**Central Wisconsin Health Partnership**

**Comprehensive Community Services Regional Coordinating Committee**

**Quality Improvement Committee – Conference Call**

**Thursday, November 16th 2017**

**Participants:** Jan McDonough (Waupaca), Allison Else (Adams), Kate Meyer (Green Lake), JoAnn Geiger and Danielle Moore (Juneau), Tancy Helmin (Marquette), Julie Shew (Area Administration), and Lori Martin (White Pine – Regional Coordination)

1. **Consumer Satisfaction Survey** – please have surveys submitted to Lori by December 16th. Lori will enter the data into the spreadsheets; submit to DCTS; and cc each site so they have the data spreadsheets.
2. **Provider rate list** – thanks to Allison and Clara for providing updates to the list. The service facilitators have also developed a provider list (without rates). Lori will request the list and try and combine the two.
3. **Forms**
	1. *Plan addendum* – Committee likes it as an optional addition to the Recovery Plan. Lori will post sample on form page of website: <http://www.cwhpartnership.org/regional-ccs-forms.html>
	2. *Assessment addendum* – Lori had some suggestions for the form to make it more consistent with the questions / areas covered in each domain. She will post the sample on the website (address shown above). Use of this form is also options.
	3. *Satisfaction with life scale*
* Committee reviewed several sample scales and decided on a sample used previously in Waupaca County. Lori will add an “N/A” column and post on website: <http://www.cwhpartnership.org/regional-ccs-forms.html>
	1. *Updated Assessment*
* In response to suggestions, the MSE has been taken out of the Assessment and replaced by:

*The following is required to be included in the consumer’s medical record per (DHS 106.02[9][b], Wis. Admin. Code).*

*Mental status exam, including mood and affect, thought processes — principally orientation X3, dangerousness to others and self, and behavioral and motor observations. Other information that may be essential depending on presenting symptoms includes thought processes other than orientation X3, attitude, judgment, memory, speech, thought content, perception, intellectual functioning, and general appearance (clinical findings and/or diagnosis or medical impression).*

* “Route of Administration”, and “Date the medication is to be stopped” have been added to the Medication domain
* The updated Assessment will be posted on the website: <http://www.cwhpartnership.org/regional-ccs-forms.html>
	1. *Youth-friendly Assessment*
		+ Service facilitators have shared that the current assessment form is difficult to use with youth. Some of the questions are more geared toward adults.
		+ Lori brought up the issue at a recent statewide CCS QI/QA meeting and no one indicated they were using a separate assessment for youth in CCS.
		+ Someone suggested Winnebago County has a separate CCS assessment they use for youth (Lori can follow-up)
		+ Discussion regarding incorporating the CANS items into the CCS assessment
		+ Danielle offered to help in the development of a youth-friendly tool
1. **2018 Priorities**
* In addition to continuing with many of the current priorities, additional priorities discussed included:
	+ Strengthening the roles of the Mental Health and Substance Use Professionals (research and education)
	+ Site visits
	+ Outreach – law enforcement, judges, attorneys, schools
1. **Draft 2018 meeting schedule**

Committee would like to continue to meet every other month, approximately 2 weeks prior to Regional Coordinating Committee Meetings (usually the 4th Thursday of the month). Lori will put together a draft schedule.

Next Meeting: ***tentatively*** Thursday, January 25th from 2:00 to 3:30 in Montello (Lori will confirm)