2019 MIHP Coordinator Training





MIHP Team

Dan Thompson

Acting Manager, Perinatal & Infant Health Section

Manager, Maternal Infant Health Unit

- Ingrid Davis, Public Health Consultant
- Joni Detwiler, Public Health Consultant
- Chelsea Low, Public Health Consultant
- Cherie Ross, Public Health Consultant
- Connie Frantz, Department Analyst

- Suzette Burkitt-Wesolek, QI Specialist
- Maria Garcia, Technician
- Deb Marciniak, Quality Assurance Specialist
- Christy Livingston, Unit Secretary

MIHP Reviewers

- Dena Austin
- Pat Fralick
- Sharifa Harvey
- Deanna Kelly

- Kathy Schoenberger
- Sherry Zietz
- Jennifer Murray

MDHHS Organizational Chart

Robert Gordon

Director, MDHHS

Kathryn Macomber

Acting Population Health Director

Dr. Joneigh Khaldun

Senior Chief Deputy Director

Lynette Biery

Director, Bureau of Family Health Services

Dawn Shanafelt

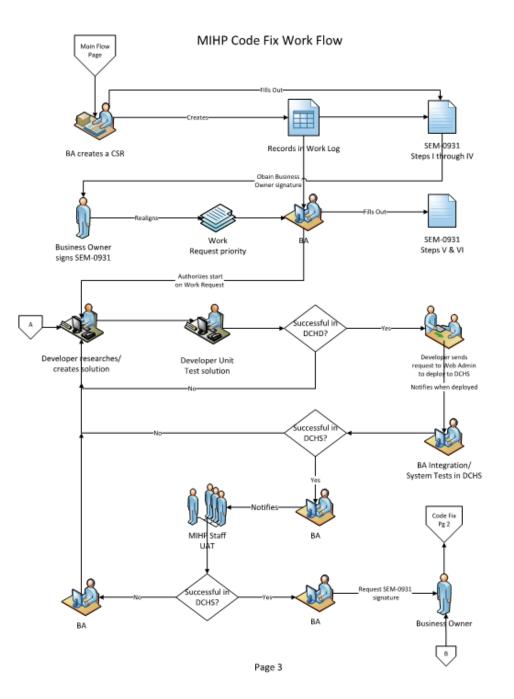
Director, Maternal & Infant Health Division

MIHP Application Revision Process

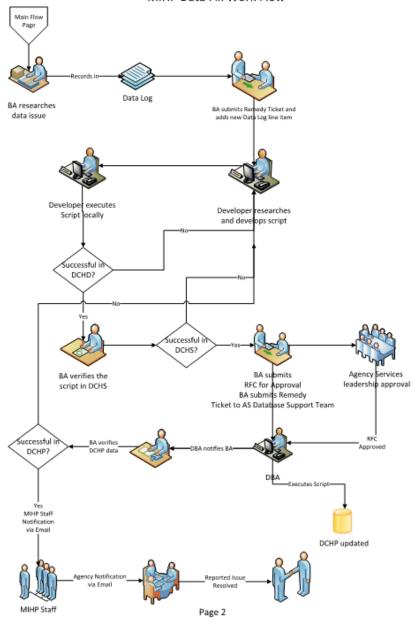
Strategic Integration Administration

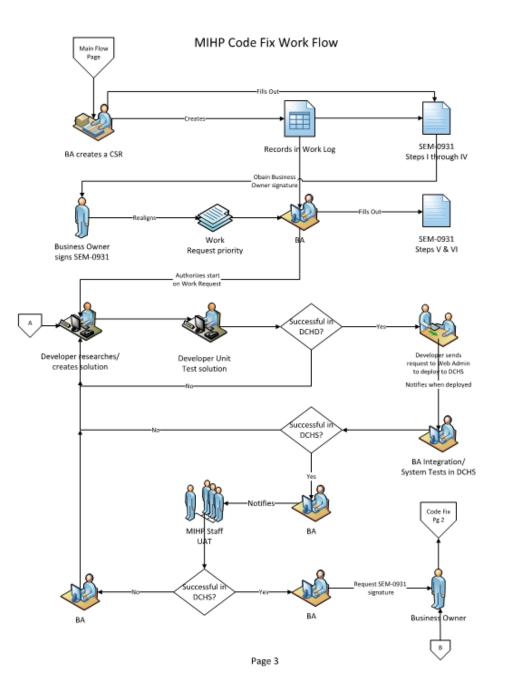
(formerly Business Integration Center)

