

# QUALITY IMPROVEMENT FY 13/14 WORK PLAN EVALUATION

(July 1, 2013 – June 30, 2014)

EQRO Item 1B December 29, 2014

#### Introduction

The FY 13/14 BHCS Quality Improvement Plan includes 18 goals. The QI Workplan is designed to address the requirements of the following DHCS/MHP contract sections for implementing a QI Program and Workplan: Quality Management (#22); Quality Improvement Program (#23); and Utilization Management (#24).

In this Workplan, BHCS QI Goals were divided into two sections:

- Qualitative goals for performance defined as the implementation of administrative mechanisms
- Quantitative goals for performance defined as numeric data.

This Workplan Evaluation <u>reports outcomes</u> for each goal set at the beginning of the 13/14 Fiscal Year. If an outcome was not reached then the goal was "rolled-over" into the FY 14/15 Workplan. Interventions for "Rollover" goals will be approved by the Quality Management Director and rewritten to produce improved outcomes for the FY 14/15 QI Workplan.

#### **Summary of FY 13/14 Outcomes**

Seven goals were fully or partially met:

	Description		Fully
Workplan		Met	Met
Goal #			
#3:	Mechanisms That Assess Beneficiary Family Satisfaction and Monitor Beneficiary	x	
	Grievances, Appeals and Fair Hearings		
#4:	Mechanisms to Monitor The Safety And Effectiveness Of Medication Practices	х	
#5:	Interventions Implemented When Quality Of Care Concerns Are Identified	х	
#8:	Mechanisms to Improve Clinical Record Documentation		Х
#12:	Average Length Of Time From Initial Contact To First Appointment	х	
#17 :	Follow-Up Appointments After Hospitalization		Х
#18:	Readmission Following Hospitalization	Х	

## ALAMEDA COUNTY BEHAVIORAL HEALTH CARE SERVICES FY 13/14 QUALITY IMPROVEMENT WORK PLAN EVALUATION

FY 14/15 OUTCOMES: QI Goal #1 - Quality Improvement Unit

**Goal**: To increase the Quality Improvement Unit's capacity to actively manage the Quality Improvement Program and Workplan

<u>Baseline:</u> During FY 12/13, the ACBHCS Quality Improvement Director was promoted to the position of ACBHCS Deputy Director and continues to manage quality efforts while in both roles. QI Unit staffing consisted of 1 FTE Senior Manager (Project Management, Research and Analytical tasks), 1 FTE Ethnic Services Manager, 1 FTE Administrative Coordination position and 1 FTE Executive Administrative Support position.

IM	PROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
		FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
1)	Hire a new Quality Improvement Director		$\checkmark$
2)	Add 1 FTE to the Quality Improvement analytical team "Program Specialist"		<b>√</b>
3)	Formalize linkage between the Quality Improvement Unit and three BHCS departments/functions that are integral to the Quality Improvement Program: Decision Support, Quality Assurance and Utilization Management.		<b>✓</b>
a)			✓

**Responsibility for Monitoring**: ACBHCS Quality Improvement Director

#### FY 14/15 OUTCOMES: QI Goal #2 - Quality Improvement Committee

<u>Goal</u>: To increase the capacity of the QIC to be actively involved in the BHCS quality improvement process and strengthen its advisory role to Executive Administration.

