

**Name of Committee: Quality Improvement Committee**

<b>Co-Chair(s):</b>	Wes Sowers	Meg Park			
<b>Note Taker:</b>	Marilyn Micknowski				
<b>Attendees:</b>	Steven Christian-Michaels	Wendy Drapcho	Wes Sowers	Harold Hartger	Meg Park
	Victoria Livingstone	Gary Suehr	Marilyn Micknowski	Bridget McNamee	

**WELCOME/INTRODUCTIONS:** We welcomed Gary Suehr to our ever-growing QIC family. Gary is very active in the consumer movement. We are pleased he has come to join us.

**ANNOUNCEMENTS:** Hot of the presses! Steven brought the brand new assessment and planning manual for new Service Coordinators titled "Document Guidelines for Service Coordinators". It is a very well put together instructional tool for the new Service Coordinators coming into the mental health and D/A field. Well done, everyone who worked so hard on getting this manual together.

**DISCUSSION ITEMS**

**Agenda Item:** Steven's Service Plan Structure Document

**Committee Spokes Person:** All members

**Committee Goal Being Addressed:** Structure of document layout (format or presentation changes).

**Discussion:** Try to not have to change codes. Person using service should be comfortable with the document. List vertically instead of horizontally. How would we keep track of the revisions in the Service Plan? It was discussed that there needs to be a computer program produced which will incorporate all the services together so updates on individuals can be seamlessly coordinated quickly and efficiently so there is less paperwork to take time away from the treatment.

Action Item	Person Responsible	Target Date
Begin drafting a guideline to using the plan	All Committee members	Next 2 QI mtgs.

**Agenda Item:** Life Vision Statements (to be included in Service Plan)

**Committee Spokes Person:** All members

**Committee Goal Being Addressed:** Each individual's focus of change pertaining to their Life Vision Statement.

**Discussion:** Meg handed out a paper containing an example of a power or vision statement ala Pat Deegan. The power statement was taken directly from Pat Deegan's. The life vision was Meg's interpretation of her personal recovery experience and many discussions with consumers about what they considered when making out a plan of action for themselves with a representative from their provider.

Harold submitted his idea of a life vision statement, keeping in mind that all life visions should be considered "future-oriented" so the individual can have a positive outlook.

Wes added that our role is to help them articulate their "future" life vision if they are "stuck" living day to day and may have no ultimate plan for themselves. We should also consider how we will develop an instructional or training guide for representatives from an individual's provider to properly use the Service Plan Structure and how much coaching should be used during the process of filling out this document. Areas of living were also discussed; domains were more clearly outlined. Functioning; capacity and ability; role recovery/attainment (how a person functions in their present situation). Stress and Supports = internal "stressors" (income needs, available resources, etc.).

Action Item	Person Responsible	Target Date
Come to a concise final decision	All Committee members	Next mtg.

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**Agenda Item:** SPA updates

**Committee Spokes Person:** Steven Christian-Michaels

**Committee Goal Being Addressed:**

**Discussion:** KIDS: The new child-serving system for children to begin with. It is not expected to be put into place for at least 3 years but it is in the works. New service planning codes are on hold. Research monies are still being looked for primarily through foundations. Training for new S.C.s are ½ way thru training 400 staff people. The mentor training program is still contingent on rate increases for service coordination.

Action Item	Person Responsible	Target Date
Continued updates	Steven	Ongoing

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**NEXT MEETING**

**Date:** Friday, January 9, 2009

**Location:** One Chatham Centre, 3<sup>rd</sup> floor, room 305

**Time:** 12:00 Noon

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