



Utilization Review Committee
Meeting Minutes
 Wednesday, 5/27/2009 9:30-noon; Towner 2 VWR

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

Present: P. McKenna, K. Antkowiak, L. Newberg, **J. Sahuglotu**, **J. Terwilliger**, **S. Keener**, **S. Risk**, **C. Witherow**, **T. Gomez**, **B. Fortune**, **L. Hayward**, **S. Weary**, **M. Graban**, **V. Bagherzadeh** (*bolded name indicates present at meeting; non-bolded name indicates absent at meeting*)
Guests: **M. Phillips**, **D. Greenleaf**

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Check-In –	<ul style="list-style-type: none"> • None 		
II. HAB Waiver	<ul style="list-style-type: none"> • Mary Phillips and Daryl Greenleaf updated UR regarding HAB waivers. <ul style="list-style-type: none"> – The DD Admin group focuses primarily on the clinical aspects of cases, and how many waivers are available to the Affiliation. – There needs to be a determination as to who is looking at costs, and monitoring who is eligible for a waiver, and the utilization of the waivers. – Reports that are available currently are reliable for decision-making. – The Affiliation has 740 waiver slots, which are not divided by county. Of those 740, 4 are reserved for Mt. Pleasant discharges, reducing the number available to 736. Currently, there are 31 empty slots (not including the 4 in reserve for Mt. Pleasant). 24 enrollment packets at DCH that have not been reviewed yet. By the end of June, the slots 		

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	<p>should all be filled.</p> <ul style="list-style-type: none"> - Affiliation's number of slots was reduced 3 years ago. - If someone is taken off a waiver, the Affiliation does not necessarily lose that slot. In the past, there was a concern that there were not enough people to fill slots as others are being removed from slots. - There is always a lag time in filling waiver slots because once packets are submitted, there is a wait period until the state responds, and no other packets can be submitted until an answer is received from state, so there will be times when slots are not filled. Based on this, 100% capacity will be difficult to attain. - The UR committee can help by reviewing the existing reports regularly. - B. Bagherzadeh will take the waiver numbers provided back to Linda Brown and Finance for further review. - DD Admin will review the existing Encompass reports at their monthly meetings, and then bring them to CCC. The main report is the over-under utilization report. 	<p>S. Keener will provide the names of the most useful reports to committee.</p>	<p>S.K.</p>
<p>III. Review of minutes from 4/22/2009 and Agenda</p>	<p>Agenda changes</p> <ul style="list-style-type: none"> • A report from the Regional Access Committee will be included <p>Minutes changes</p> <ul style="list-style-type: none"> • B. Bagherzadeh was present at the 5/13 	<p>Agenda approved as changed</p> <p>Minutes approved as changed</p>	

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	<p>meeting.</p> <ul style="list-style-type: none"> • M. Graban should have been indicated as not present at the 5/13 meeting. • What was called the “Nimbus” report is actually the Michigan Mission Based Performance Indicator System (MMBPIS). 		
IV. ARR	<ul style="list-style-type: none"> • S. Risk advised that the ARR was sent to the state on Friday, 5/21/09. 		
V. Inpatient readmissions; Update and review decisions from 5/13/2009 meeting.	<ul style="list-style-type: none"> • The decision was made to only review readmissions that match the state report (Medicaid and GF), and not CMH data. The data that is currently being reported will continue to be reported. 	Data that matches the state report (Medicaid and GF) will be reviewed.	
VI. Data Review	<ul style="list-style-type: none"> • J. Sahutoglu reviewed the data reports. <p>Outpatient data: Readmissions and flow-through data are reviewed quarterly.</p> <p>A request was made to look at flow-through for outpatient-only and the kind of utilization management each county is using.</p> <p>Many children are receiving other services in addition to case management. These children may not be in the Outpatient report, because they are counted under another service.</p> <p>J. Sahutoglu will send a report of specific outpatient cases so that everyone can review the data to make sure the data make sense.</p> <p>Data Dictionary for case management flow-through measures:</p> <p>J. Sahutoglu reviewed the Case Management Flow-Through Measures</p>	Report of specific outpatient cases emailed to the committee.	J.S.

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	Data is for 2009, even though the report says "FY08."		
VII. Regional Access Update (Tracy)	<p>T. Gomez reviewed the committee's progress.</p> <p>Some points of interest:</p> <p>From December through May, the committee reviewed the UR manual, and some their suggestions have been implemented.</p> <p>Regional Access members have attended the state presentation on Access standards.</p> <p>The Wait List has been placed on hold pending state recommendations.</p>		
VIII. Next Chair for UR Committee, co-chair and PI Committee representative	<p>New Chair: Tracy Gomez New Co-chair: Markeeta Graban New PI committee representative: CJ Witherow</p> <p>The transfer typically takes place at the beginning of the fiscal year, unless the committee decides to make the transition sooner.</p>	<p>New Chair: Tracy Gomez New Co-chair: Markeeta Graban New PI committee representative: CJ Witherow</p>	
IX. EQR Update	<p>Standards around Utilization (CJ)</p> <p>Review takes place July 7th and 8th It will be a telephonic review C. Witherow will resend schedules indicating who is needed and when. Review will be looking for mechanisms for identifying correcting over- and under-utilization.</p> <p>Reviewers will be looking at any denials, with the expectation that a doctor has approved the denial. Doctor-approval is not required but staff should be prepared to explain who is making review decisions.</p>		

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	The committee decided to present 2 nd opinion denials for review.		
X. Outcome Action Groups – Any updates?	<ul style="list-style-type: none"> • Two Tiered benefit package and GF Waitlist – Larry • 		
XI. Next Meeting	6/10/09 in the Veronica Walker Room		
XII. Meeting Eval. / Checkout / Adjourn			