Coordination Committee Teleconference Notes

Date: 07/02/2018

Time: 3:00-4:00pm

In Attendance: Ay-Lih We (DPH), Ben Chaffee (UCSF), Beth Neary (DPH), Christina Nip (DPH), Irene Hilton (DPH), Kim Levine (SFUSD), Margaret Fisher (DPH), Mayra Amador (DPH), Susan Fisher-Owens (UCSF)

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| **AGENDA ITEMS** | **NOTES** | **ACTION ITEMS** |
| Action Items Check-In |  |  |
| Pilot 1 Updates | Christina:* Contract is still in progress, pilot activities not yet started
* Will sit down with AFL to work out timeline once things are in motion for contract, still hoping for expert meeting in August, LS #1 in Oct, LS #2 in Dec, LS #3 in Feb 19
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| Pilot 2 Updates | Christina:* Ay-Lih is our Health Worker from CHDP who also does DTI care coordination
* Did well in early part of the year, but not meeting numbers in last 2 months
* Care coordination numbers in June: 202 clients referred, 180 contacted, 60 scheduled appointments, 58 attended appointments
* YTD Jan-Jun, 1729 clients referred (50% of target), 1557 (60% of target), 1313 (56% of target), 1284 (73% of target)
* PM160 forms have been declining over the past 2 months, Rose Clifford, our case manager shared that the decline has gotten critical to where there are days when she does not have sufficient cases to assign to clients
* DTI Pilot 4 team has been brainstorming outreach strategies to inform the medical providers in the city to refer patients to Pilot 2
* Irene and Christina brainstorming other ways of doing referrals, perhaps through list generation from EHR.
* Susan is creating checkboxes for dental care coordination referral through ECW
* Christina will talk to Jess from SFHP on the idea of generating a list for referral to see if it is feasible and allowable
* Christina working with Katrina Liu at NEMS who is the pediatric team leader to present at their team meeting to share about the DTI dental care coordination and referral method
* Susan shared that there is no legality issue on sharing contact information because it is covered under case management

Kim:* Health Workers in school district are on vacation

Ben:* Could PM160 dropoff be due to fatigue of providers of paper referral form or possibility that there was a backlog for children earlier in the year that has been cleared leading to decline

Margaret:* There is probably a 9:1 ratio of Managed Care to Fee-For-Service children, we are still getting Fee-For-Service referrals, but not the Managed Care children, we are not getting the forms.

Beth:* State instructed everyone that they are not required, form is discontinued. So there was an ill-timed external policy that has impacted this

Margaret:* PM160 form no longer required except for FQHCs and Medi-Cal Fee-For-Service
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| Pilot 3 Updates | Christina: * Taskforces have received their final contracts, and the taskforces are ready to go for the focus groups.
* Christina and Mimansa will touch base with each taskforce to give them guidance
* Taskforces to conduct focus group in August
* Mimansa and Christina will walk Kristin Hoeft from UCSF who will be analyzing the focus group scripts on the focus group materials in preparation for
* Chinatown and D10 taskforces are working on their media campaign, goal was to keep messaging across taskforces consistent.
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| Pilot 4 Updates | Susan:* Will have a presentation for SFGH in late Jul or August
* Christina went to pediatric taskforce at SFHN to talk about PM160 form last Friday.
* Was at a meeting for another county’s DTI meeting. And the idea for making an appointment for both medical and dental for new patients.
* Irene shared that SAFHC had considered the idea for Pilot 5. The concern was that it might be overwhelming for call center.

Irene:* Idea was thrown out by SAFHC for Pilot 5 meeting. But concern with call center capacity.

Susan:* Might make the most sense for the co-located sites since they are

Christina:* In support of idea, the concern was mainly if the call center would be willing to take this on

Margaret:* Should consider tracking data to show that children got linked because of this specific workflow change

Susan:* Would be willing to approach the call center head and suggesting idea. From medical side, medical support staff should also support this

Margaret:* Went to Dr. Wan’s office, training was attended by 2 MEAs and office manager. Both applied fluoride varnish. Referral form was shared with the staff. Lyra went through DTI curriculum, and Margaret went through Fluoride Varnish training.

Christina:* Irene and I met with Dr. Gonzelez at Kaiser to brainstorm their patient’s participation for DTI Pilot 2
* Trying to reach out to St Luke’s to get them participate in Pilot 2 care coordination
 | Susan to approach call center and discuss possibility of offering dental appointment for new patients scheduling medical appointments |
| Pilot 5 Updates | Christina: * SAFHC has been doing warm handover since Feb. They started with 1 provider 1 day a week, that has been expanded to 5 days a week, and the warm handover will be expanded to another medical provider and MEA pair, starting in July.
* Children eligible will be walked over to the dental department after their well child visit where they will do Exam, risk assessment, cleaning and FV treatment.
* If dentists are not available, children will be appointed for another day
* Anastassia has been working on building a tableau dashboard with the data she requested from IT
* Anastassia shared that there were 85 dual users from January through May. Dr. Ong estimated that there were about 20 successful warm handovers.

Irene: * If parents are not able to do warm handover, PM160 forms 0-5 years will be sent to DPH Health Workers for dental care coordination
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| Data & UCSF Monitoring and Reporting Updates | Christina: * Anastassia is working on Pilot 5 dashboard
* Anne has created an oral health tableau folder to allow better data integration

Ben:* Will standby for more information on the IRB process

Susan:* Want to know if data collection and analysis work for potential call center project would be covered by current DTI UCSF IRB application
* Because there would be patient chart information, it is not likely that it can be on the same IRB application
 | Susan and Ben to connect offline to discuss IRB process for call center data collection  |
| Fiscal Updates | Beth: * 7 contracts in progress
* UCSF and taskforces contracts are completed and they have received their invoice templates
* SFUSD and MNHC have received funding notifications. Background approval and contract authorities have been worked out for these. They have also been assigned CDTA program manager assigned.
* AFL still does not have a contracting authorities developed yet. AFL is still a little behind.

Ben:* UCSF is figuring out who is to sign the invoice, will follow up with Beth

Beth:* Person heading project has been on leave at the state
* State DTI team is still working out processes. Reporting template is still in the works. They are hoping to get the information to LDPPs soon
* Still working on contract with Mathematica.

Susan:* Heard at State Oral Health Convening that state had some excess funds for DTI project.

Beth:* $6 million dollars come from a LDPP that dropped out of project
* State was awaiting Medicaid approval on redistribution of funds
* More information will come from state

Irene:* Have not been informed of what has been decided at the state level, if additional funds will be given out proportionately, or if LDPPs have to apply for it.
* If we need to apply for funds, we may have to reconsider if we want to apply for the funds
* One of the ways we may be able to use funds to expand on existing activities is to have SFUSD HWs care coordinate over the summer.
* Everyone should be thinking of their own project and ideas they might have about additional funds or expansions once we get news.
 | Ben will figure out who at UCSF will sign invoices and will follow up with BethChristina to send out email to the group on both the additional funding and reporting template |
| Cavity Free SF | Margaret:* 2 new staff: Shrimati Datta, Epidemiologist, and Mayra Amador, Health Educator
* Children’s Oral Health Taskforce brief is almost complete
* Working on getting data up onto the Cavity Free SF website. There will be a DTI page and a COH taskforce page
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| DTI Summer Newsletter | Group reviewed DTI Summer Newsletter and approves of newsletter | Christina to send out the newsletter second week of July. Everyone to send any edits or suggestions to Christina by Friday, 07/06.  |
| Next Meeting | Standing meeting every first Monday from 3-4pmNext meeting August 6, 3-4pm |  |