

# Provider Network Meeting

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February 11, 2020



# PIHP Reciprocity and Encrypted Email

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# PIPH Reciprocity Tool

- ▶ State wide mandatory standards---- reviewed during annual site reviews
- ▶ Consistency between ALL Regions
- ▶ State portal
- ▶ Implementation Date: April 1, 2020

# State Minimum Standards

		Possible Score	Actual Score	References	Comments	Evidence May Include
Review Date:				Reviewer:		<b>SCORING INSTRUCTIONS</b> 2 = compliance with standard/intent 1 = partial compliance standard/intent 0 = non-compliance with standard/intent N/A = requirement not applicable to this type of review or this provider
Provider:				Location/Site:		
License #:				Expiration Date:		
License Type:				# of Beds:		
Population(s) Certified:				Accreditation:		
<b>SECTION 1 - General Appearance</b>						
1.1	Home is clean and maintained (internal and external)	2	2	R400.14403 Rule 403 (1-15)		1) Furniture is comfortable and clean. 2) Living areas are well lit/ventilated. 3) Roof is well maintained. 4) Windows are weathertight. 5) Floors, walls, ceilings are clean and in good repair. 6) Stairways have sturdy, fastened handrails 7) Scatter rugs have nonskid backing. 8) Sidewalks are well maintained, i.e. no snow, ice, or debris
1.2	If home has a porch and/or deck, appears to be in safe condition with safety rails.	2	2	R400.14403 Rule 403 (8)(11)		1) Kept free of snow, ice, and debris. 2) Handrails on open sides. 3) If 8" or above, handrails on both sides
	Home is handicap accessible with ramp and			R400.1439 Rule 39 (1-3)		If wheelchairs in home: 1) Two approved means of egress from the first floor.

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# Training Resource—DCW Qualifications

- ▶ [https://www.michigan.gov/mdhhs/0,5885,7-339-71550\\_2941\\_4868\\_4899-174577--,00.html](https://www.michigan.gov/mdhhs/0,5885,7-339-71550_2941_4868_4899-174577--,00.html)

**Providing Residential Services in Community Settings -  
Training Manual** (The Entire Manual - Sections A through I,  
648 Pages, 35.5 MB)

To be current with Department requirements, you will need the entire manual or equivalent approved modules. If you have problems downloading the entire manual from the link above, it is broken into sections below which you may find easier to download and print one at a time.

# List of Required Documents (policy/processes/plans)

- ▶ Testing and Maintenance of carbon monoxide detectors
- ▶ MSDS Guidelines (Policy/Procedure, Safety Manual)
- ▶ Fire, Medical, Severe weather drills
- ▶ Emergency Shelter plan
- ▶ Maintenance of adaptive equipment (beds, CPAP, wheelchair) process/policy
- ▶ Short Staffing plan/process
- ▶ Contingency plan in event of a driving accident
- ▶ Contingency plan in event of a power outage
- ▶ Protect PHI (physical and technical safeguards)

# Training Reciprocity

- ▶ Training Reciprocity Workgroup (TRW) established by the PIHP/CEO group in 2016
- ▶ State Training Guidelines Workgroup (STGW) established by MACMHB in 2007
- ▶ [www.ImprovingMlpractices.org](http://www.ImprovingMlpractices.org) (IMP) a 'cooperative venture' overseen by MDHHS, BHDDA, and CMHAM designed for **BH professionals** to share knowledge, **participate in free training**, and earn CEU's; provides free **online access** to over 60 credit-bearing courses, along with hundreds of additional courses, videos and resources; currently has over **16,850 registered users across the state.**

# www.ImprovingMIpractices.org

The screenshot shows a web browser window with the URL <https://www.improvingmipractices.org/>. The page features a header with the logo for "improving MI practices" on the left, which includes a stylized head profile with colorful gears. On the right, there is a login section titled "Are you a Behavioral Health Professional?" with input fields for "Username / email" and "Password", and a "GO" button. Below the login fields, there is a "login" link and a paragraph of text: "This site offers a wide variety of moderated online courses, supplements to traditional training, and overall information for Michigan behavioral health professionals. [Create a New Account](#)". A link for "Need help? Visit our tutorial." is also present.

The main navigation menu includes: [HOME](#) | [ABOUT THIS SITE](#) | [PRACTICE AREAS](#) | [POPULATIONS](#) | [QUESTIONS & ANSWERS](#) | [CONTACT US](#)

The main content area features a large banner image of a smiling woman pointing towards a "REGISTER YOUR ACCOUNT TODAY!" message. The message is written in white chalk on a dark background. Below the text is a "REGISTER" button with a gear icon. The banner also includes a blue close button in the top right corner.



# Encrypted Email

- ▶ Summit Pointe staff send all protected health information via encrypted email
- ▶ In order to access our encrypted emails, you will need to:
  - Create a password
  - Open the email with the registered password
  - Download the attached PDF
  - Open the folder where the PDF is saved
  - Open the file in Adobe and enter password
  - Attachments will be displayed on the left of the email message



Encrypted email notification from Summit Pointe Behavioral Health  
Encrypted email message from "Cherlynn M. King" <[CMK@summitpointe.org](mailto:CMK@summitpointe.org)>

This email contains an email message that has been sent as an encrypted PDF document in order to ensure the secure delivery of its contents.