The Strategic Integration Administration is the entry point where business and technology meet to coordinate and align projects across MDHHS.



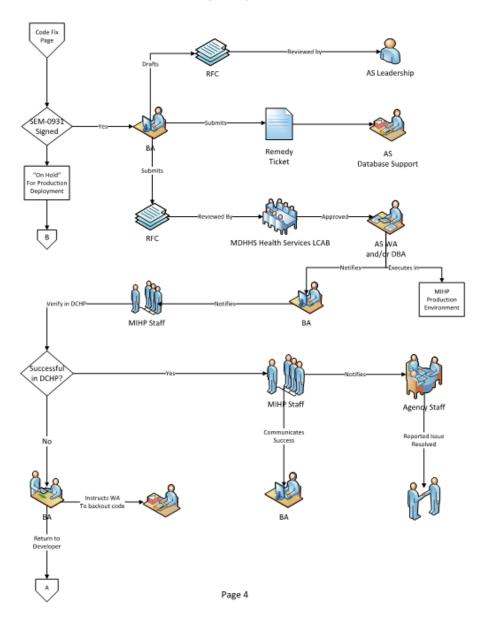
MIHP Data Fix Work Flow





MIHP Code Fix Work Flow

(Continued)



Systems Engineering Methodology (SEM) Overview Stages SEM Initiation & Requirements Functional System Implementation Testina Construction Definition Planning Design Design Maintenance Plan SEM-0301 Transition Plan SEM-0701 Software Configuration Management Plan SEM-0302 Requirements Traceability Matrix SEM-0401 Templates Processes Requirements Specification SEM-0402 Conversion Plan SEM-0601 Functional Design Test Type Approach & Report SEM-0603 (multiple) Doc. SEM-0501 System Design Installation Plan SEM-0702 Use Cases Doc. Document SEM-0604 Training Plan SEM-0703 SEM-0502 (multiple) SEM and Test Case SEM-0606 (multiple) Structured Walkthroughs Required for each Project Deliverable SEM-0187 ignoffs Required for each Stage via the Stage Exit Process SEM-0189 System Security Plan (SSP) **User Centered Design ** Procurement Documents *EA Solution Assessment Alternative Analysis Workshop, EA Solution Assessment Approval **IS Service Request DTMB-0184, Hosting Solution Touch Points User Experience/Quality Assurance Shared Service - Contact usability @michigan.gov for further information and assistance Look and Feel/ADA Review - www.michigan.gov/standards Project Charter (PMM-0101) Project Management Plan (PMM-0102) Project Lessons Learned (PMM-0103) Project Closure Report (PMM-0104) *Project Change Request *Project Is sue Log *Project Status Report **Business Function/Service/System/Application Critical Request (DTMB-0208) Project Charter (PMM-0101)) Maintenance Plan (final) Functional Design Software Configuration Test Plan (final) Requirements Requirements · Project Management Plan Transition Plan (final) Document Management Plan (final) Transition Plan (initial) Traceability Matrix Specification (Initial) (PMM-0102) Conversion Plan (final) Requirements Conversion Plan (initial) Installation Plan (initial) (final) Requirements Traceability System Security Plan (SSP) Specification (final) Exit Test Plan (initial) Training Plan (initial) Training Plan (final) . System Security Plan (SSP) (Initial) Matrix (initial) Hosting Solution Test Type Approach & Test Type Approach & Installation Plan (final) EA Solution Assessment Business Function/Service/ Business Function/Service/System/ Document Reports (in itial) Reports Test Type Approach & Infrastructure Service System/Application Critical Application Critical Request Structured Walkthroughs System Design Test Case s Reports (final) Request (ISR) Stage for the above documents Maintenance Plan (initial) Structured Test Cases (final) Document Structured Walkthroughs Project Closure Report (PMM- Software Configuration Test Cases (initial) Walkthroughs for the Structured for the above documents Management Plan (initial) Structured Walkthroughs above documents Walkthroughs for the Structured Walkthroughs for the

