



QA MINUTES December 22, 2009

Committee Members In Attendance:

Heather Stevens	Shawna Watts
Mike Selegue	Jennifer Schwind
Brad Hedges	Beth Sleeper

I: MAJOR UNUSUAL INCIDENTS

The committee discussed two MUI's from November. Both MUI's were related to the same client which resulted in the client being hospitalized.

II: ABUSE AND NEGLECT AND DUTY TO WARN

There were five reports made to Child Protective Services during November. The reports that were made were made in a timely fashion to the appropriate county's CPS office.

There were no "duty to warn" report filed during November.

III: TRANSFERS FROM STATE HOSPITALS

There was one community hospitalizations to be reviewed. The client was seen within a week, less than the 14 day requirement.

IV: PLANT/PHYSICAL HEALTH AND SAFETY

There were no plant/physical health and safety occurrences to report.

V: RECORDS COMPLETENESS REVIEW AND VI: PEER REVIEW

The committee discussed the chart review process; and how reviews should improve with the increase in the number of staff trained to do chart reviews.

VII: UTILIZATION REVIEW

Utilization of all service types has remained steady, the intakes for new clients has remained strong.

VIII: INVOLUNTARY TERMINATIONS

No involuntary terminations were conducted during November.



IX: PROFESSIONAL STAFF ORGANIZATION

The committee discussed the upcoming Ethics training. All licensed clinical staff are required to have Ethics trainings for renewal.

X: REVIEW OF WAITING LIST

No clients are on a waiting list. The number of new clients has remained strong--there were 125 new intakes during the month of November.

The committee discussed the 32 new clients that were seen in the Licking county office; this office will likely outpace the Columbus office in the next twelve months.

XI: REVIEW OF SERVICES UNDER CONTRACT

Daniel DiSalvo, CNP continues to provide services in the Columbus office. Daniel's semi-annual supervisory review was recently completed.

XII: FOCUSED REVIEW AREA

The focused area of review for December is to review the policy and procedure manual of the agency. Updates are made on an as needed basis, not an annual basis. Changes that have been made during this calendar year will be reported.

XIII: RESPONSE TO LAST MONTHS FOCUS REVIEW

Mike Selegue has begun reviewing charts for the AOD program review.

XIV: CLIENT RIGHTS AND GRIEVANCES

There were no informal client grievances during November.

XV: TREATMENT OUTCOMES REPORTING

There was no discussion of outcomes.

XVII: GENERAL DISCUSSION

Next meeting is scheduled for January 26, 2010.