



Network Management Committee (NMC)
Meeting Minutes
3/22/07; 1:30-4p LLRC

K. Gauthier, G. Noel, T. Neville, M. McLain, S. Dunbar, R. Green, J. Kearney, M. Miller, M. Vergith, H. Linky, M. Harding (guest), S. Reitmeier
(Bolded name indicates present at meeting and non-bolded indicates absent at meeting)

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Check In and Approve Agenda/Minutes	<ul style="list-style-type: none"> • Agenda additions/deletions Item #5 removed (Systems Thinking...) • Minute changes None 		
II. Q&A/Information Sharing	<ul style="list-style-type: none"> • Providers Rescare and MicHoldings were appointed to the panel. • Provider CHS will be recommended to the Monroe Board, as out of network provider. • Monroe is planning to move consumers from group home to community setting and may have space available in its direct-operated program for affiliation use. • Provider CSDD submitted an inadequate POC to Monroe. A formal POC may be requested. • Monroe is interested in having a Provider operate their direct operated group home(s). Monroe is no longer interested in direct operating. Provider information from PRU is needed. • It was suggested to negotiate the St. Joseph Hospital inpatient contract as an affiliation. 		
III. Encompass Overhaul Update	<ul style="list-style-type: none"> • The PRU overhaul project Phase 1, Iteration 1 was reviewed, along with screen mockups. A later phase of the project includes financial system integration. • Project Revisions: <ul style="list-style-type: none"> ○ Add Administrative and Independent Clinical contracts ○ Add W9s scan and track capability ○ Add insurance certificate tracking ○ Add a box to insert PO numbers @ contract level 		

	<ul style="list-style-type: none"> ○ Add contract & amendment numbering system ○ Add a box to insert CR number ○ Add GF & Medicaid adjustments tracking capability ○ Add a box for local data collection/regulations ○ Add capability to view insurance certificates by year view ○ Add separate COFR agreement <ul style="list-style-type: none"> ● Next steps: <ul style="list-style-type: none"> ○ Consult regional finance on tax number tracking requirements ○ Make revisions ○ Present to NMC for approval ○ Send Phase 1 to PCE for design 		
IV. Residential progress note	<ul style="list-style-type: none"> ● S. Kapica presented the concept of providers using standardized progress notes to ensure SALs and claims match DRA requirements. Several examples of provider progress notes were reviewed. ● It was suggested to have the progress notes in Encompass and pre-fill based on consumers' medically necessary services and also link to the PCP goals. It was also suggested to have a dropdown for allowable activities based on CPT codes. Document should connect to the authorization. S. Kapica will forward concept to PI. 	Residential progress note concept will be taken by Regional Compliance Committee to PI for review	S. Kapica will discuss concept at PI committee level.
V. Systems Thinking with Provider Pocks	<ul style="list-style-type: none"> ● Item removed 		
VI. Demonstration of Livingston Contract Builder	<ul style="list-style-type: none"> ● The contract builder system was presented. Formatting commands are programmed into the contract builder. All contract types are programmed into the system, as well as article types. ● Contract language is pulled based on CPT code selected. <i>Individual</i> contracts may be edited by user, not the contract template. CPT code modifiers and scope of service/description of services for sub abuse will be added to the contract builder. Encompass data downloads are part of the PRU overhaul project. Contract builder will come with use instructions. 	Contract builder templates will be edited by G. Noel only. G. Noel will update CPT codes as needed.	G. Noel will maintain the contract builder

VII. Follow-up Items	<ul style="list-style-type: none"> • Out of Network Procurement – revised procedure No discussion. • Synod presentation re: PI indicators for CLS No discussion. 		
VIII. Next meeting	<ul style="list-style-type: none"> • April 12, 2007 (LLRC), 1:30-4:00 	Agenda Items <ul style="list-style-type: none"> ▪ Systems Thinking with Provider Pocks (guest L. Newberg) ▪ Review of updated boilerplate language & maintenance attachment 	