

Project Team Minutes

Team/Council (Check Appropriate Team or Council):		Meeting Date: 6/28/07	
<input type="checkbox"/> Quality Management Council		<input type="checkbox"/> Compliance Review Team	
<input checked="" type="checkbox"/> Standardized Documentation Team		<input type="checkbox"/> Consumer/Family Advocates Advisory Committee	
Meeting Location:		Time Meeting Began: 9:30 a.m.	
Facilitator: Oshlag, Jordan & Selden, Dave	Recorder: Scott Lloyd	Time Meeting Ended: 4:30 p.m.	
Sponsor:	Consultant(s): David & Scott Lloyd	Observer(s):	
Members Attending:	1. Susan Abbott	2. Nancy Carlucci	3. Joe Passeneau
4. Sherry Davis	5. Dave Selden	6. Michael Stuart	7. Stephanie Sladen
8. Dallas Gulley	9. Porter May	10. Jordan Oshlag	11. Cindy Palfrey
12. Anne Priestley	13. Jan Feingold	14. Steve Chisholm	15.
16.	17.	18.	19.
Members Absent:	1. Rita Barrette	2. Bill Wisnieski	3.
4.	5.	6.	7.
Meeting Attainment Summary			
Topic/Deliverable	Lead Member Presenting	Status/Update	Action Taken
1. Update from CRT, QMC	David and Scott	<ul style="list-style-type: none"> - Grids from the CRT will be available online by 7/9/07 - They have added two meeting to make sure they can complete their work - After the 7/13/07 meeting, CRT will stand down until Sept. - The September 12th meeting will be a joint meeting with the SDT, CRT, and QMC - MTM will continue to work with the CRT to help them focus only on compliance and not get into design <p>CRT Question Responses:</p> <ul style="list-style-type: none"> - MD signature on the treatment plan and is it an order for service? Yes it is an order for service, therefore the 9 elements necessary for an order of service must be present. - Staff type verse staff name question? Only the person preparing, their supervisor and an MD need to sign the plan - Any kind of treatment plan update can be rolled into the 90 update 	
2. Subgroup Break out sessions	All		
3. Team Progress Reports / Subgroup reports and discussions/decision making	Team Leads / All	Cross group discussions in regard to: Assessment Team Treatment Plan Team Progress Note Team	
4. Review of deadlines	All		

5. Next Steps / Interim Meetings	All	Scott will post the most up to date versions of the treatment plans on the MTM website	
6. Wrap Up	All		
7.			

Topic/Deliverable	Lead Member Presenting	Status/Update	Action Taken
9.			
10.			
11.			
12.			

Identified Resources Needed

Resource Required	Member Requesting	Source of Resource	Date Required
1.			
2.			
3.			
4.			

Project Integration Need(s) Identified (Please identify Project Integration Challenges Identified that Needs the Attention of Other Teams):

Identified Assistance Required	Team(s) Identified to Provide Assistance	Specific Focus Areas Required	Date Action Needed
1. Compliance Review	CRT	CRT needs to clarify if rewriting the treatment plan annually is required.	7-10-07
2.			
3.			
4.			

