

CCM/QOC Meeting Minutes September 30, 2020

Present: Angie Dougan, Anita Mitts, Ron Bennett, Barbara McCummins, Lindsey Myer, Erica Koontz, Sabrina Winston, Coleen Hernandez, Christine Hurla

Absent: Beth Eames, DeeDee Duncan, Mary Kennedy, Carolyn Mowery

Sabrina called the meeting to order at 12:05pm

- July meeting minutes were approved.
- PAS Tools: The CDDO is going to revise the PAS tool. We will review it with the Council at our next meeting. After it is approved we'll host a training.
- QA Workgroup meeting
 - They had a discussion on CDDO best practices for Quality Assurance. We continue to do provider visits, the QA/QE team meets regularly as well as the Council.
 - They talked about absence policies where providers are telling people they can only be absent a certain number of days and then they bill for days missed. The State is working on guidance to address this.
 - Signatures: We have to have actual signatures, not just verbal authorizations, so we are mailing out documents for signature. PCSP's should always be signed, and it can be an electronic signature as long as the agency has a policy on electronic signatures.
 - Peer Review: They are updating the process for reviews.
 - Behavior Support Plans. There are concerns about how they are written. The CDDO provided a training from Matt Enyart but we are needing to do additional training for how to write a behavior plan.
 - There was a question about PRN usage alone, it should not be recorded as an adverse incident. There is a letter from the State.
- SLI updates: Donna Holstein is retiring, the Festival of Trees will be virtual this year.

Meeting adjourned at 12:55 pm.

**Next meeting:
November 18**