

# **DATA TEST/HIGH PERFORMANCE**

WebEx – See Invite

By Phone: 312-535-8110, Access # 1774928747#

May 20,2022 at 9:30am – 12:00 am

## **Minutes**

### **I. Attendance/Roll Call**

Attendees entered their names and name of agency affiliate in the chat box

### **II. Approval of Previous Minutes**

Minutes was corrected and motion was made to approve minutes as corrected

### **III. Department / Staff Update**

- Keith Polan has been confirmed has Chief Deputy of Clinical and Child Services.
- Jacqui Dortch as also been confirmed as Deputy Director of Clinical and Child Services (which includes Placement Administration formally known as Central Matching).
- Alicia Ozier resigned from her role as Deputy of Clinical and Child Services.
  - Placement Administration is being restructured with Jacqui as its new Deputy Director however, any questions should still go to her or Keith Polan.
- Gwendolyn Payton is the new Associate Deputy of A&I Licensing as of November 2021. Shontae Blankenship is the acting Deputy Director of Licensing.
- Monitoring is targeted to transition under Operations, although the effective date has not been confirmed. New Deputy Director for Permanency is Suzanne Isenberg-Chhabra.
- Rose Harris is retiring at the end of the month. Rose had an opportunity to share her appreciation for the work being done for our youth and their families.
- Mitchell Sandy is now Vice President of Clinical Operation and Youth Services at Thresholds.

### **IV. Runaway Interruptions (Part II) – Jennifer Prior**

Jennifer with Northwestern presented / lead a discussion on Runaway Interruption, focusing on:

- Why it is important to look at the data

- Risk factors associate with runaway behavior
- Statewide trend by:
  - Specialty population
  - Classification level
  - Moderate contract
  - Moderate group home
  - Severe contract

**Next steps:** recommended to continue looking at the run interruption data.

- Look at run interruptions stratified by race & gender
- Literature review of strategies to reduce runs
- Suggestions:
  - Looking at youth that have family members involved
  - Youth involvement – youth that are involved in aged appropriate activities
  - High priority youth
  - Length of stay correlation – when runs occur

## **V. Family First**

### **a. Independent Assessment/Reassessment – Matthew Skarbek**

Around 3 months before the due date, the independent assessor reaches out to the permanency team and to the facility to begin collecting information on youth, CFTM information, and treatment progress. Sixty days prior to due date, the independent assessor will set up time to talk with the youth, permanency team, and facility. The process must be completed 15 days prior to the due date of the paperwork to allow time for Clinical to review documents. Matthew's team has reassessed 6 youth, including 2 supported with a director's waiver.

### **b. Child and Family Team Practice Memos**

To be covered at the next meeting in July.

## **VI. Background Check**

Agencies were previously informed that conditional letters would no longer be accepted. Conditional letters allowed employees to begin work without having been fully cleared; being supervised by someone else who was cleared. A meeting with Stakeholders and the Director resulted in a decision to allow conditional letters until further notice, and a committee is being formed to work with the private sector to streamline the process.

There is an opportunity for agencies to work with their licensing representative to find out more expeditiously when a background is cleared as opposed to waiting for the letter in the mail.

A&I is working with the IT Department to develop a portal that would allow providers to monitor the status of progress for the background check.

Noted that Title IV E funding requires that employees have a full clearance. That requirement is still there however, the Department will delay the execution of it to allow additional time for adjustments.

Providers have recommended tracking and gathering data around turnaround time for background check requests and approvals. Some agencies have experienced a 4 to 6 weeks average wait time. Gwendolyn shared that some tracking is being done however, there may be a need to start tracking from the time the request arrives to the time it is approved as opposed to tracking when the actual background check begins.

Gwendolyn suggests gathering all provider questions/concerns and forwarding it to her, cc'ing Shontae for a follow up. Angela will take the lead in forwarding the questions/concerns to Gwendolyn.

The Monthly Provider Report does capture some data around background check, and there is a possibility to collect additional information on the report. There needs to be thought around what is the question providers need answered.

There is a work group being formed, comprised of Department staff and providers to look deep into background process.

**Next step:** This work group decided to wait on providing modification of the Monthly Providers Report to capture the background check data and allow the CWAC work group start and see Data Test work group can support it.

## **VII. RTOS IL Outcomes Retirement**

RTOS/IL Outcomes is migrating with OITS by June 30 due to security concerns. The Department, along with OITS and Northwestern data team have been working to meet that deadline. The intent is to begin using a different platform, REDCap. There is a Mandatory Providers Meeting/Training and Feedback Session on REDCap on May 25<sup>th</sup> to allow both agency leadership and individuals who enter CSR information participate in training, Northwestern will split their team to cover both the CWAC and the Providers Meeting, which has more of a targeted population. Providers will be given opportunity to try out the system after training.

**Next Meeting: June 24, 2022 (WebEx)**