

Contract Providers Transition Team (CPTT) Planning Meeting

Minutes of the July 15, 2008 Meeting

Agenda Item	Discussion	Action Item
Welcome	<p>Karen welcomed the participants and reviewed the planned agenda. The focus of the session is to briefly cover the MHSA IT Plan draft and listen to lessons learned presentations by Childrens Hospital and Stirling Academy.</p> <p>Several new CPTT participants introduced themselves to the workgroup.</p>	
Announcements	<p>The MHSA IT Plan document has been sent to all 125 Contract Provider agencies. Two attachments are not included: the Business Automation Plan (BAP) and the IBHIS Request for Proposal (RFP). These will be available when the final MHSA IT Plan is sent to the State. The official public comment period begins July 23rd and ends on August 22nd.</p> <p>There will be a meeting of the MHSA Technology Workgroup on July 29, 2008 to kick off the planning for the individual project proposal process. From now until October, the MHSA Technology Workgroup will be working on the project proposal format, exhibits and processes.</p> <p>We are working with Contracts and the Finance Division on a template for contracts and a Statement of Work (SOW) that will help to define basic project information for each Legal Entity. Dr. Greenless is working on streamlining the MHSA IT plan review duration if possible.</p> <p>We have received funding requests from all agencies except for two agencies, which will skip the first round of MHSA funding allocation.</p> <p>There are 416 high-level contract provider technology projects. Of the 416 projects, 277 project requests are in the</p>	

Agenda Item	Discussion	Action Item
	<p>EHR project category, 43 projects in Client and Family access, and 96 projects in other Technology Projects.</p> <p>There will not be any MESA IT funding released before a legal entity contract is signed by Contract Providers.</p> <p>The estimated distribution of FY 09/10 funds may change based on project proposals, and most of the agencies will spend their allocated funds before the 10 year timeframe.</p> <p>The final revised MESA IT allocation may be presented in August. If the number is larger, a second distribution and planning process may occur. Estimates are projected to be \$454 million.</p> <p>Karen covered the timeline of the MESA IT plan with members, some key points are:</p> <ul style="list-style-type: none"> ▪ A draft plan is issued this week but it only released to this group, not the general public. ▪ There will be no RFP process and no bidding for MESA IT funds by Contract Agencies. ▪ Agencies are required to submit their project proposals beginning in October and November. ▪ We met with Contracts and asked them to come up with a simplified contract and CIOB will draft a sample Statement of Work (SOW). <p>The proposed timeline for contract provider invoices is quarterly, not monthly. The group asked for clarification on invoicing if it can be done quarterly or monthly. Karen will contact Finance.</p> <p>We do not know when the agencies will be reimbursed. This will be discussed with the MESA Technology Workgroup.</p> <p>DMH will consolidate all project Status Reports from the agencies and will submit to the State every quarter. The quarterly State report is required by DMH.</p>	<p>Karen to work with contracts and the MESA Workgroup to determine approach.</p>

Agenda Item	Discussion	Action Item
	<p>The MHSA Technology Plan Recap is reviewed. The MHSA funds will cover approximately 47% of the total project budget. The remaining amount will need to be covered by agency funds.</p> <p>There are project funding requests for all 14 MHSA project categories.</p> <p>Tele-psychiatry is a pilot project from Dr. Shanner's office.</p>	
<p>Program – Operational Lessons Learned - EDI</p>	<p>Karlyn Beck presented a brief overview of Childrens Hospital of Los Angeles. Some facts:</p> <ul style="list-style-type: none"> ▪ A non-profit organization, private hospital also affiliated with USC. ▪ A community-based providing outpatient mental health services. ▪ 70% of patients are indigent and under-served. ▪ Located in Service Area 4 at 3250 Wilshire Blvd. ▪ More than a third of staff is trainees. ▪ Does not have IT staff; vendor has its own IT staff. ▪ Mental health program is using EXYM and Medical Records for hospital, clinical and administration is using Cerner; currently working on interfacing these two systems. ▪ Conduct 2 to 3 training sessions annually for new staff. ▪ Currently utilizing Access database, but will move toward web-based. ▪ Began EDI production on July 1, 2007. <p>And some lessons learned:</p> <ul style="list-style-type: none"> ▪ Start with small providers first. ▪ Majority of the time is spent cleaning up data. ▪ For reconciliation of claim, IS reports, SIFT, EDI status, and financial counseling will be useful. ▪ EDI status message is incorporated into system so when a file is uploaded successfully, an email is sent as confirmation. 	<p>Post presentations on CPTP Website.</p>

Agenda Item	Discussion	Action Item
	<p>Greg Levine presented an overview of Stirling Academy:</p> <ul style="list-style-type: none"> ▪ Some of the services provided include Medi-cal and CalWORKs. ▪ Locations in Westlake and Van Nuys. ▪ Using web-based Clinivate since 2007; started EDI on July 1 of 2007 and submitted claims by the end of July 2007. ▪ Billings and EHR are done using Clinitrak. ▪ No consultant and no new staff. ▪ New training is conducted for administrative staff and IT person. ▪ Vendor creates all reports. ▪ Some QA tools are built in to help the reconciliation of claim process. <p>And some lessons learned:</p> <ul style="list-style-type: none"> ▪ Try to distribute issues evenly with DMH EDI Support and the Vendor instead of sending all to one person, which may take longer. ▪ Have a lot of patience. 	
Open Discussion	<p>Provider raised a concern regarding the availability of support staff at DMH and the various vendors especially as the number of EDI providers continues to grow.</p>	
Next Meeting	<p>August 19, 2008 in Room 713 at DMH CIOB headquarters. The address is 695 South Vermont Ave., Los Angeles, CA 90005.</p>	