d <u>vis</u> c	ory role to Executive Administration.		
II	IPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
		FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
1.	The composition of the QIC will be shifted to increase the ratio of beneficiaries, family members and providers to BHCS staff. New QIC applicants will be screened to include experience using data to monitor and trend client, program and/or system level outcomes. MHP providers, beneficiaries and family members who are on the QIC will be more involved in the planning and design of the QI Program and in evaluating data and stating the outcomes. Members of QI Subcommittees will be engaged to more actively participate in the implementation of the QI Program, including making recommendations to the QIC.		<b>√</b>
2.	The QIC is an advisory body to the ACBHCS Executive Admin. BHCS QIC members will be more actively be involved in or oversee (MHP Contract (Exhibit A - Attachment I -Section 23): Instituting QI actions; Ensuring follow-up of QI processes; Reviewing and evaluating the results of QI activities, including Performance Improvement Projects (PIPs); Recommending policy decisions to Executive Administration through the review of QI Workplan outcomes; Document QI Committee meeting minutes regarding decisions and actions taken.		<b>√</b>
3.	Strengthen QIC's data reporting and feedback linkage with ACBHCS committees that address utilization management, and quality of care issues. In FY 13/14, the Quality Improvement Committee will formalize data reporting relationships with ACBHCS committees and departments that perform quality improvement. Specifically, QIC staff will trend and format data from the following ACBHCS units for review during QIC meetings:  - Quality Assurance Office including: Provider Credentialing & Appeals; Complaints, Grievances & Appeals; Sentinel Events  - Acute Care Management (Bed Control) (utilization management data)  - ACCESS and Authorizations Unit (utilization management data)		<b>√</b>
4.	Strengthen QIC's communication with ACBHCS committees that address quality improvement and organizational change issues.		<b>√</b>

Responsibility for Monitoring: ACBHCS Quality Improvement Director

FY 14/15 OUTCOMES: QI Goal #3 - Mechanisms and Activities that Assess Beneficiary/Family Satisfaction and Monitor Beneficiary Grievances, Appeals and Fair Hearings

<u>Global Goal for Component</u>: To add a beneficiary/family satisfaction survey that is administered on a regular basis across the continuum of care and will provide usable data to providers and ACBHCS administration, and will complement the annual administration of the full MHSIP satisfaction survey and to maintain compliance with beneficiary grievances, appeals and fair hearings; and requests to change providers.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
3ai) Continue to administer annual MHSIP Survey and meet DHCS requirements.	<b>✓</b>	<b>√</b> (always
20ii) Complete a pilet of one handician/family actiofaction august that will be decigned for use		ongoing)
3aii) Complete a pilot of one beneficiary/family satisfaction survey that will be designed for use across our continuum of care,		<b>✓</b>
3bi) Add a beneficiary/family satisfaction survey that is administered on a regular basis across the continuum of care and will provide usable data to providers and ACBHCS administration, and will complement the annual administration of the full MHSIP satisfaction survey		<b>✓</b>
3bii) Review results of a "Consumer Complaint and Grievance Process Review Objectives: "(i) document practices and procedures constituting the implementation of the Alameda County MHP implementation of the Consumer Complaint and Grievance Process; (ii) to determine whether or not BHCS is in compliance with the State of California regulations, policies, and procedures; (iii) document consumers' experience(s) with the Consumer Complaint and Grievance Process; and (iv) assess the effectiveness of the Consumer Complaint and Grievance Process in addressing consumer complaints/grievances."		
3c) ACBHCS Quality Assurance and ACCESS units will conduct a secondary analysis of <u>Requests To Change Provider</u> data to identify trends that might suggest an intervention (geography, ethnic or age group, service delivery sector, program).		<b>√</b>
3d) Develop a mechanism within the Beneficiary/Family Satisfaction pilot that reports satisfaction data back to providers in a format that is useable and in a timeframe that supports process improvement		<b>√</b>

**Responsibility for Monitoring**: ACBHCS Quality Improvement Director

## FY 14/15 OUTCOMES: QI Goal #4 - Mechanisms And Activities To Monitor The Safety And Effectiveness Of Medication Practices

**Goal**: To improve monitoring of the safety and effectiveness of Medication Practices

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
<ol> <li>Review 15% of each psychiatrist's charts during the course of a year for all sites listed in Table I, below. This review is completed in quarterly increments. Guidelines for psychotropic medication practices are applied to psychiatrist's documentation and prescribing practices.</li> </ol>	<b>✓</b>	
<ul> <li>Feedback is given to individual psychiatrists in two stages: <ul> <li>a. Verbal or written feedback concurrent with the quarterly review of their records (feedback is immediate).</li> <li>b. At the end of the year, each psychiatrist receives a personalized "Summary Report "that profiles their record of meeting or not meeting the prescription guidelines and compares their record to the average for the universe of records.</li> </ul> </li> </ul>	<b>✓</b>	
<ol><li>Trended feedback that summarizes all charts reviewed over the course of the year is given to the ACBHCS Medical Director in the form of a "Super Summary Report."</li></ol>	<b>✓</b>	
3. Share results of the system-wide report with Executive Administration		<b>✓</b>
4. Share results with the QIC.		<b>√</b>

