



Utilization Review Committee
Meeting Minutes
Wednesday, 11/25/2009 - 9:30-noon; Towner II VWR

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

Present: **P. McKenna**, K. Antkowiak, **L. Newberg**, **J. Sahutoglu**, **J. Terwilliger**, S. Keener, **S. Risk**, C. Witherow, **T. Gomez**, L. Hayward, **S. Weary**, M. Graban, **V. Bagherzadeh**, **S. Coleman**, C. Fair (*bolded name indicates present at meeting; non-bolded name indicates absent at meeting*)

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Check-In –	•		
II. Review of minutes from 10/14/09, and Agenda	<p>Agenda corrections None</p> <p>Minutes corrections 10/28 minutes will be reviewed at the 12/9 meeting.</p> <p>Updates</p>	Agenda approved	
III. GF – Managing Demand – Update from Board Conference	<ul style="list-style-type: none"> • Are the TSG guidelines going to be embedded in Encompass? Larry advised their recommendations are advisory, not compulsory, so they don't necessarily have to be used. It wouldn't make sense to put the technical requirements in Encompass yet, because it's not known what they're going to look like. • The 3 admin groups have been directed to use the standards in the TSG guidelines when making their waitlist recommendations. 		
IV. Review and Update Charge and Work Plan 2008-2009	<p>The committee reviewed and updated the committee charge.</p> <p><u>Purpose</u></p> <ul style="list-style-type: none"> • Larry recommended that UR's role in the education and training of supervisors and staff in UR should also be noted, as well as 		

	<p>eligibility and admissions</p> <ul style="list-style-type: none"> • Larry noted that UR has some responsibility for reviewing the utilization for all populations including those with Medicaid and those without. • GF references will go in the work plan, not the committee purpose. <p><u>Indicators/Measurements</u></p> <ul style="list-style-type: none"> • The committee would like to see a year's worth of data to review, specifically asking if the consumer is satisfied with the amount of services authorized. And if not, why? • Jessica will email the PCP data to the committee. <ol style="list-style-type: none"> 1. a. Will be revised at the next meeting. 1. b. This section will be eliminated because the review of appeals happens elsewhere. <ul style="list-style-type: none"> • Jessica will provide a list of indicators to the committee. <p><u>Resources:</u></p> <ul style="list-style-type: none"> • Jane advised that this is where the waitlist stuff should go. • Medicaid Provider Manual should also go here. <p><u>Role of Members:</u></p> <ul style="list-style-type: none"> • Bringing any training initiatives back to local level. • Who in CSTS is the UR person? Jane will follow-up with Donna. <p><u>Membership</u></p> <ul style="list-style-type: none"> • Jessica will no longer attend UR meetings regularly. She will attend as needed, as well as quarterly attendance for data review. <p>The committee will review the work plan at the next meeting.</p>		
<p>V. Update: Inpatient Readmission Data Discussion Continued</p>	<p>Jessica reviewed the data.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • Children's readmissions are going up. • The committee discussed the low numbers 		

	<p>of admissions and readmissions for Monroe. Livingston has similar programming as Monroe, but not the same positive results. Livingston is working internally on this.</p> <ul style="list-style-type: none"> • Stephanie asked how, as the committee makes connections and identifies trends, problems, etc..., that information is being disseminated? Tracy advised that committee members should disseminate information. • Tracy noted that a communication plan already exists in the committee's charge. • Regarding the systemic problems for kids and lack of engagement with the family, it was determined to be difficult to discuss the data since there's no CSTS representation at the meeting, and it's their data. • Quarter 3 data will be due on 1/4/09. Jessica will send out the form with the due date. The data will be reviewed on 1/13. 		
VI. Update: Flow Through Data Discussion Continued	12/9/09		
VII. Update: Manual	12/9/09		
VIII. Next Meeting – Agenda Items	12/9/09 Veronica Walker Room		
IX. Meeting Eval. / Checkout / Adjourn			