

Quality Director's Meeting Agenda

Tuesday, July 26th at 3 PM

Via TEAMS (860-840-2075 PIN Conference ID: 875 719 429# Tuesdays)

Thursday, July 28th at 9 AM

Via TEAMS (860-840-2075 PIN Conference ID: 941 511 64# Thursdays)

EQMI Data Quality

- GAF Replacement implementation and updates: This measure will be returning to the Report Cards in the first quarter of FY23
 - DLA-20 – Train the trainer – One session has been completed and EQMI will offer another on in the Fall.
- Non-funded substance abuse programs: Per statute, all substance abuse programs should be reporting data to DMHAS, regardless of funding. The goal is to start reporting into DDAP as of this Fiscal Year. Most of those programs are already set up in DDAP and data can be uploaded. This applies to all programs that hold a license from DPH for SA. Report cards for non-funded programs will be generated for each agency to provide them a visual resource on how those programs are performing, however these report cards will not be posted to the DMHAS website, rather made available to respective agencies for their own use.
- DDAP user registration process: Please use the new form and remind staff that they have 10 calendar days to activate the passwords once they are sent out by the help desk.
 - Inactive users: Individuals, who do not use DDAP for one full year, will be removed as active users from the system.
- EQMI changes: Michael Giralmo accepted a new position as a Chief Data Officer in DMHAS; Kyle Barrette has been promoted to the Director's position in EQMI.
- Data Corrections – EQMI:
 - Karolina – karolina.wytrykowska@ct.gov - please encrypt all emails with PHI.
- Methadone maintenance providers: Please ensure that all discharges are completed on time so other providers can admit to their programs.
- New schedule of trainings/meetings: New schedule was distributed and all meetings were scheduled for FY23.
- Contact sheet: Please update who should be receiving communication from EQMI.
- Consumer Satisfaction Surveys updates for FY22: The surveys have closed and more information about the results will be distributed shortly.

Training

- Upcoming Trainings via **Teams**:
 - **Friday, July 29: 9:00 am – 11:00 am: Direct Data Entry (DDAP)**
 - **Friday, July 29: 11:00 am – 1:00 pm: EDW Reports**
 - **Friday, July 29: 2:00 pm – 3:00 pm: Critical Incidents (CI)**

 - **Friday, August 26: 9:00 am – 11:00 am: Direct Data Entry (DDAP)**
 - **Friday, August 26: 11:00 am – 1:00 pm: EDW Reports**
 - **Friday, August 26: 2:00 pm – 3:00 pm: Critical Incidents (CI)**

Training Tips

- TCM services – location – Please make sure you include the location of the service especially for TCM since it is a required field for billing.

Quarterly Dashboards / Report Cards

- FY22 Quarter 4 – draft 8/22 will be distributed
- FY22 Quarter 4 – non funded substance abuse programs 8/29

Data Quality Notes

- Monthly Alert – Additional Location for “Audio and Visual” services - please update your EHR to reflect the additional location of “10”.

File Uploads

- DMHAS contact for file upload questions/issues – please contact Karolina to coordinate the process with IT if you have any problems.
- New E.H.R. – Please let us know if your agency is switching systems or plans to go with a new EHR as it can disrupt the reporting of data. A new process for testing an upload file involves the provider to set up a file with real information and uploading it.

Critical Incident Reporting

- Guidelines for submitting CI –There are two parts in the system that are required for the CI. One involves entering the incident and the other requires the closure and the outcome of the incident. Both parts are required for each incident.
- CI old reports closure – Please check the system and close all incidents that are past 60 days.
- Covid-19 reporting requirements – There is a separate field that was created to allow individuals to enter the actual diagnosis of COVID-19. When picking "other" as a subcategory, please type in COVID-19 in the box (it was previously not available).
- CI Training – dates of training are included at the end of the minutes.

Future calls:

- **Next Quality Directors call: August 30th at 3:00 PM and August 25th at 9:00 AM**

Monthly Quality Directors Calls Schedule 2022/2023

| Tuesdays at 3:00 PM | Thursdays at 9:00 AM |
|---|---|
| July 26, 2022 | July 28, 2022 |
| August 30, 2022 | August 25, 2022 |
| September 27, 2022 | September 29, 2022 |
| October 25, 2022 | October 27, 2022 |
| November 29, 2022 Happy Thanksgiving | November 24, 2022 Happy Thanksgiving |
| December 27, 2022 Happy Holidays | December 29 2022 Happy Holidays |
| January 24, 2023 | January 26, 2023 |
| February 28, 2023 | February 23, 2023 |
| March 28, 2023 | March 30, 2023 |
| April 25, 2023 | April 27, 2023 |
| May 30, 2023 | May 25, 2023 |
| June 27, 2023 | June 29, 2023 |

Monthly Training Schedule 2022/2023

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| July 29, 2022 | 9 – 11 a.m. Direct Data Entry | 11-1 p.m. EDW Reports | 2-3 p.m. CI |
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| August 26, 2022 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| September 30, 2022 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| October 28, 2022 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| November 18, 2022 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| December 9, 2022 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| January 27, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| February 24, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| March 31, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| April 28, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| May 19, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |
| June 30, 2023 | 9 – 11 a.m. | Direct Data Entry | 11-1 p.m. | EDW Reports | 2-3 p.m. | Cl |

Monthly DLA-20 Training Schedule 2021/2022

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| August 18, 2022 | Thursday 12-4 p.m. | Michael |
| September 14, 2022 | Wednesday 9-1 p.m. | Karolina |
| October 18, 2022 | Tuesday 12-4 p.m. | Michael |
| November 15, 2022 | Tuesday 9-1 p.m. | Karolina |
| December 16, 2022 | Friday 12-4 p.m. | Michael |
| January 19, 2023 | Thursday 9-1 p.m. | Karolina |
| February 16, 2023 | Thursday 9-1 p.m. | Michael |
| March 7, 2023 | Tuesday 12-4 p.m. | Karolina |
| April 10, 2023 | Monday 12-4 p.m. | Michael |
| May 10, 2023 | Wednesday 12-4 p.m. | Karolina |
| June 13, 2023 | Tuesday 12-4 p.m. | Michael |