

# Quality Management Improvement and Accountability Council Charter

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## Overview

The QMIA Council will serve in an oversight capacity regarding the development and implementation of actionable quality improvement processes to monitor the quality of the progress of the implementation of the Jeff D Agreement.

The QMIA Council will be composed of leaders in each of the child serving systems: the Division of Behavioral Health (DBH), Family and community Services (FACS), Medicaid, the Idaho Department of Juvenile Corrections (IDJC), and the State Department of Education (SDE). In addition stakeholders, such as family and/or youth, will be sought as valued members to the QMIA Council.

## QMIA Values

The Quality Management Improvement and Accountability Council (QMIA Council) will focus on building and strengthening outcomes-driven processes in the Idaho child serving system of care. The QMIA Council will accomplish this by supporting the development of collaborative monitoring and management processes and of structures that will effectively overcome systematic and systemic barriers to the goal of transforming the lives of children, youth and families.

## QMIA Goal:

The QMIA Council will support the development and enhancement of the philosophy of quality improvement built on an organizational foundation of cross-system collaboration. This will include:

- Ascertaining that all partners have a role in QMIA and recognize how QMIA will make the system better for kids and families
- Characterizing how QMIA Plan and QMIA Committees will meet the requirements and deciding on when to implement
- Implementing the Transformational Collaborative Outcomes Management (TCOM philosophy)
- Addressing areas that are identified and are most ready for joint action

The QMIA Council will utilize data and information about performance on critical decision points to develop performance improvement projects.

## QMIA Council Responsibilities:

The QMIA Council will review quarterly and annual quality data and reports to assess agency, regional and statewide performance, develop and refine cross system indicators and measures,

propose performance improvement projects, and make recommendations to the Interagency Governance Team (IGT) including changes to policy and practice. Additional responsibilities of the QMIA Council are to

- Review, revise and approve the QMIA Plan as needed.
- Review the QMIA Quarterly and Annual Reports.
- Monitor the progress of the implementation and finalize the annual Implementation Progress Report.
- Develop, monitor and manage cross system Performance Improvement Projects.

### **QMIA Council Roles**

The QMIA Council will have a Chair who will work to lead the group in achieving the goals. The Chair will lead the Council for 1 year. At the end of each calendar year the QMIA Council will decide who will be the Chair for the upcoming year. Current Chairs may remain in the role if the Council agrees and the individual is willing.

The QMIA Council will be staffed by the Quality Assurance Program Manager from DBH and other designated personnel.

The QMIA Council will have designated Administrative Support staff to take minutes, send out agendas, and provide logistic support for the Council meetings.

There will several designated QMIA Subcommittees. The Subcommittees to the QMIA Council will be responsible for various aspects of monitoring and quality improvement:

- *Data, and Reports Committee*- The Data and Reports Committee will select or develop metrics and refine measurement strategies and plans for the dissemination of results of quality monitoring. The Data and Reports Committee is the designated committee to develop working definitions for the Quality Review process, standardize terms for data and establish the framework for QMIA reports.
- *Implementation Plan Monitoring Committee* – The Implementation Plan Monitoring Committee is the designated committee to develop processes to monitor and report on progress toward meeting Outcomes in the Settlement Agreement.
- *Provider Partnership Committee* – The Provider Partnership Committee is the designated committee to encourage partnership with all child mental health serving providers and State, review reports to assess statewide performance, recommend QA/QI activities to the QMIA Council.
- *Youth and Family Partnership Committee* – The Youth and Family Partnership Committee is the designated committee to provide a collaborative forum for open discussion of issues related to children’s mental health, including outreach and consumer education. Committee

may recommend QA/QI activities, review quarterly and annual reports to assess statewide performance, submit concerns to the QMIA Council and to the IGT when no improvement is noted.

- *System Improvement Committee* - The System Improvement Committee is a multiagency workgroup to review complaints and appeals, results of QR, notices of action that reflect adverse decisions, child, youth and family feedback on service effectiveness. The System Improvement Workgroup may recommend cross-system performance improvement projects to the QMIA Council such as PIP, investigation, new QA subcommittees, or action plans.
- *Clinical Quality Committee* – The Clinical Quality Committee will be the designated committee to oversee clinical processes, review Wraparound fidelity results, assess compliance with the Access to Care and Principles of Care and Practice Model results of chart reviews, Quality Review Grand Rounds, and other reviews of clinical quality measures. To be implemented by July 2018.

### **Length and Scope of Membership**

Members of the QMIA Council working for the DBH, FACS, Medicaid, IDJC, and SDE are designated by the lead Administrator of each involved agency. Other members of the QMIA Council will be volunteers from youth, family, community partners, and providers. There will be no terms limits and there will be no nominating committee.

### **Accountability**

The QMIA Council is accountable to the Idaho Behavioral Health Committee (IBHC) and the YES Interagency Governance Team (IGT).

### **Authority and Decision Making**

The QMIA Council has the authority to make decisions about cross system performance improvement projects that do not require approval by the IGT or other Administrative or governing body.

### **Meeting Schedules**

QMIA Council meetings will be held at least monthly. The schedule and duration of the meetings will be determined by the membership.

### **Meeting Format**

The general format for each meeting will be to review the status of action items from previous meetings, provide updated information, and address agenda items prepared by or brought to the group.

- Agenda items will be solicited and a meeting agenda will be emailed out in advance of the meeting by the QMIA Administrative Support staff.
- Voting by the QMIA Council will be based on majority or consensus.
- The meetings will be documented by the QMIA Council Administrative Support staff and distributed to meeting participants for feedback and finalization.
- Final copies will be distributed to all members.

### Version History

Version	Date	Name	Comments
1.0	1/27/17	Candace Falsetti	Revision