

Minutes from the SAMH Data Advisory Committee (DAC) Meeting in Tallahassee on 7/17/19

1. Introduction and Meeting Agenda

1.1. Sen-Yoni opened the meeting by welcoming the members and reviewing the agenda items. He also provided update that Assistant Secretary R. Moore would not be able to attend today’s committee meeting.

1.2. Meeting Agenda

The July 17, 2019 Agenda is posted under the heading “Q1/2019 Meeting Information” on FASAMS website at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>.

2. Data Advisory Committee Framework – Update

2.1. Participants

Sen-Yoni Musingo (DCF)	Nathan McPherson (DCF)	Ann Berner (SEFBHN)	Dusty Pye (LSF)
Tracey Fannon (DCF)	Alexander Ford (DCF)	Roderick Harris (BBCBC)	Anna Heitz (DCF)
Ute Gazioch (DCF)	Andrea Fernandez (CFNHN)	Carrie Hartes (CFBHN)	Ian Merkel (Carisk Partners)
Jimmers Micallef (DCF)	Andy Gulati (Credible, Inc.)	Diego Wartensleben (Concordia BH)	Teresa Janeczek (DCF)
Edward De Cardenas (DCF)	Anna Lowe (CFCHS)	Don Savoie (MBHCI)	Jennifer Ramirez (LSF)
Victoria Johnson (DCF)	Laura Naredo (SFBHN)	Lauren Pilkinton	Maggie Cveticanin
Maria Bledsoe (CFCHS)	Mike Lupton (CFCHS)	Patricia Tilford (DCF)	Rentia Barineau (DCF)
Ryan Lavender (NTST)	Sandra Medlicott (DCF)	Sharyn Dodrill (Carisk Partners)	Shelley Katz (LSF)
Joanne Szocinski (CFBHN)	Carrie Hartes (CFBHN)	Christi Anderson (DCF)	Heather Allman (DCF)
Trinity Schwab (CFCHS)	Frank Jowdy (DCF)	Johnny Guimaraes (SFBHN)	Erin Whitaker-Houck (LSF)

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Ian Merkel (Carisk Partners)	Victoria Johnson (DCF)	Joe Glidden (CFBHN)	Anna Heitz (DCF)
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2.2. Committee Membership

2.2.1. Issue/Concern: Committee Membership

In their previous DAC Meeting (5/14/2019), the committee members' recommendation was to include Wellpath representative as a permanent committee member. In this meeting, the committee also recommended to increase service provider representation from one to three members. Tracey indicated that Don Savoie and Mike Idoni were nominated to represent service providers as permanent members of the committee.

Recommendation/Resolution

- The Committee concurred with the recommendation for adding Scott Welcome from Wellpath to be the third permanent representative of SMHTF, and both Don Savoie and Mike Idoni as permanent representatives of the service Providers.
- Tracey Fannon will update the membership composition to reflect the Committee's recommendation

2.2.2. New Language

Sen-Yoni advised that due to DCF travel restrictions and travel costs involved, the DAC will move from face-to-face meetings to a GoToMeeting format to reduce cost and burden on all parties. The GoToMeeting will occur every quarter, i.e., Q1 is August, Q2 is November, Q3 is February, and Q4 is May. Sen-Yoni acknowledged and recommended the creation of ad hoc sub-committees to address particular changes or recommendations that are complex in nature and require some Subject Matter Experts, both inside and outside the Committee, who can analyze the issue and make recommendations for final review and approval by DAC members.

Recommendation/Resolution

- The Committee approved the new language as written.
- An updated version of the SAMH Data Advisory Committee Framework will be posted under the heading "Committee Meeting and Task Force Information" on FASAMS website at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>.

3. FASAMS Website Walkthrough

3.1. FASAMS DCF Pamphlet 155-2 (version 13) and Reference Documents

- 3.1.1.** Sen-Yoni conducted the walkthrough of all the major items on the Home Page for the Financial and Services Accountability Management System – FASAMS - at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>, and the location of the FASAMS Pamphlet 155-2 (version 13) and Reference Documents and Appendices at: <https://myflfamilies.com/service-programs/samh/155-2/pamphlet-155-2-v13.shtml>.

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3.1.2. A question was raised about how new FASAMS users get permission and credentials to access the system. Sen-Yoni indicated that Chapter 2 of the Pamphlet 155-2 (version 13) provides Procedures for Requesting and Obtaining Access to SAMH Systems, including FASAMS. This information is available at <https://myflfamilies.com/service-programs/samh/155-2/155-2-v13/Chapter%202%20Access%20Management.pdf>

3.1.3. Sen-Yoni acknowledged that thanks to the establishment of the SAMH Data Advisory Committee, the FASAMS system now has well-established standard protocols and processes for requesting and implementing enhancements that directly affect the stakeholders at all levels. He stressed the fact that DCF should not implement any major enhancement in FASAMS unless it is recommended by the stakeholders and it is reviewed by the committee for final approval and implementation. Sen-Yoni stressed the need for these standard protocols and processes to continue and improve over time regardless of the person in charge of the SAMH Quality Assurance.

