

*QUALITY ASSURANCE & MEMBERSHIP COMMITTEE*

**August 24, 2017**

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

**MINUTES**

**MEMBERS PRESENT:**

Katie Ramirez, Co-Chair  
Traci Shelton, Co-Chair  
Juli Grey-Owens  
Marci Egel  
Kevin McHugh  
Vivian Smalls  
Ana Huezo  
Hope Sender  
Clara Crawford  
Lauren Cable

**MEMBERS ABSENT:**

Darlene Rosch, Esq.  
Angie Partap  
Teresa Maestre  
Wendy Abt  
Ramon Rivas  
Andrea Smith  
Cristina Witzke  
James Hollingsworth  
Anthony Santella PhD

**GUESTS:**

Gloria Allen  
Yvonne Mann

**STAFF:**

Georgette Beal  
Stephanie Moreau  
JoAnn Henn  
Vicki White  
Myra Alston

**I. Welcome & Introduction:**

At 10:10 am Ms. Ramirez 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 June 22,2017**

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. Grey-Owens and seconded by Ms. Shelton.

5 abstentions      0 opposed      5 approved- Motion carried.

**III. Outpatient Ambulatory Health Services Standards**

The review of the OAHS Service Standards continues where the committee ended, beginning with **page 11:**

**Health Maintenance-**

- Standard- remove (who keeps an appointment every 4 months), replace *his/her* with *their*,

To be written as- Each client shall have **their** CD4 and lymphocyte counts evaluated at least **twice during the measurement year, in accordance with the HAB/HRSA guidelines.**

- *USPHS Guidelines* to be replaced with *HRSA/HAB Guidelines* through the document.
- Standard- last cell separated into two. First cell to be written as, **Clients will be assessed for opportunistic infections (OI) at each primary care visit in accordance with HAB/HRSA Guidelines.**
- Second cell to be written as the following:
- Standard-OI prophylaxis **will be offered if clinically medicated.**
- Outcome Measure- Documentation of OI prophylaxis in client chart
- Numerator- **# given of OI prophylaxis**
- Denominator- **# of clinically medicated clients**
- Data Sources- **client files/CareWare**
- Goal/Benchmark- **100% of clinically medicated clients will be offered OI prophylaxis.**
- Denominator- **# of eligible clients**

#### Page 12:

- Outcome measure-add *and or proof of prior treatment.*
- Goal/benchmark- add *eligible* before client.
- Standard- immunizations (1. Influenza annually and 2. HPV vaccine per ACIP guidelines or IDSA guidelines) removed and included in next cell.

#### Page 13:

- Standard-replace *infections* with *diseases* to be written as **sexually transmitted infections.**
- Goal/Benchmark-replace *infections* with *diseases* to be written as **sexually transmitted infections.**

#### Page 14: Standard:

- Replace *offer* with *deliver*
- Standard- Third cell to be rewritten as, Providers shall offer or refer clients **according to health maintenance screenings for transgender** (e.g mammograms, PAP tests, prostate exams, hormone replacement therapy, gender affirming surgery) **specific to their individual needs.**
- Denominator- replace *assessing* with *receiving*.
- Goal/Benchmark- replace *that* with *who*, add *are being offered*.

#### Page 15:

- Removal of top row regarding education of clients on ART and side effects
- Numerator- to be rewritten as ...ART monitored in accordance with **HAB/HRSA Guidelines**, adding **inclusive of resistance testing.**
- Removal of Support, Referrals, and Coordination section.

### **Discharge/Case Closure**

- Standard- to be rewritten as, *Agency will complete a case closure summary form, including level of care previously provided, outreach efforts, reasons for case closure and referrals made.*
- Goals/Benchmarks increase to **100%** and rewritten as, **100%** of clients **who had their case closed will have a case closure form.**

A motion was made by Mr. McHugh which was seconded by Ms. Cable to approve the changes to the OAHS Service Standard. All in favor- Motion carried.

This concludes the review and updating of the Outpatient Ambulatory Health Service (OAHS) Service Standard. This document will be present at the September 13, 2017 Planning Council meeting.

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

- Ms. Ramirez announce to the committee that she is looking to fill the position of nurse practitioner for the Center for Young Adult, Adolescent and Pediatric HIV Department of Allergy & Immunology
- Nassau ETE meeting in September 6<sup>th</sup> at Northwell Health.
- Saturday, August 26th is Prayer Walk, hosted by NBLCA, meeting at Pronto at 10am.
- World AIDS Day event is Friday, December 1<sup>st</sup> at Carlyle on the Green. WAD meeting to follow QAM meeting

**Motion** was made by Mr. McHugh and seconded by Ms. Egel to adjourn the public portion of the August 24, 2017 Quality Assurance & Membership Committee meeting.

0 Abstentions

0 Opposed

All in Favor