

DELAWARE'S CHILDREN WITH MEDICAL COMPLEXITY ADVISORY COMMITTEE

January 15, 2020

9:00 -11:00

Meeting Notes

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| Welcome and Roll Call | <ul style="list-style-type: none"> DMMA Director and CMCAC Chair, Stephen Groff welcomed CMCAC members and all had a chance to introduce themselves. |
| Review notes from October 16th meeting | <ul style="list-style-type: none"> Kimberly Xavier reviewed the meeting notes. |
| Updates | <ul style="list-style-type: none"> The Committee reviewed the notes from the October 16th meeting, and there were no suggested additions, deletions or revisions. The Committee reviewed the Charter Document and Guiding Principles, and there were no suggested additions, deletions or revisions. |
| Skilled Home Health Quarterly Report | <ul style="list-style-type: none"> Kimberly gave a summary on the following: <ul style="list-style-type: none"> The group continues to meet biweekly. DMMA received the scope of work from the University of Delaware, Center for Disability Studies and Research & Education for Social Policy regarding the Workforce Capacity Study and are working on finalizing the contract. The group decided to change the name for Competency Training to Family Centered Training. Developed a list of items for the PDN Prior Authorization Toolkit as it relates to PDN Nursing. Reviewed and provided feedback to Jean Mullin to take back regarding Delaware Home Health Agencies regulations. Obtained information on the Prior Authorization as it pertains to PDN Nursing from different perspectives. Upcoming SHHN workgroup meeting are on 1/28/20 and 2/11/20. |
| Skilled Home Health Nursing 2020 Projection | <ul style="list-style-type: none"> Kimberly outlines the steps for planned activities in 2020 for the SHNN Workgroup; these steps can be found on the website in the Advisory Committee Meeting PowerPoint under the meeting materials for the January meeting. |
| Private Duty Nursing Gaps in Care Analysis | <ul style="list-style-type: none"> Kimberly summarizes: <ul style="list-style-type: none"> Completed analysis of the PDN Gaps in Care data provided by the MCOs; the analysis is available on the website under meeting materials for the January meeting. Study was designed only to review the issues surrounding private duty nursing for children |

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| | <ul style="list-style-type: none"> ○ Developed a reporting sheet and instructions for the MCOs to pull data on their children who received PDN services in calendar year 2018 ○ Both MCOs collaborated with the nursing agencies to pull records ○ The MCOs shared the data results with DMMA for data analysis ○ DMMA and Mercer worked through the data to form an analysis ○ DMMA and Mercer met with both MCOs to discuss the findings and get the MCOs' thoughts on the process and PDN Gaps in Care as a whole. ○ The original data points were shared with the CMCAC at the July 2019 meeting ○ Will need to combine the results of this study with the results of the Workforce Study and Family Focus Survey Study to have a more complete picture |
| Private Duty Nursing Emergent Care Decision Tree | <ul style="list-style-type: none"> ● Kimberly presented final PDN Emergent Care Decision Tree: <ul style="list-style-type: none"> ○ Walked through the entire document with the Advisory Committee ○ CMC Advisory Committee endorsed the PDN Emergent Care Decision Tree by consensus |
| Data Workgroup Quarterly Report | <ul style="list-style-type: none"> ● Dr. Brown discussed: <ul style="list-style-type: none"> ○ Group continues to meet biweekly ○ Met with the MCOs about the PDN Gaps in Care reports and additional work needed to clarify the results ○ Continues to analyze the claims and encounter data in review of the demographic and utilization trends amongst children with medical complexity ○ Submitted the Humans Subjects Research Board (HSRB) application for the Family Focus Groups and Surveys ○ Once the HSRB application is reviewed and approved the group will implement the Family Focus Groups and surveys ○ Will be drafting a report of the findings for the demographic and utilization data ○ Upcoming meetings are the 1/28/20 and 2/11/20. |
| Data Workgroup 2020 Projection | <ul style="list-style-type: none"> ● Kimberly outlines the steps for planned activities in 2020 for the SHNN Workgroup; these steps can be found on the website in the Advisory Committee Meeting PowerPoint under the meeting materials for the January meeting. |
| 2019 End of Year Summary Report | <ul style="list-style-type: none"> ● Kimberly gave a high-level overview of what the report will look like: <ul style="list-style-type: none"> ○ Will discuss how the work was organized for 2019, the objectives and a summary of each objective, and the progress made towards them ○ An overview of the objectives for 2020 will also be included in the report ○ Kimberly will share the draft with CMCAC and will ask for feedback by the end of January 2020 ○ The demographic and utilization data will also be included in this report |
| Priorities for 2020 | <ul style="list-style-type: none"> ● Kimberly walked through the recommended Advisory Committee priorities for 2020; these can be found on the website in the Advisory Committee Meeting PowerPoint under the meeting materials for the January meeting. |
| Public Comment | <ul style="list-style-type: none"> ○ Rep. Krista Griffith from Delaware House of Representatives on behalf of the 12 District joined the meeting and introduced herself. ○ DMMA Director Stephen Groff welcomed Rep. Griffith to the CMCAC meeting and invited her to join future meetings |

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| | <ul style="list-style-type: none"> ○ Director Groff talked about all the CMCAC has accomplished over the past year and commended all the hard work from everyone. ○ Members of the committee stated all the great work being done by everyone. |
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Future Meeting Dates:

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| April 15, 2020 9:00 AM – 11:00 AM | July 20, 2020 9:00 AM – 11:00 AM | October 21, 2020 9:00 AM – 11:00 AM |
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- ✚ All CMCAC meetings are held at the DHSS Chapel, located in the Herman Holloway Campus at 1901 N DuPont Hwy / New Castle DE 19720.