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Structured Walkthroughs for the

above documents

MIHP Application Revision Process, cont'd

- Maternal Discharge Summary
- Infant Discharge Summary
- Maternal Risk Identifier
- Infant Risk Identifier

Form and Document Process

January 1 – Revisions or Updates*

June 1 – Revisions or Updates*

*Unless critical information arises

Significant Form/Process Upgrades: 2018-2019

- Universal MIHP Support and Consultation
- Personnel Roster
- Plans of Care
- Professional Visit Progress notes (PVPNs)
- MIHP Operations Guide

Significant Form/Process Upgrades: 2018-2019, cont'd

- Triple Lock Requirement
- Childbirth Education and Parenting Education Companion Guide
- Field Confidentiality Guidelines
- ASQ Companion Guide

Certification Updates



Pre-Review Documents

- Before emailing pre-review documents, make sure everything matches the MIHP Cycle 7 Required Pre-Review Documents
- Email in advance of the 14-day time requirement
- Have 1-2 staff members double check that correct documents are included in the email
- Send entire LARA verification including actions

Certification Information

- Updated Certification tool for Cycle 7 includes mostly reference changes and language to match the Operation Guide, or language clarifications.
- MIHP Companion Guides are referenced throughout the updated Certification tool.

Indicator # 6 – Roster

 MDHHS records indicate that provider submitted updated rosters to MDHHS within 10 business days of becoming a new MIHP provider or when a staffing change has occurred.

Indicator #7 – Trainings

- Infant Safe Sleep for Professionals Working with Families (formerly Infant Safe Sleep for Health Care Providers)
- Infant Safe Sleep: Helping Families Practice Safe Sleep Training (as of 3.1.19)

Indicator #9 – Professional Documentation Clarification

- All MIHP staff conducting professional visits meet all MIHP professional requirements as outlined in the Medicaid Provider Manual per:
 - Review of license, registration and/or certification;
 - LARA verification of the status of license, registration, and/or certification;
 - Resumes reflecting experience for <u>staff hired after the last review</u>.

Indicator #12 – PHI Updated Protocol

(Updated protocol will be required immediately but not cited until 6-1-19)

▶ A triple-locking system (three locked mechanisms between records and people who have not signed the staff confidentiality agreement) is used in office to secure MIHP records.

Indicator #12 – PHI Updated Protocol, cont'd

▶ Transporting of hard copy and electronic beneficiary records meet requirements documented in the PHI Companion Guide and include:

- Records with PHI are never left in a vehicle unattended, unless secured in a locking container within the locked vehicle.
- Records with PHI are secured in a locking container, in the trunk or an inconspicuous location of a locked vehicle.

- Requirement is to return records to the agency's main office by close of business on the day of travel.
 - When not practical or possible to return records to the agency office, records are maintained securely in a locking container in a hotel room or a personal residence with locked exterior doors and windows until they can be safely returned to the agency.

