

# DELAWARE'S CHILDREN WITH MEDICAL COMPLEXITY ADVISORY COMMITTEE

January 15, 2020

9:00 -11:00

## Meeting Notes

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

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

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

**Future Meeting Dates:**

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
--------------------------------------	-------------------------------------	--

- ✚ All CMCAC meetings are held at the DHSS Chapel, located in the Herman Holloway Campus at 1901 N DuPont Hwy / New Castle DE 19720.