**Open the encrypted PDF attachment to view your secure message.**

To access this message, you should open the attached PDF using Adobe Acrobat Reader version 7.0 or higher. In order to view its contents, you must enter the password that you created when registering.

If you have any problems viewing the encrypted message or do not know your password, please contact the sender of the message or Summit Pointe support at: [techsupport@summitpointe.org](mailto:techsupport@summitpointe.org)

Note that Adobe Acrobat may restrict access to certain attachment types. If this is the case, you will need to inform the original sender and make alternative arrangements.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this email. Please notify the sender immediately if you have received this email by mistake and delete this email from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

**SOPHOS**

clideo.com

# Reminders

- ❑ Send Protected Health Information via encrypted email or fax
- ❑ All staff who initial on a data sheet during the month; need to have signature and date on data sheet
- ❑ Training Grid----send in proof of training (certs/quizzes/database driven reports)
  - ❑ Bottom of training grid---Don't forget to send in background check information

# BTC Updates

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Sean Field

Director of Behavioral Services

February 2020

# Welcome to the Team!

- Please join us in welcoming Kimberly Peck to the Summit Pointe team!
- Kimberly will be working to....
  - Assist in establishing lines of communication with providers
  - Support the development and implementation of universal strategies
  - Working to further refine our continuum of care in relation to Community Living Supports

# Electronic Data Collection Systems

- As more and more homes move towards implementing electronic data collection systems it is critical systems remain in place to assure providers who visit the home are able to access and/or review this data.
- Some proposed and/or current solutions
  - Establish regular intervals for sending data to relevant providers (weekly)
  - Have printing or access ability for all staff in home setting
  - Allow access to your data collection system for external providers

# Assumed Restrictions

- Unless expressly defined within the customer's treatment plan or behavior support plan, no restrictive or intrusive interventions can be assumed for a customer based on the level or structure of their current home.
  - This includes
    - Restrictions in freedom of movement
    - Limited access to personal property
    - Use of items or property of the home (unless defined otherwise in residence agreement)

# Community Based Updates

Elizabeth A. Wygant, LLMSW

Provider Network Meeting – 2/11/2020



# Updates on the Case Management Teams

- No longer are the teams broken up by numbers (CM#1, CM#2, and CM#3)
- CM#1 and CM#2 are now combined as CM\_MI
- CM#3 is now CM\_IDD

# CM\_MI Team Members

- Team Members include:

- Bryan Slann (HCA)
- Clarence Williams (HCA)
- Eric McLane (HCA)
- Terry Bonner (HCA)
- Dan Shaddock (CSM)
- Denisha Reed (CSM)
- Lesa Henry (CSM)
- Lilli Kaye (CSM)
- Taylor Knickerbocker (CSM)
- Tim Gottwald (CSM)
- Tracey Winchester (CSM)
- Valencia Moore (CSM)
- Susan Prough (RN)

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tag1@summitpointe.org  
tsw@summitpointe.org  
vdm@summitpointe.org  
sap@summitpointe.org

# CM\_IDD Team Members

- Team Members Include:

- Alicia Moore (CSM)
- Christin Colon (CSM)
- Danielle Bailey (CSM)
- Heather Caldwell (HCA)
- Laurel Huff (HSW SC)
- Mark Mack (SCA)
- Rachel Otmanowski (CSM)
- Robert Bruinsma (HSW SC)
- Sandi Burrma (CSM)
- Shaun Vining (SCA)
- Elizabeth Taylor (RN)

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rrb@summitpointe.org  
skb@summitpointe.org  
skv@summitpointe.org  
eat@summitpointe.org

# Case Management Team, Other

- Team Leaders:
  - Bill Gwynne      wig@summitpointe.org
  - Tim Gottwald      tag1@summitpointe.org
- CSM Director:
  - Elizabeth Wygant      eaw@summitpointe.org

# Newest Faces to the CM\_IDD Team

Danielle Bailey - CSM  
Christin Colon - CSM  
Heather Caldwell - HCA



# Newest Faces to the CM\_IDD Team

Alicia Moore - CSM  
Rachel Otmanowski - CSM  
Elizabeth Taylor - RN



# Newest Face to the CM\_MI Team

Lilliann Kaye



# HCBS Updates

- Emerging Topics Survey: MI-DDI surveyed individuals and family members to learn about their awareness of HCBS and to ask about their informational needs. This survey is still accepting responses. If possible, please share with individuals and families in your region. For more information view the [emerging topics flyer](#).
- HCBS Trainers: MI-DDI HCBS Trainers are available as a resource and can provide training and education for individuals and families on the HCBS rule and its impact on services and supports. For more information [click here](#).



# HCBS Updates

- Biggest HCBS news to come to our region is SURVEY's!
- No date yet set, but looking like end of February, beginning of March.
- SWMBH is about 96% done with B3 remediations.
- SWMBH has finished up all compliance work on the HS exits from the HSW round.
- Thank you all who have been working with SWMBH on these two areas!!

# Upcoming Dates

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- Next Provider Network Meeting:
- Specialized Residential Provider Workgroup: March 26, 2020 at 11:30am at ResCare Farmview.
- Provider Pointes Newsletter distribution: March 2020