- A triple-locking system is used in staff homes to assure there is no inadvertent access to PHI by unauthorized persons.
- All staff must have a current copy of field guidelines immediately but not cited until 6-1-19

Indicator #34 – Monthly MHP Communication Updated Protocol

(Updated protocol will be required immediately but not cited until 6-1-19)

▶ Protocol describes:

- Procedure for informing MHPs when:
 - Their members enroll in MIHP
 - Outcome of every referral received by the MHP
 - Implementation of a physician order
 - MIHP team exception approval

Indicator #34 – Monthly MHP Communication Updated Protocol, cont'd

- The frequency of notice and the form to be used.
- How information is confidentially shared with the MHP.

Indicator #43 – Plan of Care 1 Updated Protocol

(Updated protocols will be required immediately but not cited until 6-1-19)

- ▶ Protocol describes:
 - The requirement to discuss lead exposure prevention in pregnancy and provide the CDC fact sheet to beneficiary.

MIHP - Existing Agency - Certification Process

To receive a certification review, an agency must have had 40 open/closed cases that were active in the previous 12 months. If it appears that the agency may not meet the threshold of 40 cases by the time of the review, the agency should contact the MIHP Reviewer.

Agency's Last Certification Status was Agency's Last Certification Status was **Conditional Certification Full Certification** Conditional **Full Certification** Decertification **Full Certification** Certification Decertification 18 months 18 months 9 months Receives 18 or more Receives 6 or fewer

Receives 2nd Conditional Certification Receives 18 or more *Not Met* citations

Receives 6 or fewer Not Met citations with 2 or fewer Not Met Critical Indicators

Not Met citations

Receives 7 to 17 Not Met citations 3 or more Not Met Critical Indicators

Not Met citations with 2 or fewer Not Met Critical Indicators

Extended Full Certification 36 months

Receives 3 or fewer Not Met citations with Zero Not Met Critical Indicators

MIHP - Existing Agency - Certification Process

To receive a certification review, an agency must have had 40 open/closed cases that were active in the previous 12 months.

If it appears that the agency may not meet the threshold of 40 cases by the time of the review, the agency should contact the MIHP Reviewer.

Agency's Last Certification Status was Conditional Certification

Decertification

Receives 2nd Conditional Certification or Receives 18 or more *Not Met* citations

Full Certification 18 months

Receives 6 or fewer *Not Met* citations with 2 or fewer *Not Met* Critical Indicators

Agency's Last Certification Status was Full Certification

Decertification

Receives 18 or more Not Met citations

Conditional Certification 9 months

Receives 7 to 17
Not Met citations
or
3 or more Not Met
Critical Indicators

Full Certification 18 months

Receives 6 or fewer
Not Met citations
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2 or fewer Not Met
Critical Indicators

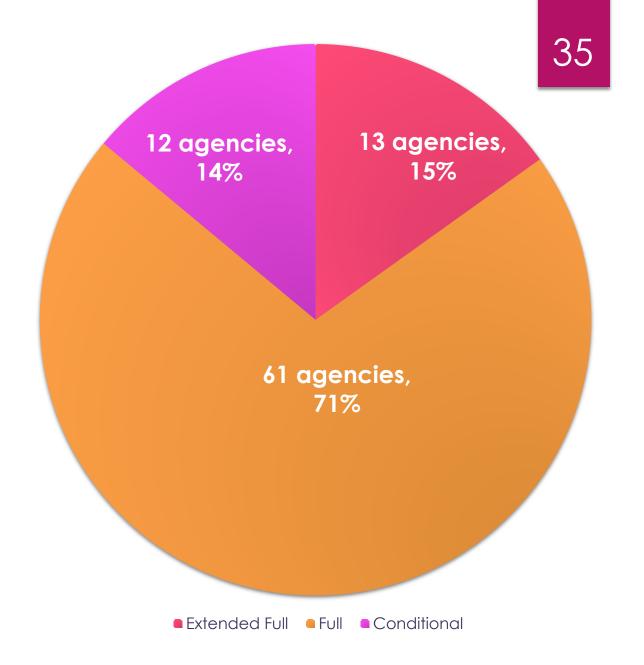
Extended Full Certification 36 months

Receives 3 or fewer
Not Met citations
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Zero Not Met
Critical Indicators

