



**HH ALLIANCE Steering Committee**

<b>Date / Time:</b>	4/19/19
<b>Location:</b>	By Phone
<b>Conference Call Info:</b>	1-844-517-1271
<b>Recorder:</b>	Cerri Mansfield

Invitees---**Bold indicates attendance**

<b>NAME</b>	<b>POSITION</b>	<b>EMAIL</b>
Laura Zarate	<b>Manager of Case Management</b>	<a href="mailto:laura.zarate@changehealthcare.com">laura.zarate@changehealthcare.com</a>
Molly Buck	<b>Marketing Director</b>	<a href="mailto:mollyb@losrobleshomework.com">mollyb@losrobleshomework.com</a>
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Shelley Chilton	Administrator	<a href="mailto:Shelley@accesstlc.com">Shelley@accesstlc.com</a>
<b>Bonnie Subira</b>	<b>Project Manager Population Health</b>	<a href="mailto:bsubira@cmhshealth.org">bsubira@cmhshealth.org</a>
<b>Matthew Tufte</b>	<b>VCMC</b>	<a href="mailto:Matthew.tufte@ventura.org">Matthew.tufte@ventura.org</a>
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Lynette Harvey	Clinical Service Director	<a href="mailto:lynetteh@camhealth.com">lynetteh@camhealth.com</a>
<b>Sally Grove</b>	<b>Care Coordination, Post-Acute Manager</b>	<a href="mailto:Sally.Grove@dignityhealth.org">Sally.Grove@dignityhealth.org</a>
Frances Foy	Administrator	<a href="mailto:francesf@coastalviewhcc.com">francesf@coastalviewhcc.com</a>

<b>#</b>	<b>Topic</b>	<b>Action Items</b>
1	Review PPT template for Quarterly	Next agenda, Laura will send template to Frances and request her feedback.
2	Review guest attendee process	Next agenda
3	Update on CA Master Plan on Aging; Ventura County Perspective	Event – still pending info
4	Update on signed Charter forms	Cerri updated on who is missing. Cerri will Re-forward the request for signatures to those who are missing and CC Bonnie, Mathew, Laura, and Sally.
5	Dementia Live Attendance update	Bonnie updated- as of the 10 <sup>th</sup> , Seaview, assisted, Ojai, Summit and Los Robles, are signed up. Livingston has already received training. 4/22 – still has a few openings (9, 1, & 2:30) 4/29 – is wide open Still needs training - Mission, TLC, Las Posas, and Skilled Nursing. Bonnie will send reminder to sign up.
6	Draft protocol to address concern or barrier	Create an objective and impartial process to bring forward concerns. Task each committee with how to escalate concerns and get their feedback on the process. Discussion of sheet that can be submitted to chair or secretary or a guidelines for real time communication. Goal, time line, acknowledgement, and expectations. Clarify pathway and steps to follow.
7	SNF Update	Next agenda
8	HHA Update	Molly – Did not meet with partnership group, working with side work groups. Still looking for the steering committee criteria. Sally will send to All and Cerri will keep the file. Re-Admit data shows trend down as a collective for the alliance. Thank you to Seaview for the talk to staff.

		Liaison chair needs to contact hospitals to schedule events – discuss at the next Liaison meeting. Need list of Liaisons – Molly is following up on this. Discussion of provider terminating liaisons and the desire to get some notification when this happens.
9	Oasis Referral definition	Start of Care issue – is dependent on a full and complete referral. Lots of issues when there is not a physician’s order or has no primary. Needed discussion of how we define “Start of Care within 24 Hrs.” this can interfere with continuity of care when they do not have a complete referral.  Must record time of receipt of valid/complete referral. We can add some drop downs in Form Stack to capture information about incomplete referrals. Survey HH what the most common reasons for incomplete are. Discuss at data committee meeting. Bonnie to draft drop down info.  Discussion of need to get reason/order dictated in discharge summary.
10	Next SC Chair	Sally – May & June Matthew – July & August Bonnie – September & October Lynette/Sue – November & December Laura – January & February - 2020

**NEXT MEETING: 5/7/19**

Agenda Items –

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| 1. Review PPT template for Quarterly                             | All     |
| 2. Review guest attendee process                                 | All     |
| 3. SNF Update  | Frances |
| 4. Update on CA Master Plan on Aging; Ventura County Perspective | Sue     |
| 5. Draft protocol to address concern or barrier                  | All     |