



Mid-State Health Network

Provider Network Management Committee Minutes

Date: 6/24/2020 | Time: 10:00 AM until 12:00 PM

Zoom Meeting ID & Password in Outlook Calendar Invitation

Attendance (phone*):	<input type="checkbox"/> T. Lawrence (CMHCM)*	<input checked="" type="checkbox"/> A. Ferzo (Huron)*
<input checked="" type="checkbox"/> M. Cupp (Lifeways)*	<input type="checkbox"/> J. Keilitz (Saginaw)*	<input checked="" type="checkbox"/> T. Humphreys (Huron)*
<input checked="" type="checkbox"/> L. Vyvyan (Shiawassee)*	<input type="checkbox"/> J. Labun (Newaygo)*	<input checked="" type="checkbox"/> S. Gunsell (Tuscola)*
<input type="checkbox"/> N. Derusha (The Right Door)*	<input type="checkbox"/> S. Chick (CEI)*	<input checked="" type="checkbox"/> T. Lewicki (MSHN)*
<input checked="" type="checkbox"/> S. Richards (The Right Door)*	<input checked="" type="checkbox"/> E. Magen(CEI)*	<input checked="" type="checkbox"/> A. Dillon (MSHN)*
<input checked="" type="checkbox"/> S. Stroh (Gratiot)*	<input checked="" type="checkbox"/> E. Lewis (BABH)*	<input type="checkbox"/> M. Davis (MSHN)*
<input checked="" type="checkbox"/> J. Huson (Montcalm)*	<input type="checkbox"/> M. Rozek (BABH)*	<input checked="" type="checkbox"/> K. Jaskulka (MSHN)*
<input type="checkbox"/> T. Curtis (Montcalm)*	<input checked="" type="checkbox"/> D. Caruss (Montcalm)	<input checked="" type="checkbox"/> C. Watters (MSHN)*
		<input checked="" type="checkbox"/> J. Pinter (BABH)*

Information

All available information should have been shared and reviewed prior to the meeting. Prior to the meeting, attendees review materials and prepare questions/feedback. Information includes previous minutes, data reports/dashboards, announcements, etc.

- Welcome and Roll Call
- Review and Approve 6/24/2020 Agenda – approved approved with amendments
- Review PNMC Minutes 5/27/2020 - approved approved with amendments

Waiver Updates

- HCBS Transition (T. Lewicki)

Decision: Update - Refer to report provided in packet

Background:

Question:

Discussion:

Outcome:

Regional Efforts – Training, Contracting and Provider Monitoring

- Annual Contract Review Planning Change Management Planning

Decision: Review sub-workgroup change recommendations - [snapshot](#); additional feedback from PNMC members

- FI [Draft and Change Log](#) ; discussion on documentation requirements for payroll (T. Lawrence)
- IPHU [Draft and Change Log](#) ; Discussion on indemnification language
- Autism [Draft and Change Log](#)

Background:

Question:

Discussion:

Outcome:



Mid-State Health Network

- Reviewed FI contract changes: Payroll documentation requirements discussion – including service notes – no issues with language proposed. Shared sample payroll form used by CMHCM. Discussed standardization but due to some requiring documentation in EMRs, this form wouldn't be implemented by all.
 - IPHU changes supported. TRD and MCN to follow up on a few items. Changes made in standard document will be made in the hospital specific documents as well. August OC review.
 - Autism changes supported.
2. Compliance Committee Update – Addressing providers disclosures (J. Pinter)
- Decision:** Update on discussion with compliance committee relative to disclosures.
- Background:** CMHs report IPHUs stating they do not have managing employees.
- Discussion:** What is our response when we don't believe the disclosure is accurate?
- Question:**
- Managing employees reporting – difficult to know the extend for which we need to go to fulfill this responsibility reasonably.
 - BABH conducted research and developed a Matrix of Provider and Supplier Business Structures (provided to committee members). Defines types of organizations and whether they should have BOD and owners and managing employees based on entity type. Possible that certain providers may not have managing employees, but highly unlikely. Fair to ask about their corporate structure to determine. Given the size of some of the health systems and we need their services, contract termination may not be possible.
 - It is fair to speak to their compliance officer to determine why they don't think they have managing employees and educate on requirements.
 - BABH also presented their Disclosure form (similar to MSHN form) – directs to sections based on the responses. Includes definitions.
- Outcome:**
- CMH responsibility – review document and *educate*. Not our role to investigate their corporate structure. They are already Medicaid/Medicare provider and they've had to enroll with the state. Enforcement is not our burden. If the form is not completed in part or whole, we should ensure it is completed.
3. FI Performance Monitoring (A. Dillon)
- Decision:** Stuart Wilson – training processes inconsistent resulting in findings.
- Background:**
- Question:**
- Discussion:** Training:
- Issues with Training being completed (Laura) – issue with trainings being completed. Monitoring that training was current based on training grid requirements.
 - Amy D. reported out on findings and various processes in the CMHSPs with how trainings are handled. Stuart Wilson is suggesting that employee training document is provided in employee packet. When tied to a paycheck, trainings are completed. TCs discussed/reviewed the proposed packet. Amy will take contract language back to TCs
 - Tuscola – not opposed to process but feels like this should fall to TCs to approve.



