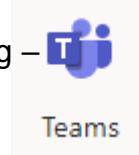


COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH
 ANTELOPE VALLEY – SA1

Quality Improvement Council Meeting –



A G E N D A

July 16, 2020

1:00 – 2:30 p.m.

2323-A Palmdale Blvd. Conference Room
 Palmdale, CA 93550

Debi Berzon-Leitelt, LCSW, MPA, Chair
 Marylune Im, LMFT, Chair

Barbara Paradise, LMFT, Co-Chair

I.	Introductions – Welcome to the first Team Meeting!	QIC Members
III.	Quality Improvement Updates / Reports	Dr. Lynetta Shonibare
III.	Improvement Division - Consumer Perception Surveys	Dr. Lynetta Shonibare
IV.	New Clinical Forms Bulletins <ul style="list-style-type: none"> Based on new law and BBS requirements (AB 630, Chapter 229, Statutes of 2019) 	M.Im D. Berzon-Leitelt B. Paradise
V.	Policy & Technical Development <ul style="list-style-type: none"> ICC, IHBS & TBS Updates Manuals and Updates & Reminders 	D. Berzon-Leitelt B. Paradise
VI.	Training & Operations <ul style="list-style-type: none"> Directly Operated Webpage Resuming Chart Reviews – Directly Operated 	D. Berzon-Leitelt B. Paradise
VII.	Medi-Cal Certification Section <ul style="list-style-type: none"> Updated Medi-Cal Certification 6/26/2020 	Iling Wang, MHC-RN
VIII.	Announcements	

Next Meeting: August 1, 2020 – Microsoft Teams




Please keep the SA-1 Liaison updated with changes to you agency's QIC Liaison or Change of Provider contact(s).


DMH Headquarters, 550 South Vermont Avenue, Los Angeles, CA 90020

DMH Internet <http://dmh.lacounty.gov>
 DMH Program Support Bureau <http://psbqi.dmh.lacounty.gov/>

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

Type of Meeting	SA-1 Quality Improvement Committee (QIC)	Date	July 16, 2020	
Place	 Microsoft Teams	Start Time:	1:00 PM	
Chairperson SA-1 Liaison	Debra Berzon-Leitelt, LCSW, MPA Marylune Im, LMFT	End Time:	2:30PM	
Co-Chair SA-1 Liaison	Barbara Paradise, LMFT			
Members Present	Jennifer Regan, Paul Ha, Elizabeth Mota, Deborah Hansen, Amber Anderson, Debi Berzon-Leitelt, Barbara Paradise, Yvette Perez, Marylune Im, Lynetta Shonibare, Catrina Rodriguez, Julio Mirana, Brittany Reimann, Jaime Nunnekamp, Makiko Hoichi, Jennifer Evans, Sandra Ponce, Sylvia Heins, Lauren Cheung, Iling Wang, John Glover, Rhasheda Henry, Lilia Siordia, Monica Reyes, Hanika Foster, Crystal Isom, Paul Ha			
Agenda Item & Presenter	Discussion and Findings	Decisions, Recommendations, Actions, & Scheduled Tasks		Person Responsible & Due Date
Call to Order & Introductions	Meeting was called to order at 1:00 PM and Introductions were made and discussion of transition from Chairperson Debra Berzon-Leitelt and introduction of Marylune Im. Agenda provided to all members present	N/A		Debra Berzon-Leitelt
Review of Minutes	N/A	N/A		Debra Berzon-Leitelt, Barbara Paradise

Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Quality Improvement			
Updates/Reports	Debra Berzon-Leitelt reviewed presentation from QA/QI Liaison monthly meeting from 7/13/2020	N/A	Debra Berzon-Leitelt
Consumer Perception Surveys	Presentation reviewed by Dr. Lynetta Shonibare regarding the information from the Spring 2020 Consumer Perception Survey (CPS). Dr. Shonibare discussed how many electronic forms consumers completed versus paper completed and how many were submitted or declined. Further discussion included how to increase the number of completed CPS surveys in the future.	Members discussed strengths and concerns with the consumer perception surveys.	Dr. Lynetta Shonibare
Cultural Competency	No report	N/A	Debra Berzon-Leitelt, Barbara Paradise
Patient's Rights Office	No report	NA	Debra Berzon-Leitelt, Barbara Paradise
Policy Updates-Office of Compliance	No report	N/A	Debra Berzon-Leitelt, Barbara Paradise
Quality Assurance			
Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Recent/Upcoming Audits & Reviews	Chart reviews will be taking place for Directly Operated clinics. July-AV Kidz Connections August-Genesis September-Hollywood Mental Health	N/A	Debra Berzon-Leitelt, Barbara Paradise

Quality Assurance			
Agenda Item & Presenter	Discussion & Findings	Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Clinical Forms Bulletins	Marylune Im reported on new BBS requirements for Social Workers, Marriage & Family Therapists, Professional Clinical Counselors, whether licensed, registered or a student are required to provide a notice to each of their clients, for whom they are providing psychotherapy, that identifies where the client can file a complaint in accord with AB 630, Chapter 220, Statutes of 2019. Forms provided to members electronically.	Members discussed implementation of the Notice to Psychotherapy Clients at their organizations.	Debra Berzon-Leitelt, Barbara Paradise, Marylune Im
Medi-Cal Certification Section	Updated Medi-Cal Certification 6/26/2020 and forms provided to members electronically.	N/A	Debra Berzon-Leitelt, Barbara Paradise
Training and Operations	Schedule of upcoming documentation trainings were distributed. Barbara Paradise presented on how to access the Clinical Policy and Procedure/Parameters on the DMH website from the public portal.		Debra Berzon-Leitelt, Barbara Paradise
Policy & Technical Development	Debra Berzon-Leitelt reported upcoming policy change for targeted case management and discussed how the Needs Assessment (i.e. Community Function Evaluation) be completed annually. ICC, IHBS & TBS Updates Manuals and Updates & Reminders	N/A	Debra Berzon-Leitelt, Barbara Paradise
Next Meeting 	September 1, 2020 – Microsoft Teams SA-1 Geographic Administration	Via Microsoft Teams	Marylune Im Debra Berzon-Leitelt Barbara Paradise

Respectfully submitted, Marylune IM, LMFT

SA 1 QIC Minutes

7/16/2020

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Respectfully submitted, Debra Berzon-Leitelt, LCSW, MPA

DRAFT