



## Quality Committee Meeting Minutes

Tuesday, March 24, 2015 - 1:30 pm, ACH ERC 104

1. Introductions
2. Distribution of Minutes
3. Network Monitoring Update
4. PMET Data Results
5. Open Discussion

Facilitators: Gary Buff, Ph.D., LCPAA, COO for OCOK and Patricia Correa, LPC-S, NCC, LCPAA, Director of Quality Improvement and Contracts

- Introduction of Providers and OCOK staff.
- Minutes were distributed and also are posted on the website, [www.oc-ok.org](http://www.oc-ok.org)
- Initial monitoring visits for CPA's have been started and they will be finished within the next 4-6 weeks. Monitoring visits will take place at least twice a year. There will be no surprise monitoring visits. Subsequent monitoring visits will take place within 6-8 months of the initial monitoring visit unless there is the need to monitor more closely to improve quality of services. The monitoring tool is available on our website. Health and safety items are the priority.
- All serious incidents need to be reported within 24 hours of the occurrence to ensure safety and appropriate matching of new placements. DFPS requires the data on a monthly basis.
- OCOK follows the same fiscal years as DFPS; PMET data due to OCOK needs to be submitted by the 16<sup>th</sup> of the month. If you have no placements, you still need to report the data as zero.
- Next Quality Committee meeting will have second quarter data available.

Next Quality Committee Meeting will be on Tuesday, July 28, 2015 – 1:30-3pm, ACH ERC 104. If second quarter data is available meeting will be scheduled sooner.