

QA MINUTES

November 22, 2011

Committee Members In Attendance:

Brad Hedges
Mike Selegue
Shawna Watts
Joe Dunson

Major Unusual Incidents

The committee reviewed MUI's from October. There were two incidents reviewed. The incidents were reported to the ADAMH board in a timely manner.

Abuse and Neglect and Duty to Warn

The committee reviewed reports from October. There were a total of ten reports.

There were no reports to Adult Protective Services.

There were no duty to protect reports made.

Transfers from State and Community Hospitalization

The committee reviewed releases from October. There were no clients released from state hospitalization and none released from community hospitalization.

Plant/Physical Health and Safety

Each site is conducting the monthly reviews. At this time there are no major issues being addressed.

Records and Peer Review

Records and peer reviews are moving along. Report writing is behind, there is a student who will be working as an intern for the agency in January, the intern will work with the QA Coordinator to get the reports caught up.

Utilization Review

The number of services being provided continues to increase as agency sites grow. Licking and Franklin counties have seen an increase in intakes after a mass mailing was conducted at all agency sites.

Involuntary Terminations

There were no involuntary terminations.

Professional Staff Organization

Agency staff is currently rewriting job descriptions and the agency's performance review system. The job descriptions for clinical staff will be tiered to define levels of clinical staff based on licensure and duties.

Review of Wait List

The new clients for each location were reviewed. The agency continues to see clients within thirty days from intake.

Services Under Contract

There have been no changes to the services provided by Daniel Disalvo.

Focused Area of Review

The review for October is to conduct a review of the client's discharged from psychiatric hospitalization and to conduct a fire drill.

Review of Previous Months Focused Area of Review

The committee decided to conduct an AOD program review in order to prepare agency charts for the ODADAS accreditation. Charts will be reviewed according to the agency's standard of care.

Client Rights and Grievances

One formal grievance was reviewed with the committee. The client who made the complaint continues to receive services from the agency.

Treatment Outcomes Reporting

No update.

Standards of Care

All staff have been asked to update the standards of care. Support staff has been asked to contribute procedural materials.

Risk Management

The committee discussed the current issues the agency is facing with changes coming from ODMH and Medicaid. The billing department has been working on error reports due to these changes. Billing payments have been slowed down and reversals have become larger.

General Discussion

The committee discussed client reported medication shortages. Mike Selegue reported hearing of these shortages in the news also.