

**LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
QUALITY ASSURANCE LIAISON’S MEETING MINUTES
MONDAY, NOVEMBER 5, 2018**

Attendees	Aden Michael Angelica Fuentes Barbara Paradise Bethlehem Assefa Bradley Bryant Caesar Moreno Cesar Franco Christina Kubiojiri Cynthia Hurtado Dara Vines David Crain Erica Melbourne Ericka Rivera	Evelyn Lemus Gail Blesi Gassia Ekizian Greg Tchakmakjian Howard Washington Jasminder Chahal Jennifer Hallman Joel Solis Joshua Lozada Juanita Olivas Kim Kieu Kimber Salvaggio Lisa Harvey	Marc Borkheim Margaret Faye Michele Munde Michelle Rittel Nikki Collier Patricia Lopez Randolph Faveau Sauntrie Abellera Socorro Gertmenian Sonya Wangpuchakane Susan Lam Thang Nguyen Wanta Yu	
Agenda Item	Discussion and Findings		Decisions, Actions	Presenter
Call to Order	Meeting was called to order at 10:39 a.m.			Bradley Bryant
Introductions	Attendees introduced themselves.			Bradley Bryant
Minutes	September’s minutes were revised to include Randy Faveau and Thang Nguyen names on the sign-in sheet. Were approved by Michelle Munde and second by Gail Blesi.			Bradley Bryant
Announcements	<ul style="list-style-type: none"> o New Admin Deputy is Edgar Soto o Robin Washington will be out for few months. Bertrand Levesque will be covering SA 3 and Patricia Lopez will be covering SA 7. Management Changes: <ul style="list-style-type: none"> o One Program Manager will have responsibility for all Specialized Foster Care in the two geographic areas; North and South (1 & 2). <ul style="list-style-type: none"> o Mary Romero, LCSW – Northern Service Area o Dr. Angela Shields – Southern Service Area o Manual Rosas Jr., LCSW – SA 7 o Carlotta Childs-Seagle, LCSW – to step in along with other leaders to cover SA 6 o Ana Suarez, LCSW – Promotora’s Program 			Bradley Bryant
Audits/Reviews	MR Grant – contact Brad or Jen LE Chart Reviews by QA <ul style="list-style-type: none"> • Children’s Bureau (November) • Mental Health America LA (December) • San Gabriel Children’s Center (December) 			Bradley Bryant
Medi-Cal Cert Section	None			Norma Cano
State DHCS Updates	DHCS State System Review – System Review Portion <ul style="list-style-type: none"> o The list of documents will be received from SDHCS prior to the review of February 4-8, 2019. o Currently working off El Dorado county’s and do not expect any changes o Getting meetings and conference calls together to meet with various subject matter experts o Diane is the lead for the System Review; be responsive if you get a letter or phone call from her. 			Diane Guillory
Training & Operations	Schedule of Trainings and Presentations – please see handouts			Nikki Collier

	<ul style="list-style-type: none"> ○ Includes scheduled documentation trainings and special documentation presentations through January, 2019. Please direct any questions or issues regarding registration for non-IBHIS related trainings to Nikki Collier and for IBHIS related documentation trainings to Joshua Lozada. ○ The QA Division is now receiving the list of DMH new hires from HR and will be directly contacting those staff or their managers to coordinate prioritizing space for them in the IBHIS-documentation trainings. <p>Annual LE QA Report 2019 Changes</p> <ul style="list-style-type: none"> ○ The Annual QA Report for Legal Entities is due by January 31, 2019. The email announcement will be sent out next month. For the 2019 version of the report form, the section regarding annual cultural competency training was removed as that information will be captured via the NACT. Previously the direction to legal entities has been that if there were no changes to their QA Process since the last time they submitted their QA Report then they did not need to also include a copy of their current Written QA Process with the QA Report. In 2019 to ensure that the QA Division has a current copy of the written QA process for all legal entities, all legal entities will need to submit an updated version of their written QA process with their Annual LE QA Report regardless of whether there have been any changes since the last time it was submitted. <p>Accessing the QA Website</p> <ul style="list-style-type: none"> ○ The QA webpage and other webpages within the Department are in the process of being transitioned to a new platform. As a result, you may have experienced some difficulty accessing the QA Website. During this transition period, the easiest way to access the QA Website, provider manuals/guides, QA Bulletins, Clinical Forms Bulletins, and Clinical Forms is by going to the DMH public website's homepage at dmh.lacounty.gov and clicking on the FOR PROVIDERS tab and then either Administrative Tools or Clinical Tools. The link for the QA Website is under Program Support and the links to the QA Bulletins and the Clinical Forms Bulletins pages are on the far right hand side once you click on Administrative Tools. 		
<p>Policy & Technical Development</p>	<p>DRAFT QA Bulletin 18-xx: Org Manual Updates – Included ICD10 Diagnoses</p> <ul style="list-style-type: none"> ○ Effective October 1, 2018 ○ A notification has already been sent regarding ICD10 code changes. <p>Network Adequacy Webinar - November 27 (DO) and 28 (LE)</p> <ul style="list-style-type: none"> ○ QA (Howard Washington) has been monitoring programs to complete their Network Adequacy. ○ QA has scheduled webinars on 11/27 for DOs from 2-3:30 and 11/28 for LEs. Notification has already been sent. 		<p>Jennifer Hallman</p>

	<ul style="list-style-type: none"> ○ Effective in January and going on for six months, QA will be having a monthly combined Webinar for DOs and LEs related to Access to Care and Network Adequacy. <p>Access to Care FAQs and Follow-Up</p> <ul style="list-style-type: none"> ○ Contractors, SRL data through web services was scheduled to go on the production November 1. ○ QA will start monitoring who is submitting SRL data and work with providers not submitting SRL data. <p>DHCS State System Review – Chart Review Portion</p> <ul style="list-style-type: none"> ○ The State is asking to send them all of the charts to be reviewed electronically. ○ QA has access to the DOs records and will pull and submit on their behalf. ○ Contract providers will upload their documents to the EFT site and QA will retrieve them from there. <p>ICC/IHBS Expansion</p> <ul style="list-style-type: none"> ○ Has been working with the Prevention Bureau (Annabel Rodriguez) on how to expand ICC/IHBS <p>MHRS Definition and Clarification</p> <ul style="list-style-type: none"> ○ There has been some questions and definitions specifically about the Bachelor’s Degree. ○ The education requirement for MHRS needs to be in a mental health or mental health related field. 		
HIM (DO Only)	None		Bradley Bryant
Upcoming Items	<ul style="list-style-type: none"> • <i>Updating Org Manual; ICC/IHBS/TFC</i> • <i>CFT Tracking Modifier</i> 		
Next Meeting	<p>The meeting was adjourned at 11:36 a.m. Next Meeting: December 10th 2018, 550 S. Vermont Ave. 10th Fl 10:30 a.m. – 12:00 noon</p>		