Mid-State Health Network

- Training language and processes should be evaluated by the TCs for proposed revisions and discussion why there is so much variation in the region and what we can do as a region to reduce that variation for the provider benefit.
- Provider agreement form – consumer, FI, and CMH is required signature. Some CMHs are not providing a signed copy back to the CMH which resulted in findings. Need to address with the specific CMHs (and SD coordinators). Suggest that electronic signatures be implemented to reduce delays with US mail.

Outcome: Amy D. will take this back to TCs. Feedback due by July 8th.

4. Training Reciprocity Update (A. Dillon)

Decision: Not addressed

Background:

Question:

Discussion:

Outcome:

5. Autism Operations (C. Watters)

Decision: Update – refer to snapshot

Background:

Question:

Discussion:

Outcome:

6. Specialized Residential (C. Watters)

Decision: na

Background:

Question:

Discussion:

Outcome:

7. H2015 Implementation (M. Cupp)

Decision: Update

Background: Implementation of H2015 planned through EDIT.

Question:

Discussion: Technical Assistance document has been released for review.

Outcome: Michael will follow up with more details. The subgroup is planning to offer a TA session in mid-July. Timeline:

- By 6/26 send resources to CMHSPs
- Request CMHSP responses/additional TA questions by 7/3
- Week of 7/6, use CMHSP responses/additional TA questions for TA content development
- TA session on July 14 or 15

8. Provider Directory

Decision: Update on enhancements to 'Accepting Enrollees' status

Background: this is a required field for directory/information services. Currently Yes/No only. Consider other alternatives. Suggestions: contact [CMHSP] with link to CMHSP site.



Mid-State Health Network

Question:

Discussion:

Outcome: ITR submitted. Will inform CMH of necessary action when implemented.

Credentialing and Recredentialing

1. Credentialing workgroup - standardized [organizational credentialing application](#) update

Decision: Reviewed proposal and approve

Background: Credentialing representatives recommended a standard application and small group formed to review and make a recommendation. Supports reciprocity and efficiency policy for provider procurement.

Question:

Discussion: Offered opportunity for input. Requested approval to move this forward to OC. No objection.

Outcome: C. Watters to meet with Flight Path and submit formal request to OC (July meeting).

Informational

1. PCE Provider Management/Credentialing Module Update – see notes in packet
2. MSHN Council & Committee Updates
 1. MSHN Board Update – [MSHN Website - Board Meeting](#)
 2. Operations Council Update – [MSHN Website - Operations Council](#)
 3. Customer Service Committee – [MSHN Website - Customer Service](#)
 4. Utilization Management Committee – [MSHN Website - Utilization Management](#)
 5. Information Technology Council – [MSHN Website - Information Technology](#)
 6. Regional Consumer Advisory Council – [Consumer Advisory Council](#)
 7. Provider Network Management Workgroup- [MSHN Provider Network Management Committee](#)
 8. Compliance Committee [MHN Website-Regional Compliance Committee](#)
 9. Training Coordinators Workgroup – [Training Reciprocity \(Box\)](#)

Next Meeting: 7/22/2020 – Zoom