



Regional Performance Improvement Committee
March 3, 2005
1:00 – 4:00 p.m.
LLRC, 4135 Washtenaw (Off Hogback)
Ann Arbor, MI

Members Present: J. Capobianco, N. James-Emerick, L. Hall, B. Pattullo, P. Moise, G. Karmes, S. Reitmeier, D. Peoples, L. Newberg, D. Taylor, B. Barry

Members Absent: S. Sheldon, D. Stellberger, J. Svennson, M. Vergith

Others: R. Pavlick, Monroe

- 1. Committee Check In**
- 2. Committee Purpose & Ground Rules**
- 3. Approval of Minutes of 2/3/05 – Minutes approved.**

The agenda was changed to accommodate the following update.

4. PI Data Committee Update

Discussion: Revisions to the PI Committee Periodic Report were based on information received from Washtenaw and Monroe. The next step will be to get the approval of the AEC and then it will be sent to the regional Board in April. In the meantime, the report will be moved forward and addendums attached. Another item had to do with collecting/reporting data during the transition period. The Encompass System will be a tremendous help in generating data reports for review and analyzing. At this point there are no reports reviewed by PI that can be generated, and it's unclear how soon they will be available. The Data Subcommittee recommended that an attempt be made to collect the data manually. An in depth discussion ensued that included:

- Advantages of waiting to collect the data.
- Providing information so staff can think about what needs to be improved.
- Amendment to the contract in terms of goal attainment.
- Report writing and where PI fits with Encompass (which is on the Encompass Committee's timeline).

- The lack of data made the organization vulnerable to reviews by EQR & JCAHO. Timelines of data was an issue with EQR.
- Proceeding manually (with Director approval) when timelines are not met.
- Things affecting the collection of data and its impact on staff and whether the data would be meaningful.
- PI's responsibility in terms of the various kinds of data.
- A recommendation in terms of what PI would like to see in terms of the contract amendment.
- Problems with obtaining data from Monroe and Lenawee.
- Staff is not providing data according to the new process. Should a flag or block be put in the system to prevent the data entry without training?
- The question arose about staff being allowed to input data with or without training and if a couple of items can get on the burner, what would they be especially with goal attainment, primary care and natural supports?
- Staff training with new indicators sooner than later with goal attainment being done immediately following. Nothing is more important than what is done to assist consumers in achieving outcomes. B. Barry concurred.
- Clinical review of the fields for goal attainment.
- The breakdown between testing and going live and the gap created with the training piece.
- A report on goal attainment being given to the Report Committee for review.
- A regional request needs to be submitted by the PI Committee in terms of PI data/PI redesign and Report Writing Committee or lack thereof with reinforcement from Eric Kurtz that a timeline for completion is needed with a recommendation to the Directors that it is something that needs to change.
- Someone needs to write a report on the goal attainment scale.
- Where are PI and the other data in the scope of the Encompass Implementation process?

Follow Up: L. Newberg will follow up on when the data reports will be available. The Data Subcommittee will make a recommendation on behalf of PI in terms of the contract amendment. J. Capobianco will submit the recommendation to S. Reitmeier before March 31. The Data Subcommittee will prioritize the reports to be generated. Goal attainment should be an item on the Director's agenda on Monday whether the contract is amended or not. The questions are does the contract get amended and should the data be collected manually and if goal attainment is to be done manually, whose paperwork is it in and who's using it? L. Newberg offered himself up for support or strategizing. S. Reitmeier will bring the issue of goal attainment forward at the next AEC meeting. J. Capobianco will submit a data report request before the next PI meeting. S. Reitmeier will pass it on the Encompass Implementation Committee.

- **Health & Safety**

Discussion: L. Newberg questioned whether something should be done to improve data collection projects related to health and safety. The Data Subcommittee has started a discussion on what the study should be and staff is tracking certain kinds of abuse and Neglect III data. A risk related health and

safety issue has to do with medication errors and assessing suicidal risks are also under consideration. The Data Subcommittee will be submitting a recommendation on what the study should on.

Follow up: Ideas in support of the topics mentioned or other risk related topics; i.e. accessing someone for a psychiatric evaluation and deciding not to do it, etc. should be submitted to L. Newberg.

6. **Learning Organization Update/PI Redesign Update**

Discussion:

L. Hall will be presenting the PI Redesign recommendation to the AEC for feedback on Monday. At that time Mary O'hare, Professional Development Coordinator for Washtenaw County, will be working with the AEC about the Learning Organization, organizational development and PI. Input was requested about the contents of the report.

7. **RCAC Update - Development Disability Committee**

Discussion: P. Moise reported that a lively discussion was held on the subject. It was suggested that a letter be drafted for Jim Thompson circulate among other members to get comments. The purpose was to get something on record to object to the fact that a committee was being established with no consumer representation which was against everything that had been down in the past two year. An updated was provided on the change in wording in comparison to the original wording. The letter was forwarded to the AEC and it was discussed at their last meeting. They stood behind their original decision of not having consumer representation. Jane Terwilliger, as the Director Representative, will speak to the RCAC. P. Moise was vocal about what he thought the rationale was and the perception that it creates. An in depth discussion ensued.

L. Hall will send an email regarding PI's last meeting.

8. **Announcements**

An audio conference will be held with JCAHO at the CMH Offices in Lenawee on Monday, March 21, 2005, 11:30 a.m. to 1:00 p.m. RSVP by 3/18/05 to (517) 263-8905. Lunch will be provided.