Quality Directors' Meeting Agenda

Tuesday, June 24th at 3PM

Via TEAMS (860-840-2075 PIN Conference ID: 397 165 41# Tuesdays)

Thursday, June 26th at 9AM

Via TEAMS (860-840-2075 PIN Conference ID: 990 489 267# Thursdays)

EQMI Data Quality

- Meetings will be recorded for minutes, then deleted
- Functional Assessments – DLA-20 trainings- reach out to Elizabeth.Feder@ct.gov Standing item for staff needing DLA 20 basic training reach out to Liz Feder or Meagan McGuire. If staff is interested in the train-the-trainer series, they need to have this basic DLA training first. Offered monthly rotating between Monday, Wednesday and Friday. If you have a large group at your agency, EQMI can do an individualized training in person or virtually.
    - Train the Trainer-interest? Still looking to garner interest in a train-the-trainer series. Contact Liz Feder.
- Consumer Satisfaction Surveys updates- reach out to Tricia.Lang@ct.gov
    - FY 24 Consumer Satisfaction Survey Annual Report is posted Link included in agenda to Consumer Satisfaction Annual Report which is posted to DMHAS EQMI website
    - Reporting CLOSES June 30th, 2025 Make sure to input into DDaP or through SurveyMonkey. If you need support, contact Liz or Kristen Miller
        - 17,368 surveys already submitted
        - 34 agencies have submitted 0 surveys
- *Data Corrections – EQMI:* reach out to the appropriate team member based on the starting letter of your agency for support with DDaP, EDW or other data related concerns
    - Wei (A-K) – Wei.Wei@ct.gov
    - Jordon (L-Z) – Jordon.Vassell@ct.gov
        - Check capacities continue to check and review capacities and addresses for the most up to date information in DDaP. If anything needs to be changed, coordinate with your SO LMHA or OOC contact to submit a change control.
        - Check addresses
    - Clients with No Services in 6 Months Sending out reports for clients with no services in a 6 month period. Using a different report this time: Service Summary and Detail which will show any new admissions and discharges during the 6 month period. Please prioritize clients who *do not* have an associated discharge date. You may see clients who were admitted during the timeframe and have not been in services for 6 months yet; review these clients to consider service and/or potential discharge needs. Prioritize clients who have been admitted for at least 6 months without any documented services.
- Provider Alerts in June
    - Consumer Satisfaction Surveys due Make sure to input into DDaP or through SurveyMonkey. If you need support, contact Liz or Kristen Miller

Quarterly Quality Dashboards

- FY25 Q3 Quality Dashboard drafts were sent out please review and contact us with any data concerns prior to publication of Q3 finals.
    - Plan to distribute finals week of 7/1/25
- Data due by 15th of the following month (ex. May 15th for April data)

File Upload
- New E.H.R./other issues- reach out to Meagan.McGuire@ct.gov If you have a new EHR or one in the works and concerns about file uploads or other data quality concerns, let us know and we can work with you all to troubleshoot. If you have not completed the EHR questionnaire, let me know and I will resend.

Critical Incident Reporting
- Remember to close CIs Closures are due within 60 days of submission to DDaP. There is an Overdue Critical Incident EDW report that measures the 60 days from reported entry in DDaP rather than the reported incident date. Coordinate with SO LMHA or OOC contact to report, submit and close CI.
    - PNP's to coordinate with LMHA for reporting/closures
    - 60 days from incident entry to closure

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Monthly Quality Directors Calls Schedule:

Tuesdays at 3:00 PM	Thursdays at 9:00 AM
July 22, 2025	July 24, 2025

Monthly Training Schedule:

June 27, 2025	9:30 – 11 a.m.	Direct Data Entry	11–1 p.m.	EDW Reports	2–3 p.m.	CI
July 25, 2025	9:30 – 11 a.m.	Direct Data Entry	11–1 p.m.	EDW Reports	2–3 p.m.	CI

Monthly DLA-20 Training Schedule:

July 21, 2025	Monday 8:30am-12:30pm	Meagan McGuire
August 15, 2025	Friday 8:30am-12:30pm	Liz Feder

Click here to access our website: [EQMI - Home Page (ct.gov)](https://www.ct.gov)