

# Quality Directors' Meeting Agenda

**Tuesday, February 25th at 3PM**

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

**Thursday, February 27th 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 Liz Feder Staff needing or interested in taking the DLA 20 monthly training need to reach out to Liz Feder. Dates of next trainings are at the end of this agenda.
  - Train the Trainer-interest? Garnering interest in another train the trainer series. If you have staff interested in becoming a trainer, they need to take the basic DLA 20 training first. Please let Liz Feder know of interest
- Consumer Satisfaction Surveys updates-
  - Annual report is completed and will be posted Annual report is complete and will be posted to the website shortly. Keep your eye out.
  - Reporting is currently open for FY 25 Reporting is open with links to various survey modes on the website including QR code to Survey Monkey and ability to directly enter data in DDaP. Working to reduce barriers to completing survey.
- *Data Corrections – EQMI:*
  - Wei (A-K) – [Wei.Wei@ct.gov](mailto:Wei.Wei@ct.gov)
  - Jordon (L-Z) – [Jordon.Vassell@ct.gov](mailto:Jordon.Vassell@ct.gov)
    - Check capacities Check DDaP capacities and addresses. If a change is needed, work with LMHA or OOC contact to develop Change Control for updates.
    - Check addresses
- Provider Alert- Critical Incident Closures (February) Lists were sent to each PNP and SO that has CI open for more than 60 days. The standard set is 60 days to close in DDaP. Coordinate with LMHA or OOC contact for reporting and closures. There are multiple CI over one year old that need to be closed ASAP. Reach out to EQMI with questions
  - step by step guide to Completing DMHAS Data Access Form by PNP's (March) Will be sent out next week. Reviews form to get access to DDaP or EDW.
  - Special Alert - Contact Management update (March)
    - Updating contacts for all agencies
    - Due by 4/1/2025 Review CM with group including explanation of documents that will be sent to each agency next week. Due date of 4/1/25 so that EQMI can update invitations and Contact Management.

## Quarterly Dashboards / Report Cards

- FY25 Q2 RCS drafts distributed –review by March 7th and contact EQMI for data corrections Reviewed and reminded that agencies have 2 weeks to review and request data corrections or updates. Contact EQMI for corrections.
- Changes: Reviewed Q1 updates to Dashboard language
  - Crisis Evaluation within 1.5 hours of Request goal changes from 75% to 90%
  - Gender – “Transgender/other”
  - “Valid Axis 1 Diagnosis” to “MH/SU Diagnosis”

- “Data Submitted to DMHAS By Month” to “Data Submitted to DMHAS for Month”

### File Upload

- New E.H.R./other issues- let us know [Let EQMI know of any new or changes to EHR especially if doing file upload. We can test to make sure file upload is accurate for reporting](#)
- Received inquiries re: DSS end dated and added new codes
  - Working to update DDaP [DSS has end dated and added new codes that are in the works for addition to DDaP. If there are any errors related to these codes, please contact EQMI for troubleshooting.](#)

### Critical Incident Reporting

- Remember to close CIs- Wei and Jordon will reach out if needed
  - PNP's to coordinate with LMHA for reporting/closures [CI need to be closed within 60 days. Overdue CI will be followed up by EQMI. List was sent out at the beginning of the month with current open and overdue CI for closure. Work with LMHA or OOC contact for reporting and closures.](#)
- Provider Alert in February
  - List of Overdue Closures sent [See above](#)
  - EDW Report: Critical Incident Overdue [Mentioned CI Overdue report that includes coming due CI for closures; can be used as a tickler list or to determine CI that need to be closed because they are more than 60 days old.](#)

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### Monthly Quality Directors Calls Schedule:

<b>Tuesdays at 3:00 PM</b>	<b>Thursdays at 9:00 AM</b>
March 25, 2025	March 27, 2025

### Monthly Training Schedule:

<a href="#">February 28, 2025</a>	9:30 – 11 a.m.	Direct Data Entry	<a href="#">11-1 p.m.</a>	<a href="#">EDW Reports</a>	<a href="#">2-3 p.m.</a>	<a href="#">CI</a>
<a href="#">March 28, 2025</a>	9:30 – 11 a.m.	Direct Data Entry	<a href="#">11-1 p.m.</a>	<a href="#">EDW Reports</a>	<a href="#">2-3 p.m.</a>	<a href="#">CI</a>

### Monthly DLA-20 Training Schedule:

<a href="#">March 12, 2025</a>	Wednesday 8:30am-12:30pm	Liz Feder
<a href="#">April 28, 2025</a>	Monday 8:30am-12:30pm	Meagan McGuire

Click here to access our website: [EQMI - Home Page \(ct.gov\)](#)