



## QA MINUTES July 28, 2009

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

Miranda Zircher  
Shawna Watts  
Jennifer Schwind

Mike Selegue  
Kimberly Blair

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

The committee discussed two MUI's from June; the reports were made in a timely fashion and reported to the proper ADAMH Boards.

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

There were eight reports made to Child Protective Services in June. The reports that were made were made in a timely fashion to the appropriate county's CPS office. Most of the reports filed were filed with CPS in Fairfield and Franklin counties.

Dr. Hedges discussed with the committee the importance of following up on abuse and neglect reports with the assigned case workers even in cases where CPS is the referral source, because there have been cases where additional information has been revealed. Dr. Hedges said he would send an email to all clinical staff as a reminder to do this.

There were no "duty to warn" reports filed during this same time period.

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

There were two hospitalizations to be reviewed by the committee for June. All were community hospitalizations, one was seen within fourteen days, the second one was seen sixteen days after release due to the client rescheduling the follow-up appointment.

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

Reports were completed for June in all agency locations; there were no issues to bring to the attention of the committee.



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

Dr. Hedges conducted QA training yesterday for eight clinical staff members, to review the QA process and the records and peer review process. Feedback from the training was positive. The QA Coordinator will provide names for those trained to begin chart reviews.

**VII: UTILIZATION REVIEW**

The agency has seen an increase in intakes and all other services provided. A portion of this increase in services is attributed to the office in Licking county, but all locations have contributed to the increase.

**VIII: INVOLUNTARY TERMINATIONS**

No involuntary terminations were conducted during June.

**IX: PROFESSIONAL STAFF ORGANIZATION**

The committee discussed the agency's ongoing efforts to comply with CARF training requirements.

**X: REVIEW OF WAITING LIST**

No clients are on a waiting list. Approximately 50% of all new clients are being seen in the Lancaster office.

**XI: REVIEW OF SERVICES UNDER CONTRACT**

Daniel DiSalvo, CNP continues to provide services in the Columbus office. There have been some issues with client wait time for scheduled appointments being overly long, this is being addressed.

**XII: FOCUSED REVIEW AREA**

The focused area of review for June is to complete the quarterly QA report and to conduct a power failure drill.

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

There was no discussion of the previous month's reviews.

**XIV: CLIENT RIGHTS AND GRIEVANCES**

There were no formal client grievances during June. Two informal client issues were discussed with the committee from this month. Both issues have been investigated.

**XV: TREATMENT OUTCOMES REPORTING**

Outcomes were not discussed.

**XVII: GENERAL DISCUSSION**

No updates were provided for Care Management Scales or the standards of care website.

Next meeting is scheduled for August 25, 2009.

cc:      Fairfield County Mental Health and Recovery Services Board  
         MOPS Board of Directors

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QA Minutes Log Book