

*QUALITY ASSURANCE & MEMBERSHIP COMMITTEE*

**December 7, 2017**

**UNITED WAY OF LONG ISLAND, DEER PARK, NY**

**MINUTES**

**MEMBERS PRESENT:**

Katie Ramirez, Co-Chair  
Traci Shelton, Co-Chair  
Juli Grey-Owens  
Ramon Rivas  
Lauren Cable  
Hope Sender  
Cristina Witzke

**MEMBERS ABSENT:**

Darlene Rosch, Esq.  
Angie Partap  
Teresa Maestre  
Marci Egel  
Wendy Abt  
Anthony Santella PhD  
Kevin McHugh  
Ana Huezo  
James Hollingsworth  
Kevin McHugh

**GUESTS:**

Maria Mezzatesta  
Vanessa Carolina  
Gloria Allen

**STAFF:**

Georgette Beal  
JoAnn Henn  
Stephanie Moreau  
Myra Alston

**I. Welcome & Introduction**

At 10:05 am Ms. Shelton welcomed everyone and asked the attendees to introduce themselves. A moment of silence was requested to remember those whom we have lost and those still affected by the disease

**II. Approval of Minutes August 24, 2017**

Motion to accept the minutes as written with the correction of adding Anthony Santella PhD, Ana Huezo, and Vivian Smalls to Members Absent column was made by Ms. Ramirez and seconded by Ms. Grey-Owens  
2 abstentions 0 opposed 4approved-Motion carried.

**III. Oral Health Care Service Standards**

Before a review of the Service Standards, clarification was given in the following areas:  
Oral health education encompasses everything that should be done in between dental visits.  
Phase 1 Treatment- (Prevention, maintenance and/or elimination of oral pathology that results from dental cavities and periodontal disease), kicks in if needed, for example, root canals.

Ms. Carolina informed the committee that HRH Health Care has 5 centers: Southampton, Riverhead, Coram, Brentwood and Amityville. Dental services are available for all, not just HIV+. There are designated Genesis spots each week, 2 per provider/per location. She handles the intake and eligibility. Currently, there are 220 people enrolled in the program. Referrals are made for specialty dental services.

The committee reviewed the Oral Health Care Service Standards and the following recommendations were made:

Page 1.-Under **Care and Treatment Goals**, adding *and dental supportive staff* to the personnel providing dental services.

Page 4.-Under **Staff Qualifications**- to be written as, *All OHC staff will be trained in cultural competency, including LGBTQIA specific* and at least 1-2 HIV specific trainings annually. Under **Provider/Sub-grantee Responsibility – Requirements**: First bullet, rewritten as *Proof of HIV/AIDS Diagnosis*. Remove (at initial determination).

Page 5. **Standard** Add *Initial* to **Standard Screening/Eligibility** (heading)- wording changed to, Contact client to attempt initial screening no later than 3 business days from time of request. **Outcome measure**- remove *eligibility before screening*  
Change *eligibility* to *initial* screening under **Numerator** and **Goal/Benchmark**.  
Standard wording separated into two sections. Second section to be written as, Eligibility will be conducted at a minimum of every six months for all OHC clients receiving ongoing services.  
**Numerator**- (To be written as) Number of clients with completed eligibility.  
**Goal/Benchmark**- 90% eligibility of clients receiving OHC services will have their eligibility re-determined every six months.

Page 7. The current percentage of 75% of OHC clients will complete their Phase 1 treatment Plan within 12 months of establishing an OHC treatment plan was discussed. Ms. Carolina will consult with OHC staff to determine if that percentage should change.

#### **IV. Announcements/Public Adjournment**

**Motion** was made by Ms. Grey-Owens and seconded by Ms. Cable to adjourn the public portion of the December 7, 2017 Quality Assurance & Membership Committee meeting.

0 Abstentions

0 Opposed

All in Favor