></p> <p><b>QI:</b></p> <p><b>3. Safety Intelligence</b></p> <p><b>4. Access Update</b></p>	<p>Attendees introduced themselves and stated the agencies they represent.</p> <p>Kisha will provide minutes from previous meeting at a later time.</p> <p>Kisha will send out an email today, January 25, 2018 regarding the Webinar that occurred January 18, 2018. The email will include more detailed information.</p> <p>Following up from last meeting regarding referrals:</p> <p>a. Once Access sends a referral to the agency, refer to health navigator if client cannot be seen based on capacity or language.</p> <p>b. Possibly sub-referrals</p> <p>c. Kisha sent out Navigator information for all service areas.</p>	

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5. EQRO Report	<p>Kisha asked if everyone had a chance to review the report. Any questions, please contact Kisha and they will be discussed in the next meeting.</p>	
6. Patient's Rights and COP	<p>Kisha reported that the Service area was acknowledged for submitting the COP forms by the due date, the 10<sup>th</sup> of the following month.</p> <p>Kisha reported that Jose wanted to specify and make sure that everyone knows that if you have more than one provider within service area 6 and you are waiting until everyone turns in the COP forms, and the timeline is coming up, just send what you have. The forms should be sent in by the 10<sup>th</sup> of the following month or everyone will be seen as out of compliance.</p>	
7. Presentation- CCU	<p><b>Presentation from the Cultural Competency Unit</b></p>	
QA:		
8. Medi-Cal Recertification Reminder	<p>Kisha expressed that Ms. Wang and the Medi-Cal Recertification Department wants to make sure that everyone has their fire clearance up to ten months in advance.</p>	

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<p><b>9. Trainings and Operations</b></p> <p><b>10. Annual Legal Entity QA Report</b></p> <p><b>11. SA Lead Updates: Bertrand</b></p> <p><b>12. Policy and Technical Development :</b></p>	<p>Attached to the package are a list of trainings and schedules. Please contact Nicki or Kisha if there are any problems registering.</p> <p>Kisha updated everyone on the Annual Legal Entity QA report which is due January 30<sup>th</sup>.</p> <p>Bertrand provided an overview to the providers of the upcoming State Audit which will occur next year. All claims being submitted from here on maybe called for audit review for next year’s audit. Everyone needs to know that when claims are submitted they need to meet medical necessity and documentation requirements.</p> <p>Bertrand discussed and reviewed the information notice bulletin 18-002 which will affect everyone who is providing claims that has a co-facilitator, a group or more than one practitioner in a session.</p> <p>Bertrand reported that the Department of Health Services has stated that the April 10, 2018 effective date is based on claim submission date, given that it is up to several months for Los Angeles Department of Mental Health to process claims for a certain date. It is recommended and required that contracted providers adhere to the new</p>	

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<p><b>13. Bulletins and Handouts</b></p>	<p>requirements as soon as possible.</p> <p>The following Bulletins and Handouts were briefly discussed by Kisha:</p> <p>Final Clinical Forms Bulletin: 17-05: NOA Form Modifications. Spanish forms will be available soon.</p> <p>Final QA Bulletin 17-18: NOA-A &amp; NOA-E</p> <p>Final QA Bulletin 17-19: Claiming for Chart Review</p> <p>Final QA Bulletin 17-20: MFT/PCC Intern Title Change</p> <p>Final QA Bulletin 17-21: COS Manual Changes</p> <p>DRAFT QA Requirements for Directly Operated</p> <p>Service Request Log Survey</p> <p>Edits in IBHIS to Prevent Duplicate Client IDs</p> <p>[Secure] email: Don't put PHI in the subject line</p>	

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**Next Meeting:** February 22, 2018 from 9:00am- 11:00am