



**Utilization Review Committee**  
**Meeting Minutes**  
Wednesday, 5/28/2008 9:30-noon; Towner II, Veronica Walker Room

**Committee Purpose**  
 To ensure the most efficient and effective use of affiliation clinical care resources

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Check-In –	<ul style="list-style-type: none"> <li>All</li> </ul>		
II. Review of Purpose	<ul style="list-style-type: none"> <li>None</li> </ul>		
III. Review of 5/14/2008 Minutes & Today's Agenda	<ul style="list-style-type: none"> <li>Approved</li> <li>Discussed CJ's new role as Compliance Officer for the Affiliation</li> <li>Larry asked for an update Huron valley Child Guidance Clinic's process for authorizing respite, which Sandy emailed to Barb. There was some discussion about this, as it appears, from the information available thus far, that their current process may be different from the process recommended by the Children's Administrators Workgroup and approved by the Clinical Care Committee</li> </ul>	Follow up with D. Deighton and report back in 2 weeks	CJ
IV. NCQA Planning	<ul style="list-style-type: none"> <li>Discussion about NCQA accreditation. CJ clarified why NCQA accreditation is being pursued</li> <li>Appeals is embedded in UM Standards for NCQA.</li> <li>An in depth discussion was held to help bring Jessica up to speed on the work of the UR committee.</li> </ul>	NCQA Standard Manuals to Jane and Ken Workgroup to be developed to work on standards Organize appeals	CJ  CJ (FHO role)
V. Data, what do we need, what questions do we want/need to answer?	<ul style="list-style-type: none"> <li>Brainstorming –               <ul style="list-style-type: none"> <li>Prioritize top 8 areas of study and how to proceed clarified,</li> <li>Review Strategic Plan, old work plan and the next version of the Strategic Plan for more brainstorming to develop areas of study</li> </ul> </li> </ul>	Brainstorming to continue at next meeting. Next steps is to look at what has been done, redefine it to make it useful for the region; be creative and innovative to	All  All

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		develop something different	
VI. Finance RFSR per discussion at last meeting	<ul style="list-style-type: none"> <li>Linda Brown provided a brief tutorial</li> </ul>		
VII. Inpatient recommendations; Follow up from discussion at PI Committee meeting,	<ul style="list-style-type: none"> <li>Recommendations were reported to Regional PI Committee, who requested that they be returned to the UR Committee for further discussion related to an action plan for the recommendation. There was some discussion about this committee's role in making some of these recommendations and how to proceed from this point</li> <li>Be more specific with each recommendation               <ol style="list-style-type: none"> <li>Which specific affiliate it applies to</li> <li>Next steps in communicating recommendations to appropriate affiliate, committee, director etc.</li> </ol> </li> </ul>	<p>Recommendation #1 - CSTS specific/Access (Donna/Steve) – a plan is needed on how to do it</p> <p>Review notes and minutes from the PI Committee meeting and talk with Shauna to get further clarification</p>	Barb
VIII. 1 <sup>st</sup> and 2 <sup>nd</sup> Quarter PCP satisfaction data	<ul style="list-style-type: none"> <li>Barb- All</li> </ul>		
IX. Work plan updates, next work day, what needed?	<ul style="list-style-type: none"> <li>All</li> </ul>		
X. Meeting Eval. / Checkout / Adjourn	<p>Next OAG work day; Wednesday June 11<sup>th</sup>, 2008, 9:30 -12 pm. Veronica Walker Room          Next Meeting: Wednesday June 25<sup>th</sup>, 2008, 9:30 – 12 am. Veronica Walker Room</p>		