

## CCM/QOC Meeting Minutes November 21, 2019

**Present:** Stephany Semple, Anita Mitts, Erica Koontz, Ryan Anderson, Ron Bennett, Barbara McCummins, Mary Kennedy, Carolyn Mowery, Coleen Hernandez, Christine Hurla

**Absent:** DeeDee Duncan, Beth Eames, Lindsey Myer, Sabrina Winston

Meeting called to order at 12:07 pm.

- Introductions.
- September meeting minutes were reviewed and approved.
- CDDO updates:
  - We have almost all Affiliate Agreements signed. There are 2 outstanding Agreements remaining.
  - Final Rule Self-Assessment is available, due January 15. The CDDO has been asked not to answer questions about the Self-Assessment but to direct questions to KDADS or to the website at [www.communityconnectionsks.org](http://www.communityconnectionsks.org).
  - We've hired a new Assessor, Julie Tilley. Her first day was Monday, November 18 and we are happy to have her start training.
- We need more people to do PAS tools.
- Reviewed new SNCDDO policies with the revisions made since last meeting:
  - Options Counseling
  - Records Management
- Coleen shared what has been discussed in the KDADS CDDO Quality Assurance Workgroup.
- AIR/CIR expectations. If you are submitting an AIR you should also be submitting a CIR. PIC staff is saying that the CDDO needs to follow up on APS calls. Anytime providers know APS has been called, they should let Coleen know. We need to be notified in order to follow up and track whether there was substantiation. The CDDO needs to address this in our policies and discuss at an Affiliate Meeting.
- KDADS is saying that anytime someone uses a restraint on someone, KDADS wants tracking in AIR whether the restraint was authorized or unauthorized. This includes using a PRN psychotropic medication – it should be marked as a restraint. When submitting a CIR, there is no checkbox for restraint so the person submitting the CIR needs to put that information in the comments.

Meeting adjourned at 12:57pm.

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**Next meeting:  
January 15  
TARC Training  
Room**