



**Ryan White Program Performance Improvement Advisory Team**  
**Minutes of May 21, 2010**  
*Behavioral Science Research*  
*2121 Ponce de Leon Blvd., Suite250*  
*Coral Gables, FL 33134*

*Approved June 18, 2010*

#	Members	Organization	Guests	Organization
1	George Barroso	North Dade Health Center	Patria Avila	Care Resource
2	Jocelyne Coles	Helen B. Bentley Family Health Center		
3	Elizabeth Davis	Jessie Trice Community Health Center	<b>BSR Staff</b>	
4	Karen Hilton	University of Miami	Ariela Eshel	
5	Joe Martinez	ACMS	Beth Hayden	
6	Ed McGowan	Concept House	Sandra Sergi	
7	Jasmin O'Neale-Lewis	University of Miami	Kim Tardalo	
8	Patricia Roberts	University of Miami		
9	Johnny Rogers	Empower "U"		
10	Carla Valle-Schwenk	Office of Grants Coordination		

1. The PIAT Chair, Ed McGowan called the meeting to order and asked for introductions.
2. PIAT members reviewed the April 16, 2010 minutes. No changes were made.

**3. Standing Business**

- Ryan White Program Update
  - *Grant Award* - Carla Valle-Schwenk reported that the full Fiscal Year (FY) 20 Ryan White Program formula, supplemental and Minority AIDS Initiative (MAI) awards have been received for a total of \$25,699,349 which is approximately \$500,000 less than FY 19. The grant application received a score of 99 with no weaknesses noted. Miami's requested carry over funds, if approved, should make up the funding difference. Part A contracts are in the process of execution.
  - *Service Delivery Information System (SDIS) Update* - Carla noted that a memo went out to clarify the appropriate usage and billing for the adherence (ADH) code. The override (OVR) code was added for MCM supervisors to bill for referrals made to the Ryan White Program for prescription drugs.
  - *Miscellaneous* -
    - ADAP Waitlist - The Florida Department of Health (DOH) announced with little notice that as of June 1<sup>st</sup>, the AIDS Drug Assistance Program (ADAP) will institute a waitlist. During a recent sweeps, prior to the DOH announcement, the Miami-Dade HIV/AIDS Partnership moved \$1.2 million out of the Ryan White Program prescription drug service category to fund other needed services. Once the impact of the ADAP waitlist becomes clear, sweeps will be conducted accordingly.

- SFAN - The Office of Grants Coordination (OCG) conducted a desk audit of the Public Health Trust (PHT). Carla noted that eligibility has improved greatly, likely due to the monthly technical assistance (TA) visits.
  - Progress Reports - Carla will share providers' challenges and accomplishments as indicated in the annual progress reports with the PIAT.
- Medical Case Management Updates
  - *TA Visits* – Monthly TA visits continue to focus on the first three sections of the Comprehensive Health Assessment and the Plan of Care (POC). Three agencies requested and received additional POC training for their MCM's. Quality Management (QM) staff will begin scoring the TA review tool in order to track individual MCM's strengths and weaknesses as well as improvement over time. Minor changes will be made to the tool and the PIAT will have an opportunity to review it.
  - *Monthly MCM Training* – The May training topics included adherence, public assistance programs and sexually transmitted disease (STD) partner notification services.
  - *Quarterly Supervisors Training* - The MCM supervisor training focused on training tools for new and established MCM's. Copies of the Service Delivery Guidelines and MCM Standards were incorporated into a training workbook to ensure receipt of information and track completion of training exercises. Jocelyne Coles thanked Sandra Sergi for conducting an excellent training and noted the workbook will be extremely helpful. Presentations were also given on the role of MCM's in QM, SDIS reports, the Miami-Dade HIV/AIDS Partnership's website, ([www.aidsnet.org](http://www.aidsnet.org)), and public assistance programs. Sandra noted that a two day MCM basic training will be held in August and an ARTAS training for outreach workers is being planned for July.
- Record Reviews –Update
  - *Oral Health Care (OHC) Follow-Up Record Review - Preliminary Aggregate Results* – All but one agency have received their agency-specific reports. Ariela Eshel reviewed the draft aggregate report with the PIAT; the final report will be disseminated shortly. The record reviews were conducted by Carol M. Stewart MS, DDS, Dental Director for the Florida/Caribbean AIDS Education and Training Centers (AETC). A performance threshold of 80% has been officially approved by the OHC Subcommittee. Individual review elements related to client eligibility, however, must be at 100% compliance. Scores overall were higher than the 2008-2009 scores; however, scores for education and referral remained low. Along with agency-specific recommendations, Dr. Stewart recommended that 1) all clients have their blood pressure taken prior to treatment, 2) updated medical history forms be implemented, 3) American Heart Association (AHA) antibiotic treatment guidelines be followed and 4) more consistent full mouth x-rays be taken. Dr. Stewart will attend the August meeting of the OHC subcommittee in order to share her general findings and recommendations. Dr. Stewart has also offered to provide an educational seminar on the medical aspects related to treatment of HIV-infected individuals. A follow-up review will be conducted in one year to document improvement in the OHC benchmarks.

#### 4. **New Business**

- *PIAT Member Reports on QM Activities and Best Practices* – Ariela asked that PIAT members share information regarding QM activities taking place at their respective agencies as well as best practices that would be relevant to other PIAT members. She noted these reports would become a standing item on the PIAT agenda. Jasmin O’Neale-Lewis agreed to provide the first presentation in June.
- *ADAP Update* – As noted by Carla, beginning June 1<sup>st</sup> a Florida ADAP waitlist will be implemented. The ramifications for the system as a whole are not yet known.
- *Substance Abuse Summary Reports* – Attendees reviewed an SDIS substance abuse summary report (copy on file). Beth explained that only two of the four questions were answered and only two of the three residential substance abuse providers responded to the first two. The reports indicate that disenrollment is not always done in SDIS for clients who leave residential substance abuse and are referred to outpatient treatment. The matter will be discussed at the upcoming ACMS-OGC-BSR meeting.
- *Outreach Report* – Beth reported that the Town Hall meeting held to discuss strategies for fulfilling the Health Resources and Services Administration (HRSA) mandate to Part A planning councils to identify individuals unaware of their HIV status, get them tested and link them to care, was successful. Strategies and barriers were identified and discussed. Beth noted that one strategy for linking to care newly diagnosed individuals will be to collaborate with Jackson Memorial Hospital to ensure hospital discharge planning includes linking newly diagnosed clients with a Ryan White Program outreach worker. Local 2009 DOH data indicating new cases by reporting site has been provided (Beth will bring the data to the June meeting which will be dedicated to linking newly diagnosed clients with Ryan White Program outreach workers).
- *Finalization of Record Review Schedule with AETC* – AETC will finalize its’ schedule of planned reviews for a follow-up oral health care review, full scale psychosocial and mental health review, and targeted pharmacy and outpatient medical reviews.
- *Activity Code Study – Next Steps* - The follow up study is complete and data is currently under analysis. Results were delayed due to BSR data analysis staff being extremely busy with the Client Satisfaction Survey data entry and analysis. The Activity Code data report will be presented to PIAT in June or August.

#### 5. **Next Meeting** –The next meeting will be held on Friday June, 18<sup>th</sup>, 2010.