

County of Los Angeles – Department of Mental Health *Service Area 3*
Quality Improvement Committee Meeting
June 20, 2018
9:30 am – 11:30 am

AGENDA

- | | |
|------------------------------|--------------|
| 1. Welcome and Introductions | Evelyn Lemus |
| 2. Review of the Minutes | Evelyn Lemus |
| 3. QI/QA Process | |

Quality Improvement

- | | |
|------------------------------------|--------------|
| 1. Patient's Rights Update | Name |
| 2. Final Rule: Cultural Competency | Name |
| 3. MHSIP Surveys | Evelyn Lemus |

Quality Assurance Liaison Meeting

- | | |
|--|--------------|
| 1. State DHCS Updates: BBS and Medi-Cal Requirements | Name |
| 2. Schedule of Trainings | Evelyn Lemus |
| 3. LE Chart Review Preparation | Evelyn Lemus |
| 4. QA Bulletins: | |
| o QA Bulletin 18-06: Network Adequacy | Evelyn Lemus |
| o QA Bulletin 18-01: Clinical Forms | |

Other Issues

- | | |
|---|---------------|
| 1. Proposals for Comment: | Margaret Faye |
| o P&P 312.02 Update: Opening/Closing of Episodes Policy | |
| 2. Announcements | All |
| 3. Future QIC topics | All |

