

DRAFT – Not reviewed or approved by committee

NSMHA CIS Committee
NSMHA Conference Room
May 19, 2008
1:00-3:00 p.m.

DRAFT MINUTES

Present: *Michael White*, NSMHA; *Tera Boonstra*, Compass Health; *Barbara Browning*, *bridgeways*; *Seong Ja Garza*, Sea Mar; *Jeanne Christoferson*, Snohomish County; *Greg Long*, NSMHA; *Lynn Birks*, VOA; *Jennifer Whitson*, WCPC; *Carol Van Buren*, Sunrise Services; *Rachel Johnson*, Sunrise Services; *Natalya Prokopchik*, Sunrise Services; *Dennis Regan*, NSMHA; *Marsha Murray*, Sound Data and *Rebecca Pate*, recording.

Absent (excused):

I. Review/Approve Minutes

The meeting was called to order at 1:05 pm. Introductions were made.

A motion was made to approve the minutes as written, seconded and motion carried.

II. Call for Additional Agenda Items

Michael asked if there were any additions to the agenda and Tera added a request for permission to set up a NSMHA Quality email grouping. Michael said he could create a distribution list but **it would not be confidential** so be sure no PHI is sent through this distribution list.

III. Data Cleanup Reports – Standing agenda item

Michael asked if anyone had any questions regarding their reports.

Michael said a new report is being developed for times of service that are not within the auth period. He said NSMHA is looking into tying this in with the denial process. Tera said if employees from her agency are asking for reports that they can run she would like to know and prevent duplicate processes. Marsha asked what they can do to handle these cases. Marsha said she would like some information on how to resolve this. Tera said re-authorizations are the issue and this goes back as far as January. She said they are eating the costs because the consumer has not been denied or re-authorized. Marsha said they are getting A1's and A3's and she is not sure what they are. Jennifer said A1's are certified and total, A3's are de-certified and A6's are modified. Tera asked where to go with consumers who still meet Access to Care but are on spenddown and not being re-authorized. Tera said it is getting to be a very large populace and needs to be dealt with by all parties involved. Tera said they are spending a lot of time trying to find a solution. Discussion followed.

Tera asked due to the problem will they be able to get a waiver for re-authorization further back than beginning of the month. Greg said NSMHA needs to find the problem and develop a solution. Michael said with A3's a reject code is also included when they are sent back.

Michael said if anyone can provide specifics regarding these problems please send them to him so he can track down the problem and try to solve it.

IV. Items from previous Meetings:

- a. Multiple services by multiple staff at same time

Michael said distributed a document that addressed the issues in both A and B.

- b. Authorization period dates

- c. Closing of Episodes

Michael said NSMHA is waiting on feedback from the agencies regarding numbers, which ties into the 180 day report. Dennis mentioned he is working on developing reports under the fee-for-service system. There was considerable discussion regarding opening and closing of episodes of care and the processes involved. Discussion followed.

Marsha said due to conversation today it has become apparent that a system change needs to be made on Sound Data's side for Raintree. Marsha said this will result in NSMHA receiving multiple episodes of care for the provider's one episode of care. Marsha suggested having a half day of training to discuss the problems and system changes so that everyone involved in the data input has a clear picture of how the system works and the reports are developed and/or generated. Further discussion followed.

- i. NSMHA is requesting from agencies a count of the number of clients who would show up in the NSMHA-CIS as having an open primary outpatient episode and are no longer NSMHA funded.

- d. Deliverables that are in the contract where the data is in the CIS

This was postponed until Judy returns in mid-June.

There was some discussion regarding crisis beds.

- e. Client Eligibility

Michael said a decision has not been made yet but there are some handouts in your materials for FYI. Marsha said they are already looking into this because of information they have been given.

V. North Sound Information System Review Update

Greg mentioned that NSMHA will be sending out a mailing to CEO's and IS staff to attend a meeting with Jet Computer Support to introduce themselves and explain what they intend to do for the IS system.

VI. Clients who do not engage

Michael said Jennifer wanted to discuss this. Jennifer wanted to know how to document all the effort put into engaging a client with no success (i.e., showing 500 clients with only 400 successes). Michael said there was considerable feedback regarding how to document the request for services. Michael said they have the request for service information through VOA but how can the data from the provider be captured when the consumer is a "no show". Marsha said it is valuable information that needs to be captured because providers would like to receive payment for the work. Greg said these services should be transmitted. Marsha said this information would have to be treated differently in reports because they would occur prior to authorization and/or intake. Michael said this was not incorporated into the funding mechanism. This time is the effort by the provider to engage a consumer and providers would like to receive payment for these services. Michael told the group the information should be transmitted with the

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H0023 “Behavioral Health Outreach” code with the ‘HW’ modifier and chart documentation should be specific with action done.

VII. IOP Auth Forms

Jennifer sent Michael an email regarding this. Michael asked which auth form she was referring to and she said NSMHA form. She said identifying information was missing and that makes it difficult for information to be located. Michael said identifying information would be added.

VIII. IOP Global Alerts

Tera said she wanted to make sure everyone was on the same page that a global alert would be issued for all IOP consumers. She said some agreement needs to be reached on appropriate wording to be used on the alert. She referred to Policy 1567.00 where the data element is required.

IX. Other Items

Michael asked if there were any other items to discuss and none were mentioned.

X. Open Discussion

Nothing was mentioned.

XI. Meeting Adjourned

The meeting was adjourned at 2:25 pm. The next meeting will be June 17, 2008, at 1:00 in the NSMHA Conference Room.