3.2. Weekly Stakeholder Reports

- Sen-Yoni brought up the latest Weekly Stakeholder Report, which is located at: https://myflfamilies.com/service-programs/samh/fasams/docs/reports/FASAMS%20Stakeholders%20Report%2020190712_Final.pdf
- He directed the meeting participants to Section 7, which identifies the new changes going into effect and whether those changes have a direct impact on submitting entities' operations.
- Sen-Yoni stressed the importance of reading the Weekly Stakeholder Reports, so submitting entities can stay abreast of changes being implemented; specifically, those changes that directly affect the Managing Entities and their network service providers.
- Sen-Yoni clarified that FEI specifications for system changes should be given to submitting entities at the same time FEI starts using them for enhancing FASAMS. Regardless of any delays in FEI specifications, Sen-Yoni clarified that submitting entities and their EMR/EHR vendors were guaranteed six months to implement the enhancement in their systems.

3.3. Committee Meeting and Task Force Information

- Sen-Yoni directed meeting participants to the location of the Committee Meeting and Task Force Information at <https://myflfamilies.com/service-programs/samh/fasams/index.shtml> . He stressed the need for all committee members to read the DAC meeting minutes, memoranda, and other materials to ensure all parties are kept in the communication loop for ongoing changes and enhancements.
- Sen-Yoni indicated that each memorandum from the SAMH QA Director to DAC members should focus only on FASAMS enhancements that have direct impact on submitting entities and their EMR/EHR systems. At the minimum, each memorandum should specify the business requirements that must be implemented, the recommended changes that must be implemented to meet these business requirements, as well as the benefits and risks for implementing the enhancements. Sen-Yoni indicated that the recommendations outlined in each memorandum must be reviewed and

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discussed during the DAC GoToMeetings to get final resolution before the recommended changes can be implemented.

4. Integration of Supplemental Data Sets into FASAMS

4.1. Committee members reviewed the recommendations in Memorandum #2019-07-17-A, which describes the business requirements for enhancing FASAMS and detailed specifications of the changes needed to meet these business requirements. This memorandum includes the plans and recommendations for integrating each of the 12 supplemental data sets into FASAMS. It is posted on FASAMS website under Q1/2019 Meeting Information Minutes and Memoranda at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>.

4.2. Committee members approved all the recommendations in Memorandum #2019-07-17-A, with some changes in various sections of the memo as follows.

4.2.1. Section 2 - Current Status

Sen-Yoni added a new business requirement to collect and report data pertaining to Service Event Setting in the Service Event Data Set.

4.2.2. Subsection 3.2.1 - IsEnrolledInProjectCode

- Sen-Yoni added this new data element to indicate whether or not the person being admitted is enrolled in any project team as shown in the updated version of Memorandum #2019-07-17-A.

4.2.3. Subsection 3.2.2 - EnrollmentStatusCode

- Changed the data element name from EnrollmentStatusCode to **EnrollmentProjectCode**.
- Updated the data element definition and validation rules to reflect EnrollmentProjectCode rather than EnrollmentStatusCode.

4.2.4. Subsection 3.2.3 - EnrollmentDate

- Changed the section number from 3.2.2 to **3.2.3**
- Updated the validation rules

4.2.5. Section 3.3

As indicated in the updated version of Memorandum #2019-07-17-A, Sen-Yoni added Section 3.3 to include recommendation/resolution for collecting and reporting data pertaining to Service Event Setting in Service Event Data Set.

4.2.6. Subsection 5.2.1 - AtRiskofOutOfHomePlacementCode in Guidance 32

- Updated the validation rules.

4.2.7. Subsection 2.1 - FITEligibilityStatusCode in Template 17

- Updated the validation rules.

4.2.8. Subsection 2.2 - ChildPlacementCode in Template 17

- Updated the validation rules.

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4.2.9. Subsection 1.1 - CareCoordinationPopulationCode in Template 21

- Updated the validation rules.

5. Proposed Guidance 24 Documents

Adam L. Wasserman presented on this subject.

- He reported that his team members are working to create a single document derived from Guidance Document 24 and Template 11.
- Reviewed timeline for project.
- A request was made that two people from each ME and region be nominated to comprise a team for this project. SFBHN (Johnny Guimaraes) recommended Brittney Gursky Landa.
- Deadline for nominations was set for July 26.

6. Waiting List Issues

6.1. Committee members approved the following recommendations from the SAMH Subject Matter Expert staff, Jeff Cece:

- Crisis Support/Emergency will be removed from the code table of discreet covered services that can be used for placing individuals on Waiting List.
- The Project Code will be added to the code table of bundled services that can be used for placing individuals on Waiting List.

6.2. Committee members did not reach a consensus regarding SAMH policy and time-frame for placing a person on Waiting List. Sen-Yoni recommended Steve Lord, Jeff Cece and some other committee members look into this issue and provide recommendation(s) for final review and approval by the Committee.

