

MEETING MINUTES



Quality Management C.O.R.E. Team Meeting

Ryan White Part A Las Vegas TGA Quality Management Program

Continuous Organizational Review and Evaluation

Tuesday, June 22nd 2010

3:00pm to 4:00pm

Clark County Social Services

Small Conference Room 3rd Floor

1600 Pinto Lane, Las Vegas NV 89106

C.O.R.E. Team Members	
PRESENT	ABSENT
Jared Hafen-AFAN	Patricia Thomas-UMC
Josefa Ozaeth representing Bonnie Carlisle-COMC	Aaronell Matta-CCC
Sherry Lawson via telephone representing Christine Bronston-Mohave County	
Shirley Trummell-Nye County	
Sabrina Hagan-Finks-SNHD	
Shayla Streiff-RW Part A Quality Management Coordinator	
Alisha Campbell-RW Part A	
Rob Langguth via telephone-Guest-Ryan White Part B Quality Coordinator	
Agenda Topics	
a. Introductions	All in attendance introduced themselves.
b. HRSA's expectations for Part A Quality Management Programs	<p>S. Streiff gave a brief overview of HRSA's expectations;</p> <ul style="list-style-type: none"> • That all Ryan White Grantee's establish a clinical quality management program to; <ol style="list-style-type: none"> 1) Assess the extent to which HIV health services are consistent with the most recent Public Health Service Guidelines and 2) Develop strategies for ensuring that such services are consistent with the guidelines for improvement in the access to and quality of HIV services.
c. Annual Quality Plan	<p>The Annual Quality Plan was reviewed and the C.O.R.E. Team came to a consensus that the focus of this year should be to;</p> <ol style="list-style-type: none"> 1) create baseline data through the outlined indicators 2) from that data review our TGA's target % goals for each indicator and set more realistic % goals, and 3) wait until next grant year (March 2011) to start any quality improvement projects to ensure that enough data has been collected. <p>Changes to the Annual Quality Plan are;</p> <p>Goal #1</p> <p>1.6-Develop and measure at least one indicator per funded service category and report progress on a quarterly basis in the Tracking Provided Services Report, for the CAREWare accessible indicators, and semi-annually for the remaining indicators.</p>

	<p>Deleting 1.9-From progress and outcome reports select at least two areas and develop, implement, and monitor quality improvement activities.</p> <p>Goal #4 To improve the quality of HIV/AIDS services and client outcomes for PLWH/A in the Las Vegas TGA in all Ryan White funded service categories through creating baseline data for the following performance indicators. 4.1 Utilizing baseline data and national benchmarks create goals for each indicator.</p> <p>The Annual Quality Plan was approved with the above revisions and signed into effect.</p> <p>All relevant quality management tools were discussed including the Breakdown of the Performance Measures chart, the Quality Management Plan Review Tool, and the chart review tools for each service category. All can be found on the website www.LasVegasEMA.org under the Quality Management tab.</p>
d. Standards of Care for the Las Vegas TGA	A discussion took place regarding the C.O.R.E. Teams involvement in updating the standards of care. Decisions on what standards of care to update this year will be discussed in the next C.O.R.E. Team meeting.

Assignments

OWNER	PROJECT	DUE DATE
Jared Hafen	Look into what data can be pulled from Aries for utilization in forming additional indicators.	By next meeting 9/14/2010
Shayla Streiff	Conduct chart reviews at each agency to collect baseline data (ongoing chart reviews every 6 months). Additionally, pull CAREWare performance measures on a monthly basis. Compile data report.	By next meeting for review 9/14/2010
Shayla Streiff	Complete 2 nd Quarter T.P.S. Report and distribute to all providers and planning council members.	7/1/2010
Shayla Streiff	Post current standards of care on the website for C.O.R.E. Team members to review. Research on standards of care for next meeting.	By next meeting for review 9/14/2010

Future Meetings

Meetings will be held on the second Tuesday, quarterly from 3pm-4:30pm location varies.

Tuesday, September 14, 2010 3-4:30pm	<ul style="list-style-type: none"> Review performance measurement data from chart reviews and CAREWare against National targets and benchmarks to create realistic goals for our TGA. Review Standards of Care and create a plan to update 2-3 this year. Discuss client satisfaction/consumer input methods such as; focus groups and/or a consumer survey. Review 2nd quarter TPS report.
Tuesday, December 14, 2010 3-4:30pm	<ul style="list-style-type: none"> Follow-up on progress with the Standards of Care, review those that are complete to submit to the Planning Council. Review consumer input. Review 3rd quarter TPS report.

<p>Tuesday, March 8, 2011 3-4:30pm (beginning of new grant year meeting)</p>	<ul style="list-style-type: none">• Review and update Annual Quality Plan for the new grant year. Including goals, work plan of activities and timeline.• Review the data that has been collected over the last year and decide on at least 2-3 areas of focus for the year to implement quality improvement projects.• Look into updating 2-3 more Standards of Care for the new grant year.
--	---