

Family Planning Delegate Director's Meeting

Meeting Minutes
October 5-6, 2016

Welcome

-  Introduction of new staff – Ronda Schell (Lake Region), Rayne Kuntz (Community Action Partnership), Brittany Wauzynski (Valley Health)
-  Items in your packets: Text Reminder consent forms and instructions, ACA enrollment Navigators Grant Awards, Counseling Tips: Raising the Issue, QFP Checklist Family planning and related preventive health services for women and men, and Changes in Family Planning Coding: Updates to ICD-10-CM Take Effect October 1, 2016

Present

Cora Rabenberg, Amy Burke, Sara Uppgren, Kathy Detke, Nan Cicha, Denise Steinbach, Vanessa Gunning, Paula Kummer, Ronda Schell, Jean Smith, Jody Myrvik, Kathy Stenson, Laura Spicer, Karena Goehner, Rayne Kuntz, Brittany Wauzynski

Newsletter

-  Newsletter will be sent out once a month, per request of the group, rather than every two weeks
-  Group likes the upcoming due date section and also the Q&A section

Board of Nursing Update

-  Cora and Amy spoke at the BON meeting on September 29
-  The BON plans to meet again on October 27 and will meet with all the stakeholders - Pharmacy, Medicine, State Health Officer, Public Health Unit's, etc.
-  State attorney could not find anything in the law or practice act that regulates healthcare providers and standing orders.
-  Guidance from BON is to continue what we have been doing since April.

Suicide Prevention Program

-  Documentation needed on anyone who scores over a 15; fax or email to Alyson as they happen
-  Important to document when a referral is made
-  Alyson will check the policy for each agency
-  Contact Melissa Dau, FirstLink Follow Up call to complete an MOU

- ✧ Free Training Programs are found at <http://training.sprc.org/>
- ✧ Fargo currently has a Mobile Crisis Unit Team
- ✧ PHQ-2 can be billed to Medicaid and private insurance
- ✧ It was brought up at the Title X ND Family Planning site review that a policy or protocol was needed to outline the referral and follow up process. A copy of the report will be sent to Alyson to aid in developing this policy or protocol or enhance the current one if one already exists

State Updates

- ✧ Clinics should no longer be using the ND Family Planning purple booklets; Amy is currently looking in to finding a similar updated booklet
- ✧ The Family Planning webpage has been undergoing updates and there are now updated trainings under the Archive Training tab. Meeting minutes will also be posted there
- ✧ State staff will be traveling to Fargo in early December to work on updating the Policy and Procedure manual. All sites are welcome to attend in person or via phone. Jodi stated that Dr. Sauter may want to participate but will not be available November 14-18. Rayne with CAP is also willing to help and Denise with CAP is willing to help with the financial policies.
- ✧ Upcoming site reviews - Valley Health (April or May), Devils Lake (June)
- ✧ Competitive grant application for the state due March 1
- ✧ ICD 10 family planning codes effective 10/1/16 are in your folders. The codes better reflect the full range of contraceptive methods available and two updates: 1) new ICD-10 codes and 2) edits to descriptive language for current ICD 10 codes. Kathy Detke's update of the codes was sent out to the clinics last week
- ✧ ACA enrollment begins November 1. There is a list of navigator grant recipients in your folder. We are also looking at having a webinar with Jill Kesler (Community Healthcare Association of the Dakotas) the first part of December
- ✧ Discussion on Federal Review findings:
- ✧ Make sure the provider is using the tiered approach when education on contraceptive options
- ✧ Income worksheet: we cannot ask about child support income. Federal reviewers requested we change emergency contact on the front to "trusted adult" over "parent," as some children are not in safe living situations
- ✧ Male services: must ensure they qualify as a Title X client. Must discuss and document reproductive life plan/contraception options/risk reduction. Cannot only

- do STI testing. Should document what partner method is if relying on partner method
-  Adolescents: must discuss and document that you discussed specific ways to resist sexual coercion (handout for references and strategies)
 -  Reviewers stressed the importance of being accessible/visible within the community (ads, etc.)
 -  Statement of Understanding: have staff read and sign annually (Can sign on the original form and date)
 -  The financial reviewer, Gerry Christy, has cost analysis webinars on the NTC website
 -  He also reviewed the fee schedules and noticed that some charges are very low; you should be charging at least the Medicaid fee; fee should be equal to or greater than the Medicaid fee because Medicaid will pay the lesser of the two. To find the Medicaid fee, go to CMS.gov, Physician fee schedule search and or Part 2 of the NTC webinar also provides instructions on how to find these
 -  Donations should be requested from every client, whether they are a Code 0, 1, 2, 3 or 4
 -  A copy of the final federal site review report will be sent to all clinics

