



## QA MINUTES May 21, 2008

### **Committee Members In Attendance:**

Jennifer Schwind  
Brad Hedges

Jessica Mitchell  
Miranda Zircher

### **I: MAJOR UNUSUAL INCIDENTS**

There were no MUI's reported for the month of April.

### **II: ABUSE AND NEGLECT AND DUTY TO WARN**

The committee briefly reviewed ten reports of abuse and neglect reported during the month of April.

### **III: TRANSFERS FROM STATE HOSPITALS**

The committee briefly reviewed one release from a state hospital and two releases from community hospitals.

### **IV: PLANT/PHYSICAL HEALTH AND SAFETY**

There were no plant/physical health and safety items to report during April.

### **V: RECORDS COMPLETENESS REVIEW AND VI: PEER REVIEW**

Records and Peer review statistics were reported for June 2007 and were briefly reviewed by the committee.

Dr. Hedges continued to discuss the revised form for peer/record review. Two minor corrections were identified and will be corrected prior to distributing for the "pilot" use of the forms.

A brief conversation al occurred regarding the use of Dr. Smith and Danny Disalvo completing a peer review as required by CARF.



**VII: UTILIZATION REVIEW**

Utilization information was briefly reviewed by the committee. The agency's percentage a scheduled by not full-filled appointments remains at 35%, this includes percentage includes appointments that were no-showed or canceled.

**VIII: INVOLUNTARY TERMINATIONS**

No involuntary terminations were conducted during the month of April 2008.

**IX: PROFESSIONAL STAFF ORGANIZATION**

The committee briefly reviewed professional staff organization information.

**X: REVIEW OF WAITING LIST**

No clients are on the waiting list. The committee briefly reviewed April's client statistics that included 99 new clients. Clients are being seen within 25.48 days of their telephone intake.

**XI: REVIEW OF SERVICES UNDER CONTRACT**

The contract services being provided by Daniel DiSalvo, CNP in Columbus continue to be going well. We continue to have issues regarding the format of case notes.

**XII: FOCUSED REVIEW AREA**

Quarterly fire and tornado drill statistics were briefly reviewed by the committee.

A review of referrals to other agencies was briefly reviewed by the committee.

**XIII: RESPONSE TO LAST MONTHS FOCUS REVIEW**

There was no follow-up needed regarding the previous months focused area of review.

**XIV: CLIENT RIGHTS AND GRIEVANCES**

There were no client rights or grievances to be reported to the committee for the month of April.

**XV: TREATMENT OUTCOMES REPORTING**

Significant time during the current meeting was spent clarifying the purpose of the Outcome instruments, reviewing the psychometric properties of the instruments and attempting to identify what questions might be answered with the instruments. Specific research questions that might be addressed in future reviews include:

- For people with a specific diagnostic classification (ie. Depression/Anxiety/Conduct Disorder), do they show improvement over time?
- What is the inter-rater reliability between parent/child/clinician at the time of intake versus a secondary administration? Might an increase in inter-rater reliability over time reflect some level of improvement in the functioning of the family?
- Do clients with case management services evidence an improvement on the functional status measures of the Outcome Instrument?
- What is the relationship between length of service and symptom reduction as measured by the Outcome Instrument?
- What is the relationship between the attendance rate (cancelled and/or no show rate) and overall outcome?

**XVII: GENERAL DISCUSSION**

We still need to recruit more staff to participate in peer/records review activities.