Aggregate Certification Results

13	
61	
12	
5	
7	
4	
2	





Cycle 8

- Revision Process May 2019 until August 2019
- Final shared with MIHP agencies September 3, 2019
- Implementation Date January 1, 2020



MIHP
Administration
and Program
Enhancements



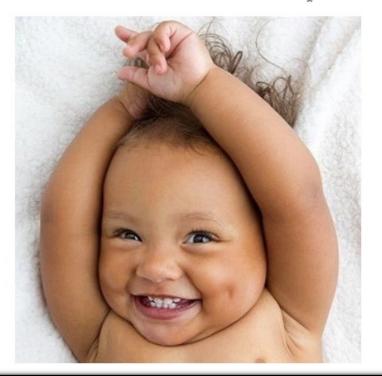
Website Upgrades

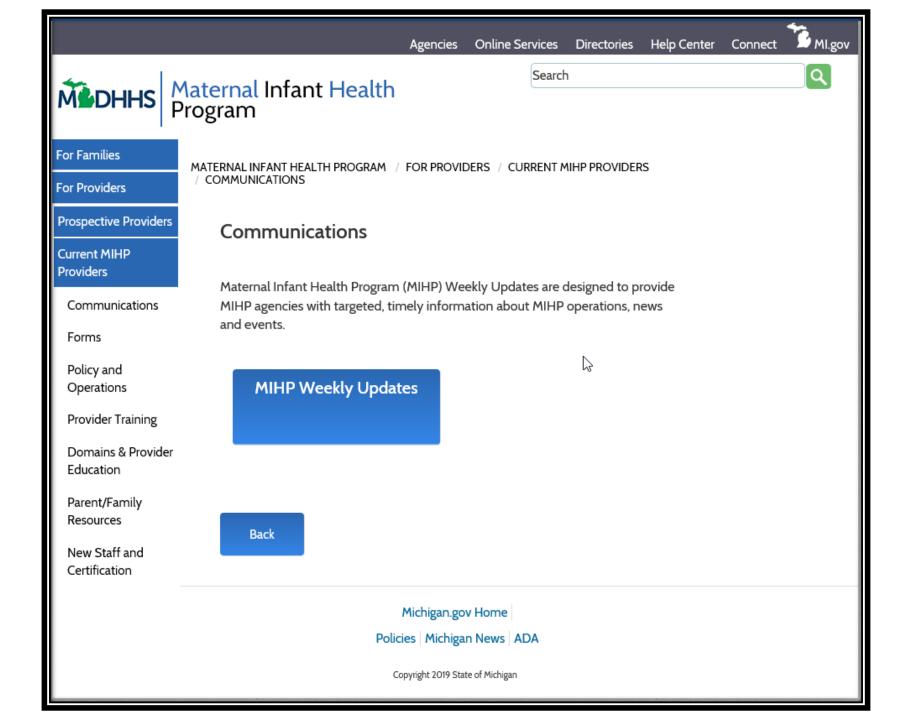
- Ease of navigation
- Archiving material
- Separate sections for families and providers
- Coordination with MDHHS Home Visiting Initiative

	Agencies	Online Service	s Directories	Help Center	Connect	MI.gov
Maternal Infant Health Program	Search					Q
For Families For Providers	MIHP Agency Directory					

Welcome to the Maternal Infant Health Program

Michigan's largest, evidence-based home visitation program for Medicaid eligible pregnant moms and infants





