

**OVERVIEW**

**Attendance:** Please refer to attendance chart on the last page of this summary

**Location:** Greek Olive Restaurant, New Haven, CT

**Start Time:** 1:00 p.m.-3:00 p.m.

**End Time:** 3:00 p.m.

**Presiding Chair:** Ric Browne

**Recorder:** Tracy Kulik

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**Meeting Accomplishments**

1. Approval of November 6, 2009 Quality Improvement Meeting Summary
2. **Update of Service USE Definitions, Indicators, Outcomes**
  - i. Questionable Outcomes or Indicators highlighted for review, discussion
  - ii. Discussion of need for Early Intervention Service (EIS) Standard of Care
3. **Discussion of DRAFT Chart Audit Tool**
  - Health Insurance Premium/Cost Sharing Assistance
4. **Discussion of timing/ process for review of Behavioral Health Standard**
  - DMHAS comparison
  - Other EMA/TGA comparison
  - Standard of Care by modality?

**Committee Member Assignments**

- Active discussion and input into emerging roles of Quality Improvement
- Committee members will continue to attempt to engage new members for the QI committee.

**Next Meeting: Friday, January 8, 2010 from 8:30 a.m. to 10:30 a.m. at The Greek Olive**

Continue discussions of Super-Pod.

- 1) Updated Standards of Care (provide revised Standards)
- 2) Disseminate Chart Audit Tools (revised), Acuity Scale and Risk Assessment instruments
- 3) Conclude revisions to Behavioral Health SoC (Substance Abuse IP and OP, Mental Health)
  - i. Provide examples from other EMA/TGA
- 4) Provide examples of Early Intervention Service (EIS) Standard of Care

**Meeting Summary/Minutes****Welcome, Overview and Moment of Silence**

Ric Browne welcomed meeting participants, asked everyone to introduce themselves, and held a moment of silence to honor individuals affected, infected, or who have died from HIV/AIDS.

Ric Browne reminded people that the meetings are open and members of the public and press may be present. Persons wishing to maintain confidentiality of their HIV status should consider the public nature of the meeting.

**Approval of Meeting Summary**

Ric Browne asked meeting participants to review the February 6th meeting summary and asked committee members for additions or corrections.

**Ryan White Office Quality Management Report**

Tom Butcher reported that HRSA requested submission of a Comprehensive, 3-year Quality Management Plan by December 4<sup>th</sup>. This document includes the Annual Quality Improvement Committee plan, and was submitted on November 24<sup>th</sup> to the Project Officer

***Super Pod Findings (from December 2008 to May 2009):***

- 1) Using a collaborative, topic-based discussion, an average of 18 providers, consumers and staff refined and updated Service **Use** Definitions for each funded service category, Outcomes and Indicators, and discussed use of tools and evidence-based measures.
- 2) Over the course of nine (9) meetings at which all regions were represented, with attendance of an average of 7 QIC members at each session, the following agenda items were reviewed:
  - a. Update Service Use Definition, Outcome & Indicator by Service Category
  - b. Discuss Behavioral Health (Mental Health/Substance Abuse) in detail
  - c. Discuss Clinical (Primary Medical Care/ Medical Case Management) in detail
  - d. Review System Level Issues”
  - e. Finalize (Revise, Develop) Standards of Care and Review QI ‘Architecture’:
    1. Administrative
    2. System Level
    3. Service (a. Clinical b. Support)

**Re-convening of Super-Pod based on Full Population based Chart Audit (June-August, 2009):****1) Update of Service USE Definitions, Indicators, Outcomes**

- i. *Questionable Outcomes or Indicators highlighted for review, discussion*
  - 1) Food: delete HRSA provided outcome of “reduced need for food based on provision”
  - 2) Outpatient/Ambulatory Medical Care: refine co-infection outcome to be quantifiable (HIV: Hepatitis C)
- ii. *Discussion of need for Early Intervention Service (EIS) Standard of Care*
  - 1) Discussion occurred about other EMA/TGA and their Standards of Care for EIS given HRSA’s latest mandate regarding ‘Early Identification of HIV positive individuals’: Unaware.
  - 2) Request to examine Hartford TGA Standard made, communication with Grantee

**2) Discussion of DRAFT Chart Audit Tool**

*i. Health Insurance Premium/Cost Sharing Assistance*

- 1) Review new Chart Audit tool for this Service Category
- 2) Discussion of dissemination, regional sharing of use of this service (Lead Agencies)

**3) Discussion of timing/ process for review of Behavioral Health Standard***i. DMHAS comparison*

- 1) Comparison of DMHAS Behavioral Health Levels of Care, Council on Accreditation (COA) occurred for Mental Health. Detailed matrices of comparison to the current Standards for Mental Health, Substance Abuse Outpatient and Inpatient services will occur.

*ii. Other EMA/TGA comparison*

- 2) Comparison of other EMA and TGA's Behavioral Health Standards were requested.

*iii. Standard of Care by modality*

- 3) Extensive discussion occurred about 'Community Access' models with discussion of the need for each (or many) agencies to have embedded mental health and/or substance abuse professionals versus regional capacity.

A triangle of HIV primary medical care, mental health and substance abuse was discussed with these three disciplines coordinating their activities through defined roles.

A continuum of care for mental health was reviewed, with ability to assess and re-assess client need using defined tools (evidence-based instruments), then position the client quickly at the appropriate level of care.

**New and Old Business**

Ric Browne asked the committee members if there were any additional items they would like to raise. No items were referenced.

**Adjournment**

The meeting adjourned at 2:45 p.m.

**Next Meeting**

The next meeting will be held **on January 8, 2010 at the Greek Olive in New Haven, CT from 8:30 to 10:30 a.m.** A request was made to stagger convening QIC/Super-Pod meetings between New Haven and Waterbury. The next (February) meeting will be held in Waterbury.

**Meeting Attendance by Month**

*Please note that while six (6) QIC meetings were scheduled for 2009, nine (9) Super-Pod meetings were held in the Spring of 2009 (1/9, 1/30, 2/6, 2/20, 3/6, 3/20, 4/3, 4/24 and 5/8/2009 (two Super-Pod sessions held prior to QIC meetings), for a total of eleven QI related sessions to date.*

Quality Improvement Committee		2009					2010
Date of Meeting		2/6	5/8	8/6	11/6	12/4	1/8
<b>Committee Members</b>							
Ric Browne (co-chair)	PCPM	●	●	●	●	●	
Charlotte Burch (co-chair)	PCPM	●	●	●	●	●	
Adeline DeMarrais	PCM	●				●	
Tom Kidder	PCPM	●	●	●	●	●	
Joanne Montgomery	PCM				●	●	
Christine Romanik	PCPM	●	●	●	●	●	
Bob Sideleau	PCM	●	●	●	●	●	
Dennis Torres	PCM		●	●	●	●	
<b>Other Participants</b>							
Lydia Barakat, MD; Richard Smith; Ann Ward; Sandra Gossart-Walker; Sylvia Mitchell; Liz Rosselaer; Ana Torres; Madeline Torres-Baird,		●	●	●	●	●	
Part A Office, Thomas Butcher		●	●	●	●	●	
Collaborative Research		●	●	●	●	●	
Planning Council & Primary Committee Member		= PCPM					
Planning Council Member		= PCM					
Committee Member		= M					