**Central Wisconsin Health Partnership**

**Comprehensive Community Services Regional Coordinating Committee**

**Quality Improvement Committee**

Thursday, January 19th, 2017

**Participants:** Tanya Amos, Tancy Helmin, Amanda Negaard, Allison Else, Gretchen Malkowsky, Jan McDonough, Julie Shew, and Dan Naylor

1. Regional Coordinator updates
2. NE Regional and Statewide Workgroups
   * CCS Review Project –
     + Formation of the project is by direction of the DHS Secretary, Linda Seemeyer. The group includes representatives of the Wisconsin County Human Service Association (WCHSA), county and tribal representatives, the Division of Quality Assurance (DQA), Division of Health Care Access and Accountability (DHCAA), Office of Inspector General (OIG), and the Division of Care and Treatment Services (DCTS).
     + There was an initial meeting in Madison on November 7th, at which there were questions raised regarding the purpose and functions of the group. The November 29th meeting was cancelled. A final meeting was held on January 12th.
   * Northeast (NE) Regional and Statewide QA/QI Workgroups –
     + The NE regional workgroup has developed a comprehensive internal file review tool based on DHS 36, Medicaid, and OIG audit results. The workgroup has also developed several sample forms.
     + The statewide QA/QI workgroup’s goal is to develop a toolkit for sites. This statewide group has reviewed the tools developed by our NE regional group and is adopting them. The plan is to have an initial toolkit available to be presented at the April CCS Statewide Meeting.
3. 2016 Consumer Satisfaction Regional Report status

* County-specific data was sent to Chris Keenan, DCTS. Chris had questions when consumers’ responses to “county of residence” didn’t match the county in which they were served by CCS”. Lori offered possible explanations including –
  + The consumer may have been discharged and since moved to a different county,
  + The consumer may be a youth who splits time between two parents who live in different counties
  + in the case of Juneau County, they are continuing to serve 3 youth in their CCS who have moved to other counties while they work with those counties on a transition plan

1. follow-up to last meeting’s discussion re: DQA Recertification Paperwork
   * Discussion regarding interpretation of “enter the number of enrolled consumers”. Decision to list the number of individuals in each category who were enrolled at any time during the period from your county’s last recertification through the present.
   * Also discussed the Functional Screen reporting. Decision to interpret it as the initial Function Screen, assuming the DCTS would want to compare the number of initial Functional Screens against the number of assessments that were completed.
2. 2017 Quality Improvement Priorities / Workplan Development

* Reviewed priority list based on several guiding documents including 2016 QI committee priorities, 2015 Regional CCS Survey results, 2016 Consumer Satisfaction survey results, evaluation summaries from statewide and regional workgroups and trainings, and feedback from service facilitators.

1. Other
2. Consumer handbook status – a group of consumers reviewed and commented on an initial draft. Dan is in the process of incorporating the suggestions into the original draft.
3. 2017 schedule

Training 12:30 – 2:00 and QI Meetings 2:00 – 3:30

* Thursday, May 25th
* Thursday, July 20th
* Thursday, September 21st
* Thursday, November 16th