

AQIP WORKGROUP MINUTES
February 27, 2008

Attendees: Kevin Besev, Becky Peterson (MDA), Konrad Edwards (MDCH), Mary Kushion (Central Michigan), Lynn Stauff (MDCH), Stephanie Simmons (Lapeer), Jessica Austin (MPHI)

Teleconference: Tim McCullouch (St. Clair), Steve Kuntz (Macomb), Elgar Brown (MDEQ)

The meeting was convened by Mary Kushion at 9:40 am at MPHI.

- I. Welcome and Introductions: Mary Kushion
- II. Review/Approval of Minutes: Minutes from December 19, 2007 were approved as written.
- III. Current Quality Improvement Issues
Mary Kushion provided an overview due to Marti Kay Sherry's resignation.
 1. Discussed the Review Evaluation quarterly report. Also discussed the possible development of a survey tool the reviewers could use to evaluate their overall experience at the local health department.
 2. Discussed plans to continue to review the value of the Peer Observer Program
 3. Cycle 4 Calendar was recommended by AQIP at its December meeting and M. Kushion reported it was approved at the Accreditation Commission meeting in January 2008.
 4. Missed Indicator Report
 - a) Discussed Family Planning Indicator 11.1 as an example, since it was the most missed indicator, with only 5 of 32 agencies receiving a fully met
 - b) Discussed dissemination of the missed indicators report. Anecdotal information seems to suggest that the information may not be filtering down to the reviewer level in some instances. It is thought that reviewers need this information for technical assistance and training purposes
 - c) It was noted that because this a new data set, we have not, as yet decided how we may want to use and disseminate

this data. Further, there was discussion regarding the role of AQIP in this feedback loop. It was suggested that we may want to look at setting a compliance level (60%), which would trigger a review of any indicator that was missed by 60% or more of LHD's for further department evaluation. Mary will draft a document with distribution guidelines in an attempt to further clarify distribution and address the feedback loop issue.

- IV. Multi-State Learning Collaborative: The grant was submitted. We have not yet heard about funding status. It was also noted that Debra Tews is working on the national level to address the national voluntary accreditation equivalency issues and that Mary Kushion and Harvey Wallace are working on the standards workgroup.
- V. Becky Peterson distributed a document dealing with Guidelines for Met, Not Met and Met with Conditions. Becky worked with other division leads to help determine how Met with Conditions issues were being handled by each division. It was noted that although Family Planning indicated they were not using "Met with Conditions", the Missed Indicator Report indicates that some programs seem to have received "Met with Conditions". WIC, HIV/AIDS, STD, Immunization and Hearing/vision have not yet been evaluated/reported. Becky will send the document to AQIP members for comments and will continue to work with the group to complete the document.
- VI. Other Business: None
- VII. Next Meeting: April 16, 2008 9:30 a.m. at MPHI.