



## NORTH COUNTRY COMMUNITY MENTAL HEALTH

PROVIDER MEETING MINUTES

TUESDAY, MAY 1, 2018

University Center, Gaylord MI

### **I. Welcome and Introductions - Brian Babbitt, COO, NCCMH**

Brian Babbitt welcomed the attendees. Christine Gebhard was unable to attend due to the Board Association conference. Brian read a statement on her behalf. The attendees introduced themselves.

### **II. Home and Community Based Services Update - Stewart Mills, NMRE**

Stewart Mills provided information in regard to the HCBS setting rules included inclusion, privacy, freedom and choice. The HCBS corrective action plans have been distributed. The heightened scrutiny process is ongoing.

The B3 portion of the survey was completed in 2017. The data is being processed. The completeness data should be available in the upcoming months. There were surveys that were inaccurately completed by service code that will be re-sent.

Achieving compliance with HCBS rules and the site review process with maintaining compliance will be coming in the future.

HCBS Q&A-

The HS scrutiny emails went to SPAM for some providers. Stewart can check to see if specific providers were supposed to have received the email after the meeting.

The CAP doesn't necessarily mean that the home is under heightened scrutiny. The CAP will be reviewed and verified by the NMRE. The first portion of the HS is desk audit then in person verification by Michigan State University by contract through DHHS.

### **III. Compliance Training/DRA - Brian Babbitt, COO, NCCMH**

Brian Babbitt provided the annual required Compliance/DRA Contract Provider Training. The PowerPoint training will be made available electronically to provider agencies for their use with their staff.

### **IV. ShareFest & Direct Care Conferences 2018 - Andrea Sarto, Program Director**

Andrea Sarto provided information regarding the Direct Care Conference which began in 1981. Janelle Kassien invited anyone would like to join the planning committee to contact her. The conference is planned for this October. Two topics planned for the conference are Tapping and Gentle Teaching for

peers. Other potential presenters are being solicited as well. There will be a micro-enterprise market. The lunch

ShareFest is being planned as well. The consumer planning group (NAG) is working on the topic of Safety. This will work on personal safety, public safety, bullying and LGTB safety. They would like to have a law enforcement officer to present. ShareFest is scheduled for September in Boyne City at St. Matthews Church.

**V. Northstar & Provider Reimbursement - Scott Shearer, CFO & Ann Friend, Reimbursement Supv., NCCMH**

Scott Shearer introduced himself as the new CFO for NCCMH. He asked that anyone with questions or concerns not to hesitate to call or email him or his staff with questions or concerns.

Ann Friend began fielding questions regarding North Star.

Q: It was asked whether a year-end report would be available. A: Yes, a year-end report will available for reconciling. Potentially a meeting will be scheduled for August/September to make sure providers have what they need for audits and year end.

Q: Processes and procedures have not been distributed yet. A: There is a committee working on these for providers. Ann will check on the status of this.

Ann reviewed how to enter claims for unauthorized days against general fund. This happens if a POS could not be held due to an emergency or inclement weather. Currently, the providers are submitting paper back-up to the electronic billing. That will continue until further notice.

Q: It was asked how to handle rate increase that was approved through a RAF. A: That should be noted in the comments section.

Q: The POS are viewable in Northstar by the provider. It was asked if the provider is to print them. A: No. The POSs and all forms are being printed and distributed the same as before from the Gaylord office for DD clients.

**VI. Provider Training Update - Linda Kleiber, Safety Specialist, NCCMH**

Linda Kleiber distributed the Training Registration Forms that need to be completed. She also reviewed the confirmation notice that is received once the staff is registered. This needs to be provided to the staff. She reviewed the expectation of staff arriving early and class start time. Students are not admitted late. She also reviewed the map that is enclosed with the confirmation notice. This also needs to be given to the staff. In the future, there will be charges for no-shows due to the high volume.

There was an email awhile back in regard to contingency plans, any questions regarding those plans please contact Linda.

**VII. May is Mental Health Month - Meghan Grebe & Tiffany Kiper, NCCMH**

Meghan Grebe and Tiffany Kiper reviewed the theme '4Mind4Body' and activities for May is Mental Health Month. There are activities in each county throughout the month. The color run is held on 5/21

in Petoskey. Last year, there were over 200 participants. There is a discounted rate for consumers if you contact the Charlevoix office. There will be door prizes at the various events throughout the month.

Also on 5/5 there will be the Autism Fun Walk in Boyne City.

Following the meeting was a luncheon.

**FUTURE PROVIDER QUARTERLY MEETINGS:**

Tuesday, August 7, 2018, 10 am at Gaylord University Center

Tuesday, November 6, 2018, 10 am at Gaylord University Center

Tuesday, February 12, 2019, 10 am at Gaylord University Center