**Next Meeting:
July 18, 2018**

**Location: Enki, 3208 Rosemead Blvd, 2nd Floor, El Monte, CA 91731
Parking at lower level only**

**LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
PROGRAM SUPPORT BUREAU
QUALITY IMPROVEMENT DIVISION**

Type of Meeting	Service Area 3 QIC	Date	6/20/2018																																																																					
Place	ENKI - 3208 Rosemead Blvd., 2nd Floor, El Monte, CA 91731.	Start Time:	9:30 am																																																																					
Chairperson Co-Chairs	Ms. Evelyn Lemus Mrs. Gassia Ekizian Dr. Margaret Faye	End Time:	10:11 am																																																																					
Members Present	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"><i>Margaret Best</i></td> <td style="width: 25%;"><i>Alma Family Service</i></td> <td style="width: 25%;"><i>Tiffany Tran</i></td> <td style="width: 25%;"><i>Five Acres Boys and Girls Aid Society</i></td> </tr> <tr> <td><i>Cynthia Concepcion</i></td> <td><i>Almanson</i></td> <td><i>Gassia Ekizian</i></td> <td><i>Foothill Family Services</i></td> </tr> <tr> <td><i>Sawako Nitao</i></td> <td><i>SHARE!</i></td> <td><i>Margaret Faye</i></td> <td><i>Hathaway-Sycamores</i></td> </tr> <tr> <td><i>Angie Paez</i></td> <td><i>Bridges</i></td> <td><i>Vivian Chung Easton</i></td> <td><i>Healthright 360 Prototypes</i></td> </tr> <tr> <td><i>Ann Borjorquez</i></td> <td><i>CA Mentor</i></td> <td><i>Janet Yang</i></td> <td><i>Heritage Clinic</i></td> </tr> <tr> <td><i>Rachel Riphagen</i></td> <td><i>Center for Integrated Family and Health Services</i></td> <td><i>Gerry Bonilla</i></td> <td><i>Homes for Life Foundation</i></td> </tr> <tr> <td><i>Leslie Shrager</i></td> <td><i>Children's Bureau of So. Cal</i></td> <td><i>Barbara Negron</i></td> <td><i>Leroy Haynes Center</i></td> </tr> <tr> <td><i>Paula Randle</i></td> <td><i>David and Margaret</i></td> <td><i>Karen Sammon</i></td> <td><i>Maryvale</i></td> </tr> <tr> <td><i>Evelyn Lemus</i></td> <td><i>DMH</i></td> <td><i>Rachel Mayer</i></td> <td><i>PUSD</i></td> </tr> <tr> <td><i>Renee Lee</i></td> <td><i>DMH</i></td> <td><i>Janice Garcia</i></td> <td><i>Rosemary Children's Center</i></td> </tr> <tr> <td><i>Robin Washington</i></td> <td><i>DMH</i></td> <td><i>Rebecca deKeyser</i></td> <td><i>San Gabriel Children's Center</i></td> </tr> <tr> <td><i>Violeta Kim</i></td> <td><i>DMH</i></td> <td><i>Dawn Dades</i></td> <td><i>Social Model Recovery Systems</i></td> </tr> <tr> <td><i>Cynthia Hurtado</i></td> <td><i>DMH</i></td> <td><i>Nancy Othman</i></td> <td><i>SPIRITT Family Service</i></td> </tr> <tr> <td><i>Lynetta Shonibare</i></td> <td><i>DMH</i></td> <td><i>Lucero Garcia</i></td> <td><i>Stairview</i></td> </tr> <tr> <td><i>Esperanza Ceja</i></td> <td><i>D'Veal Corporation</i></td> <td><i>Keri Zehm</i></td> <td><i>Tri-City MH</i></td> </tr> <tr> <td><i>Michael Olsen</i></td> <td><i>ENKI</i></td> <td><i>Rocio Bedoy</i></td> <td><i>Tri-City MH</i></td> </tr> <tr> <td><i>Windy Luna-Perez</i></td> <td><i>Etti Lee Homes</i></td> <td><i>Shareipha Myvett</i></td> <td><i>Trinity-El Monte</i></td> </tr> </table>				<i>Margaret Best</i>	<i>Alma Family Service</i>	<i>Tiffany Tran</i>	<i>Five Acres Boys and Girls Aid Society</i>	<i>Cynthia Concepcion</i>	<i>Almanson</i>	<i>Gassia Ekizian</i>	<i>Foothill Family Services</i>	<i>Sawako Nitao</i>	<i>SHARE!</i>	<i>Margaret Faye</i>	<i>Hathaway-Sycamores</i>	<i>Angie Paez</i>	<i>Bridges</i>	<i>Vivian Chung Easton</i>	<i>Healthright 360 Prototypes</i>	<i>Ann Borjorquez</i>	<i>CA Mentor</i>	<i>Janet Yang</i>	<i>Heritage Clinic</i>	<i>Rachel Riphagen</i>	<i>Center for Integrated Family and Health Services</i>	<i>Gerry Bonilla</i>	<i>Homes for Life Foundation</i>	<i>Leslie Shrager</i>	<i>Children's Bureau of So. Cal</i>	<i>Barbara Negron</i>	<i>Leroy Haynes Center</i>	<i>Paula Randle</i>	<i>David and Margaret</i>	<i>Karen Sammon</i>	<i>Maryvale</i>	<i>Evelyn Lemus</i>	<i>DMH</i>	<i>Rachel Mayer</i>	<i>PUSD</i>	<i>Renee Lee</i>	<i>DMH</i>	<i>Janice Garcia</i>	<i>Rosemary Children's Center</i>	<i>Robin Washington</i>	<i>DMH</i>	<i>Rebecca deKeyser</i>	<i>San Gabriel Children's Center</i>	<i>Violeta Kim</i>	<i>DMH</i>	<i>Dawn Dades</i>	<i>Social Model Recovery Systems</i>	<i>Cynthia Hurtado</i>	<i>DMH</i>	<i>Nancy Othman</i>	<i>SPIRITT Family Service</i>	<i>Lynetta Shonibare</i>	<i>DMH</i>	<i>Lucero Garcia</i>	<i>Stairview</i>	<i>Esperanza Ceja</i>	<i>D'Veal Corporation</i>	<i>Keri Zehm</i>	<i>Tri-City MH</i>	<i>Michael Olsen</i>	<i>ENKI</i>	<i>Rocio Bedoy</i>	<i>Tri-City MH</i>	<i>Windy Luna-Perez</i>	<i>Etti Lee Homes</i>	<i>Shareipha Myvett</i>	<i>Trinity-El Monte</i>
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Agenda Item & Presenter	Discussion and Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Call to Order & Introductions	The meeting was called to order and followed with self-introductions.		
Review of Minutes	Motion to approve the minutes by Michael Olsen and seconded by Janet Yang.	Please see handout.	
QI/QA Process	No presentation today.		
Patient's Rights Update	Moving forward in phases, phase I will be for directly operated only with a tentative start date of 7/1/18. In the future the information will be entered into the portal, instead of via email. The policy is also being revised and will be sent out.	Please see handout.	
Final Rule: Cultural Competency	Training hours are counted per quarter. The annual requirement is different than the network adequacy.	Please see handouts.	
MHSIP Surveys	Thank you to the providers who participated. Next administration will be in October. Evelyn and Cynthia will be available to go out to sites to provide training. Open comment report can be sent to Evelyn by 7-16-18.		
State DHCS Updates: BBS and Medi-Cal Requirements	Waivers if they have completed a certain number of hours.		
Schedule of Trainings		See handout.	
LE Chart Review Preparation	Guidelines on how to prepare for legal entity chart review.	See handout.	
QA Bulletins	18-06: Continue to update the database and the county deadline is 6-22-18. 18-01: they have combined the CTP with medication review on one form. For DO only, but others can use it. Form will be posted.	See handouts.	

Agenda Item & Presenter	Discussion and Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Proposals for Comment	You do not need the initial face-to-face to open, but you still need the additional information.	See handout.	
Announcements	Rosemary will be merging with Victor as of 7-1-18. Services will stay the same.		
Handouts	<ol style="list-style-type: none"> 1. Agenda 2. Meeting Minutes: May 16, 2018 3. Request for Change of Provider 4. FAQ: Cultural Competency 5. DHCS MHSD Final Rule/Network Adequacy Update 6. FAQ: Network Adequacy 7. Documentation Training Schedule 8. LE Chart Review Information 9. QA Bulletin No. 18-01 and 18-06 10. Opening/Closing of Episodes Policy 11. Policy/Procedure Update 		
Next Meeting	Next Meeting is July 18, 2018 (9:30 a.m. – 11:30 a.m.) at ENKI, 3208 Rosemead Blvd., 2 nd Floor, El Monte, CA 91731.		

Respectfully Submitted, Dr. Keri Zehm, Tri-City Mental Health