

Quality Director's Meeting Minutes

Tuesday, October 31st at 3 PM

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

Thursday, October 26th at 9 AM

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

EQMI Data Quality

- GAF Replacement implementation and updates – report in EDW
- Non-funded programs
- DDAP user registration process
 - Log ins and passwords
- Data Corrections – EQMI:
 - Wei – Wei.Weil@ct.gov
 - Jordon – Jordon.Vassell@ct.gov
- Duplicate admissions/deceased clients
- Reviews of programs
- Diagnosis in DDAP
- Report Card – timeline discussion
- Consumer Satisfaction Surveys updates

Training

- Upcoming Trainings via **Teams**:
 - **Friday, November 17:** 9:30 am – 11:00 am: Direct Data Entry (DDAP)
 - **Friday, November 17:** 11:00 am – 1:00 pm: EDW Reports
 - **Friday, November 17:** 2:00 – 3:00 pm: Critical Incidents (CI)

 - **Friday, December 15:** 9:30 am – 11:00 am: Direct Data Entry (DDAP)
 - **Friday, December 15:** 11:00 am – 1:00 pm: EDW Reports
 - **Friday, December 15:** 2:00 pm – 3:00 pm: Critical Incidents (CI)

Training Tips

- Changing admission date in DDAP

Quarterly Dashboards / Report Cards

- FY24 Quarter 1 – September 30th

File Uploads

- DMHAS contact for file upload questions / issues
- New E.H.R.

Critical Incident Reporting

- Guidelines for submitting CI – two parts (open/closure)
- Zero CI reported

Future calls:

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

Monthly Quality Directors Calls Schedule:

Tuesdays at 3:00 PM	Thursdays at 9:00 AM
October 31, 2023	October 26, 2023
November 28, 2023 Happy Thanksgiving	November 30, 2023 Happy Thanksgiving
December 26, 2023 Happy Holidays	December 28, 2023 Happy Holidays
January 30, 2024	January 25, 2024
February 27, 2024	February 29, 2024
March 26, 2024	March 28, 2024
April 30, 2024	April 25, 2024
May 28, 2024	May 30, 2024
June 25, 2024	June 27, 2024

Monthly Training Schedule:

November 17, 2023	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
December 15, 2023	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
January 26, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
February 23, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
March 31, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
April 26, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
May 31, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI
June 28, 2024	9:30 – 11 a.m.	Direct Data Entry	11-1 p.m.	EDW Reports	2-3 p.m.	CI

Monthly DLA-20 Training Schedule:

November 9, 2023	Thursday 12–4 p.m.	Karolina
December 12, 2023	Monday 12-4 p.m.	Michael
January 23, 2024	Tuesday 9-1 p.m.	Karolina
February 26, 2024	Monday 12-4 p.m.	Michael
March 14, 2024	Thursday 12-4 p.m.	Karolina
April 29, 2024	Monday 12-4 p.m.	Michael
May 22, 2024	Wednesday 12-4 p.m.	Karolina
June 11, 2024	Tuesday 12-4 p.m.	Michael

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