Quality Director's Meeting Agenda

Tuesday, October 25th at 3 PM

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

Thursday, October 27th 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 training if there is more interest.
- 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.
- 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.
- Contact sheet: Please update who should be receiving communication from EQMI.
- Internet Explorer and DDAP- Please make sure you update the browser every 30 days.
- Duplicate admissions – Emails were sent out about duplicate admission, please look through your lists and let us know which admissions should be removed.
- Co-occurring screenings – DDAP is being updated to remove the requirement for co-occurring screenings. Will send an alert once it is updated.
- TCM03 (collateral) – "audio and visual" location – DDAP is being updated to add this location as an option.
- Consumer Satisfaction Surveys updates – All information can be found on the website to start the completion of surveys for FY23.

Training

- Upcoming Trainings via **Teams**:

    - Friday, October 28: 9:00 am – 11:00 am: Direct Data Entry (DDAP)
    - Friday, October 28: 11:00 am – 1:00 pm: EDW Reports
    - Friday, October 28: 2:00 pm – 3:00 pm: Critical Incidents (CI)

    - Friday, November 18: 9:00 am – 11:00 am: Direct Data Entry (DDAP)
    - Friday, November 18: 11:00 am – 1:00 pm: EDW Reports
    - Friday, November 18: 2:00 pm – 3:00 pm: Critical Incidents (CI)

Training Tips
- Changes to EDW report: Provider and Profile: Program LOC and Contract Measures – An update was made to this report in EDW to now provide information on TCM, services and treatment requirements.

Quarterly Dashboards / Report Cards
- FY22 Quarter 4 – final – posted
- FY23 Quarter 1 – November 14th

Data Quality Notes
- Monthly Alert – Residential stays exceeding 100% - Please check that your utilization rates are correct. If capacity needs to be changed please reach out.

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: January 31st at 3:00 PM and January 26th at 9:00 AM
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Monthly Quality Directors Calls Schedule 2022/2023

Tuesdays at 3:00 PM	Thursdays at 9:00 AM
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

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

Monthly DLA-20 Training Schedule 2022/2023

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