

## **Program Planning and Evaluation Committee**

### **Meeting Highlights**

**June 13, 2017**

#### **EXTRAORDINARY BARRIERS LIST**

Elizabeth Wells, *Mental Health Adult Intensive Case Manager*, presented to the Committee the Extraordinary Barriers List (EBL) at State Psychiatric Hospitals. Individuals ready for discharge from state psychiatric hospitals are placed on the EBL when placement in the community is not possible due to barriers caused by waiting lists, resource deficits, or pending court dates. Mrs. Wells reviewed the disposition of four (4) individuals on the EBL at Western State Hospital from our area for the month of May 2017.

#### **PROGRAM FOR ASSISTANCE WITH TRANSITION FROM HOMELESSNESS**

Jason McIntosh, PATH Mental Health Case Manager, presented to the Committee an update on the Projects for Assistance in Transition from Homelessness grant. RACSB and Micah Ecumenical Ministries are partners in the PATH grant, with RACSB acting as fiscal agent. In Fiscal Year 18, it is projected that 270 individuals will be contacted and 130 will be enrolled in services through the grant.

A motion by the Committee recommending the Board approve the PATH grant was unanimously approved.

#### **EMERGENCY SERVICES ACTIVITY AND TDO EXCEPTION REPORT**

**Jacque Kobuchi**, *Emergency Services Coordinator*, presented to the Committee the Emergency Services Activity and Temporary Detention Order (TDO) Exception Report for May 2017.

Mrs. Kobuchi reported that RACSB Emergency Services staff completed 435 emergency evaluations during May 2017. In addition, staff assisted with the execution of 109 Emergency Custody Orders (ECO) and 111 Temporary Detention Orders (TDO).

Mrs. Kobuchi reviewed seven (7) cases where the primary state psychiatric hospital was used as the facility of last resort when a community facility was not found at the end of an eight (8) hour ECO period.

#### **CIT ASSESSMENT CENTER REPORT**

**Kari Norris**, *Emergency Services Coordinator*, presented to the Committee the Crisis Intervention Team Assessment Center Report for April 2017. She said 43 assessments were completed at the CIT Assessment Center during the month of May 2017 (Caroline County – 2; Fredericksburg – 14; King George County – 1; Spotsylvania County – 12; and Stafford County – 14).

Ms. Norris reported that a total of 743 individuals have been served at the CIT Assessment Center since the program started in September 2015.

Ms. Norris reported that the Rappahannock Area Crisis Intervention Team held its second quarterly 8-hour training for dispatchers on May 18, 2017. There were nine (9) dispatchers trained at this event.

### **ELECTRONIC HEALTH RECORD/MEANINGFUL USE UPDATE**

**Suzanne Poe**, *Information Technology Coordinator*, provided the Committee with an update on the Electronic Health Record and Meaningful Use.

She reported the following: Merit-Based Incentive Payment System is replacing Meaningful Use; collaborative notes use continues to expand; a report is being created for the Emergency Services Assessment forms; the psychiatric assessment forms now require a diagnosis entry; Service Process Quality Management training was held June 7, 2017; community services boards throughout the state viewed a demonstration of SPQM reporting on May 27, 2017; work continues on the new website; Barracuda Essentials for Office 365 has been implemented; a new Polycom camera has been obtained for the Spotsylvania meeting room; and a search has begun for programs to report meeting minutes and agendas.

### **GALVESTON ROAD GROUP HOME HUD REPORT**

**Todd Larkin**, *Property Supervisor*, updated the Committee on findings and an observation from a HUD review of the Galveston Road Group Home on May 17, 2017. He reviewed a corrective action plan.

A motion recommending the Board approve the corrective action plan passed unanimously.

### **VICTIMS OF CRIME ACT GRANT**

**Sharon Killian**, *Clinical Services Coordinator*, reported to the Committee that the Virginia Department of Social Services has confirmed that the Victims of Crime Act grant will be renewed at level funding for FY 2018. She reminded the Committee that the grant is for \$66,653.00 and funds a mental health child/adolescent therapist at the Safe Harbor Child Advocacy Center.

A motion by the Committee recommending the Board approve the grant as presented was unanimously approved.