7. New Website for Acute Care Services Utilization Reports

7.1. Sen-Yoni Indicated that the Acute Care Services Utilization Reports in FASAMS database are only accessible and available to a limited number of individuals who have FASAMS user accounts. As such, these FASAMS reports are out of compliance with Section 394.9082(10), Florida Statutes, directing the department to post on its website, by facility, the data collected pursuant to this subsection and update such posting monthly.

7.2. To comply with the above statutory requirement, Sen-Yoni directed meeting participants to the new SAMH Dashboard at <https://wwwdev.myflfamilies.com/service-programs/samh/dashboard/index.shtml>. This new website provides Year-to-Date data per month within each fiscal year per submitting entity, provider, and facility type.

7.3. Discussion occurred regarding the quality of data being reported in the Acute Care Services Utilization Data Set.

7.3.1. Some participants indicated that some records are being rejected for various reasons, including the following:

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- ✓ The total number of operational beds exceed the total number of licensed beds. Sen-Yoni clarified that the number of operational beds is a subset of the number of licensed beds and, therefore, should be equal to or less than the number of licensed beds.
- ✓ The total number of occupied beds exceed either the number of operational beds or the number of licensed beds. Sen-Yoni clarified that the number of occupied beds across all payor classes can exceed either the number of operational beds or the number of licensed beds by no more than 10% or for three consecutive days or for seven days in a month. When this occurs, the system should accept the record and issue a warning.
- ✓ The number of beds billable to DCF exceeds the number of beds purchased by DCF. Sen-Yoni clarified that the number of beds billable to DCF can exceed the number of beds purchased by DCF by no more than 10% or for three consecutive days or for seven days in a month. When this occurs, the system should accept the record and issue a warning.

7.3.2. Sen-Yoni indicated that the above issues of data being rejected will be discussed with FEI to make sure the current business/validation rules are correct.

8. Plan for Migrating Legacy Data Sets (DOC, SANDR, TANF)

Nathan McPherson discussed three options for migrating the legacy data sets as indicated in the table below. Nathan indicated that these options are pending review and decision by SAMH and OITS leadership.

		Option 1	Option 2	Option 3
		Add to FASAMS	Custom Development	Add to Visual Vault
TANF	Time	5-6 months	6 months	3-5 months
	Cost	\$343,500	\$80,000	\$278,000
SANDR	Time	5-6 months	5 months	3-5 months
	Cost	\$176,400	\$66,000	\$283,000
DOC	Time	4-5 months	6 months	4-6 months
	Cost	\$269,500	\$85,000	\$358,000

9. ME Access to FASAMS Data

9.1. Long-Term Solution

Nathan McPherson indicated that DCF long-term solution is to pursue a Red Hat JBoss system due to its proven performance and capabilities. This will allow FASAMS data to be populated in this system and will provide MEs with direct access to their data. Nathan indicated that SAMH and OITS are on track to provide this permanent solution starting September 1, 2019.

9.2. Interim Solution

Ed DeCardenas indicated that SAMH QA staff members, in collaboration with ME staff members, have developed Sql Server Reporting System (SSRS) reports, which MEs can use as an interim solution to

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retrieve records they submitted into FASAMS and be able to compare these records to the corresponding records in their databases. However, a technical difficulty arose when Ed tried to demonstrate the functionality of these SSRS reports.

10. Other Issues

10.1. **Monthly Carry Forward**

Committee members indicated that they would like to receive and review the algorithms currently used by FEI to calculate the carry-forward amount reported in the validation report of the Provider Detail Monthly Expenditure. Sen-Yoni has obtained the Carry-forward specifications from FEI and this document will be posted on FASAMS website under Q1/2019 Meeting Information Materials at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>.

10.2. **Uncompensated Care**

Committee members raised the issue of uncompensated care and how data pertaining to this issue are being captured and reported in FASAMS. The ME's major concern is that, due to multiple funding streams, the data they report to FASAMS may be skewed and does not appear to account for the multiple funding streams they operate on (e.g., they may max out utilization of a given funding stream for a service earlier than the funding is projected to last).

Sen-Yoni acknowledged the ME's concerns and recommended the creation of an ad hoc sub-committee specifically to address this issue.

10.3. **Discharges from State Mental Health Treatment Facilities**

Committee members raised the concern regarding persons being discharged from SMHTF without prior acceptance into local FACT project. Committee members identified that FASAMS should be capable of tracking clients throughout the continuum of care, including those SMHTF discharges. Ute said the issue of clients being discharged from SMHTF without a plan for continuity of care in community was a business practice issue, not a data issue.

Sen-Yoni clarified that a report can be generated on any person discharged from SMHTF and whether or not that person received FACT or other services in community following the discharge. He indicated that there is a need for further follow-up on this issue.

11. Closing

Sen-Yoni stated that if anyone has any questions, about anything, please send them to the DCF Help Desk using the "Submit A Question" link at <https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>

Sen-Yoni concluded the meeting saying goodbye and that this was his final DAC meeting, as his last day in SAMH Office is July 25, 2019.