**Responsibility for Monitoring**: ACBHCS Clinical Psychiatric Pharmacist, ACBHCS Medical Director.

FY 14/15 OUTCOMES: QI Workplan Goal #5 - Interventions Implemented When Quality Of Care Concerns Are Identified

<u>Global Goal for Component</u>: To increase the number and efficacy of systemic interventions that address Quality of Care Concerns.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	= = = = = = = = = = = = = = = = = = =	Roll-Over to FY 14/15 Plan
5a) The QA Associate Administrator will partner with the QI Unit to (i) track and trend sentinel events and formalized case reviews. (ii) analyze results and (iii) develop proposals for systemic interventions.		<b>√</b>
5b) The MHP will identify one clinical and one non-clinical PIP	<b>√</b>	

Responsibility for Monitoring: ACBHCS Quality Improvement Director

FY 14/15 OUTCOMES: QI Workplan Goal #6 - Mechanisms and Activities Regarding "No-Show Rates" for Psychiatrists and Non-Psychiatrist Clinicians

<u>Goal</u>: To establish a data collection mechanism that effectively captures "no-show" rates for psychiatrist and non-psychiatrist clinicians across the continuum of care.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
		Roll-Over to FY 14/15 Plan
1) Establish a workgroup to complete a study that identifies 'best practices' used by MHP to study providers that currently use "no-show" statistics to make practice changes that increase access to services for beneficiaries. Concurrently, the QI Unit will work with our Information Systems Department, Provider Relations/training and Decision Support to build a prototype system that can be used to capture and report this data. The system will be tested in a small sample of contract and county programs in FY 14/15.		<b>√</b>

**Responsibility for Monitoring**: Quality Improvement Director.

FY 14/15 OUTCOMES: QI Goal #7 - Mechanisms And Activities To Monitor Provider Appeals As Per Title 9 Regulations

<u>Global Goal for Component</u>: All provider appeals related to the authorization of services and processing/payment of claims will be in conformance to Title 9 regulations.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	FY 13/14	Roll-Over to
	Goal Met	FY 14/15 Plan
7a) The Authorization Unit will respond within 60 days from the date of receipt of the appeal		<b>√</b>
to inform provider, in writing, of the decision, with rationale.		•
<b>7b)</b> 100% of provider appeals related to the processing or payment of claims are in		
compliance with Title 9 requirements for the resolution process, including timelines.		•

Monitoring Responsibility: Provider Relations Director.

#### FY 14/15 OUTCOMES: QI Goal #8 - Mechanisms And Activities To Improve Clinical Record Documentation

<u>Goal:</u> Maintain compliance with state and federal regulations by ensuring competency of clinical staff to comply with documentation requirements.

QI mechanisms and/or activities that will improve outcomes:

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
2) <u>Chart audits for CBOs will be sampled in accordance with the following guidelines:</u> 10% of CBOs will be audited annually; 1-2 charts per clinician audited annually.	<b>√</b>	
3) Chart audits for Fee-For-Service Providers will be sampled in accordance with the following guidelines: Approximately 10% of providers who are active on the provider network will be audited annually; A minimum of 2 charts or 10%, whichever is greater, will be audited annually.	<b>√</b>	

Responsibility for Monitoring: Quality Assurance Associate Administrator

## FY 14/15 OUTCOMES: QI Goal #9 - Mechanisms and Activities To Evaluate and Improve 5150 Guidelines (EQRO Recommendation)