Q

Search

For Families

For Providers

Prospective Providers

Current MIHP Providers

Communications

Forms

Policy and Operations

Provider Training

Domains & Provider Education

Parent/Family Resources

New Staff and Certification

MATERNAL INFANT HEALTH PROGRAM / FOR PROVIDERS / CURRENT MIHP PROVIDERS

MIHP Weekly Updates 2019 MIHP Weekly Updates

April 2019

April 26, 2019

INSIDE THIS ISSUE

- · Field Confidentiality Guidelines
- · Triple Lock Requirement
- · MIHP Coordinator Directory
- · Michigan Licensing and Regulatory Affairs Verification of Licensure
- · Infant Risk Identifier (IRI) Update

Operations Guide Clarification: When a Beneficiary Refuses Enrollment

April 19, 2019

INSIDE THIS ISSUE

- · Pre-Review documents
- · May 2019 Coordinator Meetings
- · Infant Product in the News
- · Infant Safe Sleep Training Opportunity
- · Measles Outbreak Continues

April 12, 2019

INSIDE THIS ISSUE

- Dental Visits During Pregnancy
- · CDC Traveler's Health Update
- · March for Babies Walks
- May 2019 Coordinator Meetings
- · Measles Outbreak Continues
- · National Minority Health Month--Social Media Graphic

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MIHP Administration and Program Enhancements, cont'd

- Structured partnerships with other MDHHS programs:
 - Cardiovascular Health/Diabetes Care
 - Tobacco
 - Safe Sleep
 - Breastfeeding
 - HIV
 - Additional partnerships to follow

MIHP Administration and Program Enhancements, cont'd

- Marketing Materials
- Education Packets
- Training modules

MIHP Training
Module
Enhancements

National Family Support Competency Framework for Family Support **Professionals**

The Competency Framework

- ▶ Domain 1: Infant and Early Childhood Development
- ▶ Domain 2: Child Health, Safety, and Nutrition
- ▶ Domain 3: Parent-Child Interactions
- ▶ Domain 4: Dynamics of Family Relationships
- Domain 5: Family Health, Safety, and Nutrition

The Competency Framework

- ▶ Domain 6: Community Resources and Support
- ▶ Domain 7: Relationship-Based Family Partnerships
- ▶ Domain 8: Cultural and Linguistic Responsiveness
- ▶ Domain 9: Effective Home Visits
- ▶ Domain 10: Professional Practice

Additional Training Enhancements



ACHIEVE OnDemand

- Self-paced courses covering trauma-informed practice, infant mental health, domestic violence, substance abuse, foundational practices
- Opportunity extended to MIHP providers from the Michigan Home Visiting Initiative

ACHIEVE OnDemand Available Courses:

- Basic Home Visiting
- ► ASQ-3
- Domestic Violence
- Family Engagement
- Infant Mental Health

- Pregnancy
- Supervising Home Visitors
- Substance Abuse
- ▶ Trauma for Supervisors
- Trauma Informed Home Visiting

https://theounce.csod.com/default.aspx?c=aod_mi_custom

Michigan Home Visiting Initiative

Vision:

An Integrated home visiting system that provides Michigan's families with the right model, at the right time, in the right place.

Michigan Home Visiting Initiative

The details...

- Representatives from all home visiting programs in Michigan
- Goal is integration of HV programs and processes
 - ▶ Referral
 - ▶ Billing/Reimbursement
 - ▶ Dual enrollment coordination
- Currently meeting quarterly

Additional Information and Resources

- Research projects
 - SE Michigan Survey (UM & MSU)
 - Strong Beginnings
 - Other Surveys
- Perinatal Mood and Anxiety Disorder (PMAD) Awareness Month
- EHDI lost to follow up initiative

Additional Information and Resources, cont'd

- Maternal Infant Health and Equity Collaborative (MIHEC)
 - Quarterly meetings:
 - May 30th, 2019
 Detroit, MI
 - August 15th, 2019
 Saginaw, MI
 - November 14th, 2019
 Ann Arbor, MI

Additional Information and Resources, cont'd

Available resources:

- MI-AIMH
- Lead-free Michigan
- PMAD Books
- Infant Safe Sleep Materials
- Text4Baby Cards