

**Quality Utilization Advisory Group &  
Necessity of Admissions Sub-team  
May 28,1999 Meeting Notes**

Welcome and Introduction

Marsha Boggess, Facilitator of the Quality Utilization Advisory Group called the meeting to order at 10:04 am. The group introduced themselves and offered professional background information to assist with understanding each individuals' role in the group.

Members Attending

Jamie Forsythe, Bill Asbury, Ben Taylor, Roland Parsley, Carla Hall, Mary Linn Hamilton, Stella Miller

Health Care Authority Staff Attending

Parker Haddix, Louie Paterno, Greg Morris, Sallie Hunt, Cathy Chadwell

Process Agreement

Marsha Boggess provided an overview of a process agreement, which included the following:

- Start the meetings on time.
- Conduct the meetings within the timeframes established.
- Publish minutes from meetings.
- Send out agendas before the meetings.
- Adopt a team-oriented approach to the project.
  - Work toward developing common goals
  - Listen to the ideas of others
  - Provide positive and constructive feedback as appropriate
  - Share responsibilities for follow-up actions as needed
  - Adopt a strategy of collaboration versus advocacy
  - Keep cynicism in check
  - Be patient with the process
  - confirm target areas - comparisons
- Target Areas - Need to Identify Codes For:
  - End of life
  - Respiratory disease
  - Depression
  - CV
  - Diabetes
  - Backs - surgical
- Data Sources
  - HCA - admissions by code
  - WVMI - Medicare and Medicaid (necessity and outcomes)

- Private Providers (Insurance)
- Hospitals
- External data sources from other states (other models)
- Federal data - ie. NIOSH
- Maryland indicators
- ACHPAR (outcome data)
- HCA survey
- Readmit data (under Freedom of Information Act) HCA
- Positives/Benefits of Meeting
  - Information
  - Defined common areas of concern and potential resolution
  - Identified objectives
  - Plan is actionable
  - Lunch was good
  - People here with experience
  - Like having a facilitator
- Concerns/Room for Improvement
  - Need a practicing physician, specialist, and hospital administrator
  - Hospital utilization resource needed
  - How will we proceed - resources?
  - Maintain consumer focus
- Next Steps
  - Prepare and distribute notes from today to the NOA group: Cathy Chadwell
  - Presentation to Quality Utilization Advisory Group, July 1999 Meeting: Jamie Forsythe