**Goal:** Improve the design of the current "5150 system" for 72 hour evaluation and treatment.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COMES
	FY 13/14 Goal Met	Roll-Over to FY 14/15 Plan
Convene a BHCS workgroup to design a descriptive analysis of 5150 current system, focusing on entry into involuntary treatment. Workgroup members will include people with experience as providers, beneficiaries and family members who have 'lived experience' with the 5150 process.		<b>√</b>
<ul> <li>Examine the system impact of current 5150 policies on the MHP and its consumers; compare with 5150 practices of similar large urban counties.</li> </ul>		•
<ul> <li>Consider methods to improve MHP policies regarding entry to involuntary acute treatment, including offering involuntary detention training and privileges to an expanded cohort of licensed mental health professionals.</li> </ul>		
<ul> <li>Review current Policies&amp; Procedures and current communication of P&amp;Ps to providers and other stakeholders involved in the 5150 process.</li> </ul>		
Review current efforts to improve 5150 process through education and training		

**Responsibility for Monitoring**: Quality Improvement Director

FY 14/15 OUTCOMES: QI Goal #10 - Mechanisms and Activities to Improve Tracking of Beneficiary Treatment Demand and Service Capacity (by Language and Geographic Location)

<u>Goal:</u> Increase MHP capacity to match, in real time, beneficiary treatment demand with service capacity by language and geographic location.

IMPROVEMENT MECHANISM OR ACTIVITY	OUT	COME
	FY 13/14	Roll-Over to
	Goal Met	FY 14/15 Plan
Convene a BHCS Workgroup to develop a tracking mechanism that enables 'real time' electronic tracking with accurate representation of demand for treatment and service availability as well as wait-times by language and location		<b>✓</b>

**Responsibility for Monitoring**: Quality Improvement Director

QUALITY IMPROVEMENT GOALS FOR FY 2013-14			FY13 /14 BASELINE		MONITORING MECHANISMS (Timelines/ Responsible Staff)	OUT FY 13/14 Goal Met	COMES  Roll Over to 14/15 Plan				
GOAL #11: Number, types and geographic distribution of mental health services within the MHP delivery system.											
No goal listed.  MHP Contract Element: monitor and set goals for the current number, types and geographic distribution of mental health services within the delivery system.		In FY 12/13, baselines that identified the number, types and geographic distribution of mental health services within the MHP delivery system were used to develop the design of the following Request- for-Proposals in the Children's and Adult's systems of care.		ACBHCS Network Office monitors for this goal - completes a quarterly contract review process to ensure that goals for each system of care are being reached through procurement process.  Trended results reported annually to QIC. Recommendations are made to Executive Admin	Mapping project established. Product not available by Jun 31 2014.	<b>√</b>					
initial c	t12: Averagontact to find service to find the first term of the fi	irst app	ointment (								
Goal 'ro	All See 'footnote (1)  Illed over' frontract Elements sms Establish Mental Health	Adult 14 or less days om FY 12 nt: Goals ned To Me	Children 14 or less Days 2.13 Are Set And		(2) ACC Prod (3) ACC Out	CESS to (gram(Adu CESS to I patient CESS to a	a could not Crisis Respo ult) Level III Chil		ACBHCS System of Care Directors receives quarterly reports.  Annual "Timeliness" report presented to QIC	EMANIO Dashboard: BHCS Access to Care Report: Days from Referral to Service  Filters: FY13/14 Adult 18-100 Child 0-17 Reference source = ACCESS	<b>√</b>

QUALITY IMPROVEMENT GOALS FOR FY 2013-14				FY13 /14 BASELINE				MONITORING MECHANISMS (Timelines/ Responsible Staff)	OUT FY 13/14 Goal Met	COMES  Roll Over to 14/15 Plan	
initial	GOAL #13: Average length of time from initial contact (first request for service) to first psychiatry appointment										
MHP Co	All 21 or less days  elled over 'fror contract Elementisms Establish Mental Health	21or : less days days m FY 12.13	re Set And nitor Timelii	ness Of	FY 12/13 FY 13/14	All 36 days 34	Adult 31 days 34	Children 39 days 34	ACBHCS System of Care Directors receives quarterly reports.  Annual "Timeliness" report presented to QIC	EMANIO Dashboard: BHCS Access to Care Report: Days from Referral to Service  Filters: FY13/14 Psych only Adult 18-100 Child 0-17 Reference source = ACCESS	<b>✓</b>
	GOAL #14: Timeliness of services for Urgent Conditions										
Mechar	All Clinical Assessment within 24 hrs Face to face clinical evaluation within 3 days based on initial CRP assessment ontract Element is For Urgent O	hed To Mor	t re Set And	on smen	A numeric baseline for FY 12/13 will be established retrospectively for the urgent care portals established by the MHP:  • The ACBHCS ACCESS 'Contact Tracking Database' will be used to track clients calling who are referred for urgent care services.				Results will be brought to the BHCS OPS meeting. OPS members will make a report to the BHCS quality improvement committee.  Annual "Timeliness" report presented to QIC.	Committee did not complete a product by Jun 31 2014.	<b>√</b>

