



**LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH  
SERVICE AREA 2 QUALITY IMPROVEMENT COUNCIL (QIC) MEETING**

March 16, 2023  
10 am-11:30 am

<b>Type of Mtg:</b>	Virtual Microsoft TEAMS	
<b>Meeting Link:</b>	<a href="https://teams.microsoft.com/l/meetup-join/19:meeting_MDM0Y2M5NzUtNmU2Yy00M2RILTk3Y2ltNmQwODEzNDIINzhi@thread.v2/0?context=%7B%22Tid%22:%2207597248-8ea38-451b-8abe-a638eddbac81%22,%22Oid%22:%22d58ce716-744e-43bb-bc24-43fa428e2ab1%22%7D">https://teams.microsoft.com/l/meetup-join/19:meeting_MDM0Y2M5NzUtNmU2Yy00M2RILTk3Y2ltNmQwODEzNDIINzhi@thread.v2/0?context=%7B%22Tid%22:%2207597248-8ea38-451b-8abe-a638eddbac81%22,%22Oid%22:%22d58ce716-744e-43bb-bc24-43fa428e2ab1%22%7D</a>	
<b>Members Present:</b>	ABIGAIL FONSECA	OLIVE VIEW MENTAL HEALTH CLINIC
	Alexandria Johnston	Child & Family Center
	Arlin Adwani	Tarzana Treatment Centers
	Armen Yekyazarian	LACDMH QA Training and Operations
	Cheryl Driscoll	Hillview MHC
	Cynthia Jimenez	C4k
	Dora Escalante	Jewish Family Service
	Elidia Olmos	Santa Clarita Valley MHC
	Esther Lee	CMMD LACDMH
	Gwendolyn Thomas	Rancho San Antonio STRTP
	Heather Bowen	The Help Group
	Iliana Martinez	El Centro de Amistad
	JAMES E. WALTERS	WEST VALLEY MENTAL HEALTH
	Julie Jones	Hillview Mental Health Center, Inc.
	Ken Kramer	Pacifica Hospital of the Valley
	Kevin Crandall	Pacifica Hospital of the Valley Urgent Care Clinic

	Leslie A DiMascio	SFCMHC, Inc.
	LyNetta Shonibare	olive view mental health clinic
	Marina Martin	San Fernando MHC
	Martha Basmadjian	Didi Hirsch
	Megan McDonald, PsyD	Topanga West Guest Home/ACT Health and Wellness
	Myan Le, PsyD	DMH-Quality Improvement
	Sherry Winston, LMFT	Tarzana Treatment Centers-Reseda Facility
	Stephanie Ochoa	Star View
	Terica Roberts	DMH-CMMD
	Tiffany Rabbani	Tarzana Treatment Centers
	Tiger Doan	SSG - APCTC - SFV
	Tyler London	Penny Lane Centers

<b>AGENDA ITEMS</b>	<b>DISCUSSIONS/RECOMMENDATIONS/ACTIONS OR SCHEDULED TASKS</b>	<b>RESPONSIBLE UNIT/STAFF</b>
Welcome- Introductions & Agency Updates – Review of Agenda	<p><b>Welcome – Introductions - Announcements</b></p> <p><b>Quality Improvement</b></p> <p>CPS Updates &amp; Other Items of Interest Dr. Cunnane</p> <p>PRO–Request for Change of Provider Provided by Ted Wilson- Rpt’d by Kimber</p> <p><b>Quality Assurance</b></p> <ul style="list-style-type: none"> <li>• Certifications Susan Dorairaj, QA</li> <li>• Collaborative Documentation Armen Yekyazarian, QA</li> <li>(Training Updates &amp; Implementation)</li> <li>• QA on the Air</li> <li>• CalAIM</li> <li>• Same Day Assessment Discussion</li> <li>• QAB 23-02</li> <li>• Training &amp; Operations:</li> <li>• LE Chart Reviews</li> <li>• SRTS Closure Reason Tracking Best Practices Discussion</li> <li>• Safety Intelligence</li> </ul>	All

	<p>Reporter Guide Access Guide Manager Review</p> <ul style="list-style-type: none"> <li>• Health Information Management Record Retention</li> </ul>	
<b>Quality Improvement</b>	<b>Quality Improvement</b>	<b>Quality Improvement</b>
<b>UPDATES</b>	<p>CPS Updates Introduction of new QI Staff member Myan Le</p> <p>Review of PRO Change of Provider Slides from Ted Wilson</p>	<p>Daiya Cunnane, QI unit Provided by QI Staff (Provided by Kara Taguchi, Daiya Cunnane) – reported by Kimber</p>
<b>Quality Assurance</b>	<b>Quality Assurance</b>	<b>Quality Assurance</b>
<b>UPDATES</b>	<p>Certifications – nothing currently</p> <p>Collaborative Documentation Discussion led by Dr. Armen</p> <ul style="list-style-type: none"> <li>• Training</li> <li>• Implementation</li> <li>• Updates</li> </ul>	<p>Provided by QA Staff (Provided by Brad Bryant, Jen Hallman, Nikki Collier) – reported by Kimber</p>
<b>QA ON AIR</b>	The next QA on the Air will be held on <b>Wed., March 22<sup>nd</sup> from 9:00- 10:00</b>	
<b>CalAIM</b>	<p>Same Day Assessment Discussion</p> <ul style="list-style-type: none"> <li>• The group discussed implementation of utilizing the SDA</li> <li>• SDA to aid Access to Care efforts</li> </ul> <p>QAB 23-02 Discussion</p>	
<b>Legal Entity Chart Reviews</b>	<p>Upcoming Reviews</p> <ul style="list-style-type: none"> <li>• OYH March 20</li> <li>• Working on summary reports and coordination of related meetings for recent reviews</li> <li>• In the process of coordinating additional reviews</li> </ul>	
<b>SRTS Tracking</b>	<p>Closure Reason Tracking</p> <ul style="list-style-type: none"> <li>• The group shared their processes for tracking the closure reason in the SRTS</li> </ul>	

<b>Safety Intelligence</b>	Reviewed SI slides for: <ul style="list-style-type: none"> <li>• Manager Guide</li> <li>• Reporter Guide</li> <li>• Access Guide</li> </ul>	Provided By Ly Ngo
<b>HIM</b>  <b>Directly Operated only</b>	Records Retention Policy 401.01 discussed  <b>Health Information Management Contacts</b> Release of Information; records purging, storage/retrieval: <a href="mailto:DMHMedicalRecords@dmh.lacounty.gov">DMHMedicalRecords@dmh.lacounty.gov</a> Subpoena acceptance/processing/questions <a href="mailto:SubpoenaMedRec@dmh.lacounty.gov">SubpoenaMedRec@dmh.lacounty.gov</a> DMH Duplicate Records correction <a href="mailto:DMHhim@dmh.lacounty.gov">DMHhim@dmh.lacounty.gov</a>	

**Electronically Signed & Respectfully Submitted by:**

Kimber Salvaggio

SA 2 Adult QIC Chair

**NEXT MEETING:** MAY 18, 2023, 10 am