General Discussion and Agency Updates

-  Kathy Detke: ACOG update
-  Paula Kummer: Patagonia (EHR) beginning in two phases; 1) Billing and Scheduling go live was 9/15 and 2) Chart go live is scheduled for 11/15; Staff changes
-  Laura Spicer: Staff changes; Joined ND Society of OBGYN - \$75 a year and offer trainings/CEU's; received \$31,000 check for MA (Be persistent with insurance!)
-  Vanessa Gunning: Culture and Communications Committee; each clinic has a month; way for each agency to see what the others do
-  Jody Myrvik: Custer moved in to the UND building; staff changes
-  Denise Steinbach: Working on bringing fees and insurance reimbursements up; had a 134% increase in insurance collections; New staff: Rayne Kuntz
-  Rayne Kuntz: Learning and getting familiar with the family planning program
-  Karena Goehner: Business as usual; zero staff changes
-  Jean Smith: Standing order issues continue; in the beginnings of trying to sign up to be a provider of the Minnesota Medical Assistance
-  Ronda Schell: Amy Houle just started and used to be with IHS in Spirit Lake; looking to expand out to Ft. Totten; new clinic hours - they are now open every day for four hours and this has improved access to care; would like to start

- offering IUD's and implants again; feelers out for providers; looking to increase fee schedule; asking for more donations; family planning open house to meet staff, etc.
-  Kathy Stenson: Pat will be back in October; oil impact money went away due to state budget cuts; had to cut out EMR in order to not have to cut staff
 -  Discussion on disposal of expired medications; police station, gels can be mixed with cat litter or coffee grounds and put in regular trash;
<https://www.nodakpharmacy.com/disposal.asp> (for further information)
 -  Discussion on EHR security audits; Custer does a yearly audit of staff

Committee Work

-  We need to have representation from each clinic to participate on the committees; other staff (billing, front desk, etc.) can count as well
-  Forms Committee: Jean, Laura, Kathy Stenson, someone from CAP, Amy from Lake Region, Sarah Weninger (Disease Control)
-  QA Committee: Ronda, Denise, Valley Health, Vanessa, Karena
-  Protocol Committee: Meeting February 8-9 in Fargo; Gail, Nan, Deb Flack
-  I&E Committee: ?Dana from Fargo Cass, ?rep from Valley Health, ?rep from UMDHU, Myken Gunning, Katie Iszler, Amy from Lake Region, ?male resident from UND, Lindsey Vanderbusch (Disease Control)
-  Amy Burke will send out information regarding committees showing responsibilities of each committee

Disease Control Update (PowerPoint Presentation attached)

-  Increase in Chlamydia, Gonorrhea and Syphilis
-  Rectal testing for Chlamydia and Gonorrhea: important to test site specific if see MSM and/or women having anal sex
-  5 confirmed HIV positives in 2015; up to 10 so far this year
-  Hepatitis C testing numbers are going down due to Maven training
-  Maven: first and last name should not be all caps
-  December 1 is World AIDS Day
-  HIV PreP: HIV negative people who are at risk take daily oral anti retro viral meds to reduce their risk (Truvada)
-  90 day supply and pts need to be seen every 3 months for medication adherence
-  PrEP is covered by ND Medicaid, Medicaid Expansion, Sanford and BCBSND
-  Truvada.com has a patient assistance program

Clinical QFP

-  QFP came out in April 2014
-  Medical Eligibility Criteria and Suggested Practice Recommendations take the place of Contraceptive Technology
-  MEC replaces the WHO guidelines
-  SPR goes through every method and talks about the counseling
-  Reproductive Life Plans are the framework of our services
-  Annual Exams - age and gender appropriate
-  Required services for each visit: history, reproductive life plan, blood pressure check, weight and optional BMI
-  Look at having Kathy and Nan present this information at one of our video calls (June?)

Future Meeting Dates

-  Doodle polls will be sent out the week of October 17 to choose dates for upcoming director meetings (April 2017 and September 2017)
-  To best accommodate those who travel long distance, we will have a one day meeting in April and two ½ day meetings in September
-  Future video calls (12:30-1:30 CST): December 2016, February 2017 and June 2017. Suggestions for agendas: ACA enrollment, Suicide Prevention follow up and or application guidance for new contracts, Nan & Kathy present QFP to clinicians