QUALITY IMPROVEMENT GOALS FOR FY 2013-14	FY13 /14 BASELINE	MONITORING MECHANISMS (Timelines/ Responsible Staff)	OUT FY 13/14 Goal Met	COMES  Roll Over to 14/15 Plan
GOAL #15: Access to After Hours Care				
Goal not established across programs.  MHP Contract Element: Goals Are Set And Mechanisms Established To Monitor Access To After-Hours Care	Programs that offer after hours care include: Older Adults and Adults  John George Pavilion/Psych Emergency Services (24/7)  Sausal Creek FSP clinician "on-call".  TAY, Children and Youth Willow Rock Mobile Response (Seneca Center) FSP clinician "on-call"	ACCESS Director Presents annual "Timeliness" report presented to QIC.	Committee did not complete a product by Jun 31 2014.	<b>✓</b>
GOAL #16: 24/7 Toll Free Number				
Goal: The 24/7 toll free line is responsive in all 5 threshold languages 100% of the time.  MHP Contract Element: Goals Are Set And Mechanisms Established To Monitor Responsiveness Of The 24/7 Toll Free Number	Baseline: In FY 12/13, the MHP 24/7 toll free line was responsive in all 5 threshold language 100% of the time	ACCESS Director  Quality Assurance Associate Administrator  Annual "Timeliness" report presented to QIC		<b>✓</b>

QUALITY IMPROVEMENT GOALS FOR FY 2013-14	FY13 /14 BASELINE	MONITORING MECHANISMS (Timelines/ Responsible Staff)	OUT COMES  FY 13/14 Roll Over to Goal Met 14/15 Plan
GOAL #17: Average length of time for follow-up appointments after hospitalization			
All   Adult   Children   Goal   7 or   7 or   7 or   less   less   days   Days   Days   Days   Days   (HEDIS measure is 7 days post-hospitalization)	All   Adult   Children   FY   5.57   5.65   5.34   Days	Annual "Timeliness" report presented to QIC	EMANIO Dashboard: CSOC Key Indicator/ Report: Hospital Discharge to Outpatient.  EMANIO Dashboard: Acute Adult Services/ Report: Hospital Discharge to Outpatient.

## **EQRO Item 1b.** FY 13-14 Quality Improvement Work Plan Evaluation Alameda County Behavioral Health Care Services

QUALITY IMPROVEMENT GOALS FOR FY 2013-14	FY13 /14 BASELINE				MONITORING MECHANISMS (Timelines/ Responsible Staff)	OUT FY 13/14 Goal Met	COMES  Roll Over to 14/15 Plan
GOAL: Reduce 30 day readmission rate by 5%:    All   Adult   Children     Goal   17.65%   17.9%   16.6%	FY 12/13 FY13/14	All 18.58 % 18.33%	Adult 18.85 % 18.12%	Children 17.48 % 19.00%	. Quality Improvement Director  Adult and Children's System of Care Directors  John George Psychiatric Pavilion Administrator  Children's Hospital Administrator Annual "Timeliness" report presented to QIC.	EMANIO Dashboard: Acute System Wide  Report: System Wide Hospital Recidivism Levels / Table View  Filters: 7.1.13 - 6.30.14  Age: 0-100 Age: 18-100 Age: 0-17	•
PREVIOUSLY IDENTIFIED QI ISSUES					RESPONSIBILITY / ACTIO	NS	
All QI Issues from FY 12/13 were resolved. The FY 13/14 plan included no QI issues identified through the EQRO Site review process in previous years.							