### **STATE TARGETED RESPONSE--OPIOID GRANT**

**Pat Bischoff**, *Substance Abuse Services Coordinator*, reported to the Committee that that RACSB has been awarded \$637,220 for Medication Assisted Treatment for opioid dependence. This grant is part of \$9,762,332 awarded to DBHDS to address the opioid epidemic in Virginia. She reported that RACSB has also received money for prevention services.

A motion by the Committee recommending the Board approve the grant as presented was unanimously approved.

### **MYERS DRIVE QUARTERLY CENSUS REPORT**

Stephen Curtis, ID Residential Services Coordinator, presented to the Committee a census report on Myers Drive Respite Home for January 1, 2017 through March 31, 2017. During that time, 28 individuals received respite through Myers Drive.

### **WAITING LIST**

**Jane Yaun**, Deputy Executive Director, presented to the Committee a report of the individuals waiting for services in May 2017.

At the time of the May report, there were no individuals waiting for Outpatient Services and 35 individuals (ages 14 or older) waiting longer than 30-days for an intake appointment with an RACSB psychiatrist. This is a decrease of four (4) from the prior month.

For Mental Health Residential Services, there were 10 individuals waiting for placement (needs list – 3; referral list – 5; acceptance list – 2). For Intellectual Disability Residential Services, there were 141 on the wait list (needs list – 134; referral list – 5; acceptance list – 2). For the Program for Assertive Community Treatment (PACT), there were 29 individuals waiting for placement (needs list – 20; referral list – 4; and acceptance list – 5).

A total of 41 individuals have been enrolled in PACT.

The Committee unanimously passed a motion to recommend the Board approve the Waiting List as presented.

### **QUALITY ASSURANCE REVIEW – ADULT MENTAL HEALTH CASE MANAGEMENT SERVICES**

**Stephanie Terrell**, *Quality Assurance Coordinator*, presented to the Committee that Quality Assurance completed audits of the electronic health records for Adult Mental Health Case Management Services.

In March, a total of 30 records of individuals receiving Adult Mental Health Case Management Services were audited for the time period covering November 1, 2016 through January 31, 2017.

### **QUALITY ASSURANCE DASHBOARD REPORT**

**Stephanie Terrell**, *Quality Assurance Coordinator*, presented to the Committee that Quality Assurance completed 80 chart reviews during the months of March and April, in the areas of Mental Health and Substance Abuse Services. Of the 80 charts reviewed, 3 had noted concerns. There were 41 primary staff responsible for one or more of the 80 charts reviewed. Of the 41 staff members, 26 were identified to have charts with concerns.

### **DEVELOPMENTAL DISABILITY CASE MANAGEMENT SERVICES STATUS UPDATE**

**Stephanie Terrell**, *Quality Assurance Coordinator*, updated the Committee on Developmental Disability Case Management issues. On September 1, 2016, Community Services Boards became the single point of entry for waiver services for individuals with developmental disability. RACSB has contracted with three private providers to provide Developmental Disability Case Management Services in our region. These services are provided to 42 individuals within Planning District 16.

### **DBHDS UNANNOUNCED LICENSURE REVIEWS**

**Stephanie Terrell**, *Quality Assurance Coordinator*, reported to the Committee that an unannounced licensing inspection was conducted on May 10, 2017 by DBHDS. The Committee unanimously passed a motion to recommend the Board approve the corrective action plan as presented by staff.

### **CONSUMER AND FAMILY ADVISORY COMMITTEE**

**Brandie Williams**, *Director of Operations*, reported to the Committee that the Office of Consumer Affairs and the Office of Quality Assurance recommended two individuals for appointment to the Consumer and Family Advisory Committee. Those individuals are Lacey Fulton and Joyce Vinagro.

A motion by the Committee recommending the Board approve the nominations as presented was unanimously approved.

### **CORPORATE RESPONSIBILITY RESOLUTION**

**Brandie Williams**, *Director of Operations*, reminded the Committee that the Board of Directors annually reviews and approves the RACSB's Corporate Responsibility Resolution and Plan.

A motion by the Committee recommending the Board approve the Corporate Responsibility Resolution as presented was unanimously approved.