

Supports Intensity Scale (SIS) Steering Committee Minutes, June 15, 2016

Participants:

Region 1-Sally Olson (phone); Region 2-Mary Dumas (phone); Region 3-Paul Duff; Region 4-Chase Grounds; Region 5-Todd Lewicki; Region 6-Jason Newberry; Region 7-Jim Kelly; Region 8-Rachel Densmore (phone); Region 10-Jim Johnson; Oakland County-David Taylor; DDI-Angela Martin; Heather Hawkins (MORC-SNAC) and MDHHS-Belinda Hawks and Amy Peckinpaugh

Absent: Region 9-Lori Baumgart (phone); MORC-SNAC-Jennifer Bohne

Meeting Minutes and Action Items:

- Reviewed minutes from April 13, 2016. No changes were requested.
- Reviewed current number of SIS Assessors and Quality Leads for the state.
- Reviewed the upcoming SIS trainings for the field:
 - **SIS Assessor all-day training (two dates offered with similar content)**
 - June 16, 2016 – Lower Michigan (Kalamazoo)**
 - June 29, 2016 – Upper Michigan (Gaylord)**
 - **July 12, 2016 – Quality Leads Seminar, all day for 8 Quality Leads in Lansing**
 - **August 4, 2016 – Advanced Training for all MI SIS Assessors, all-day CEI CMHA**
 - **Enhancing The Person Centered Planning Process Online Training Program for Support Coordinators and Case Managers (3 dates offered with same content)**
 - July 18, 2016 – 2:00-3:30 pm**
 - July 20, 2016 – 1:00-2:30 pm**
 - July 22, 2016 – 10:00-11:30 am**
- Discussed CEU credits for the June training sessions above. The two June sessions are approved for seven CE's. MORC/SNAC is currently working with AAIDD to explore CE credits for the July and August trainings above.
- Mary Dumas discussed the need for ongoing training for case managers and support coordinators due to constant turnover with staff in the field.
- Discussed the SIS Webinars available on the MDHHS website for review for case managers and support coordinators:
 - Webinar #1: SIS Overview
 - Webinar #2: Introducing SIS and Family Friendly Report
 - Webinar #3: SIS and the Planning Process
 - Webinar #4: SIS Overview and Question-and-Answer Session
- Discussed the process for a person to become a Quality Lead. Group discussed that qualification alone should not be an indicator. Group discussed adding parameters to SIS assessors moving to the next level. Group discussed the importance of a Quality Lead continuing to do assessments, ideally at least 10 per month.
- Group discussed the need for ongoing training. Plan is for the above trainings to be provided and the SIS Steering Committee to further discuss the training needs of the field at the SIS Steering Committee meeting in August 2016. **Group discussed in the current trainings to add information for support coordinators and case managers regarding individuals refusing SIS assessments and information regarding COFR and moving the SIS from one region to another.**
- Heather Hawkins discussed an upcoming **PIHP/CMH-funded, SIS Train-the-Interviewer Cohort** training for NEW trainees Phase I classroom training 8/15 - 8/18/16 at MORC in Auburn Hills. Three regions have expressed an interest in sending candidates. Group discussed the use of SIS data. Group reviewed using the SIS with the Person Centered Plan. Group discussed receiving the letters that were provided to the field in 2015 regarding the use of SIS. (See attached letters).

- Group reviewed providing additional information regarding what the SIS is and what the SIS is not. Angela Martin indicated other states have provided this information (Tennessee and North Carolina). Angela will share this information with the group to consider adopting for Michigan.
- Paul Duff discussed that both Dr. Lubbers and Josh Hagedorn are willing to further discuss issues related to how they are using SIS data. Will explore inviting to the next SIS meeting.
- Group reviewed reconciliation of consumers having a SIS in the MDHHS system. Group agreed upon a review provided in September 2016 to compare what is in the system for each PIHP/CMHSP so the regions and community mental health service programs can review this data with their records.
- Todd Lewicki will share via email the refusal tracking process with the steering committee members (information provided on June 17, 2016).
- Group discussed incomplete SIS assessments do not make it all the way through the system.
- **Group reviewed the migration from SIS Classic to SIS A planned for Fall 2016. This migration of data is cost neutral. The August 4 training (details above) will provide information to the SIS Assessors and Quality Leads regarding the new assessment, called SIS A.**
- Group reviewed the SIS assessment for individuals with I/DD and MI and complication regarding how it is coded in the system. Group discussed BH-TED may not let you designate I/DD or MI. QI data originally let you designate. Mary Dumas indicated her region is seeking clarification regarding coding. Mary Dumas will share what she learns with the group.
- Amy Peckinpaugh followed up with Kathy Haines (BHDDA Manager Performance Measurement and Evaluation) for clarity regarding BH-TEDS after the June 15, SIS Steering Committee meeting and received the following information:
 - BH-TEDS has the same questions as the QI data. BH-TEDS allow for designation for I/DD and MI.
 - In September 2016, MDHHS-BHDDA will pull information from June 2014 - June 2016 showing how many individuals in each region are requiring a SIS and how many in each region had a SIS completed. Will explore looking at this per CMHSP in addition to regionally.
 - **Kathy Haines will attend the next SIS Steering Committee, August 17, 1:15 - 1:30 p.m., to discuss SIS and BH-TEDS and answer questions from the SIS Steering Committee Members.**
- Group discussed OBRA and SIS assessments. The group confirmed if the individual is open to other support services, then yes they need a SIS assessment.
- Group discussed COFR cases and the complexity of tracking the SIS assessment. Group reviewed the request for the SIS assessment needs to be made from one region to another.
- Group reviewed SIS Peer Mentoring. MDHHS is working with AAIDD to develop training and support for SIS Peer Mentors. Amy Peckinpaugh will follow up with David Taylor to further develop this plan for Michigan.
- Group was reminded to continue to share information from the SIS Steering Committee with stakeholders in their regions.

Issues and Concerns from Advocates:

- Develop peer mentoring for SIS.
- Provide additional discussion on advancement from a SIS Assessor to a Quality Lead role.

Next Steps:

- Discuss data
- Review BH-TEDS
- Succession planning and training for the field
- Next meeting is August 17, 1-3 p.m., in Lansing