



**Maternal Infant and Child Health (MICH)
Provider Committee Meeting
Tuesday, June 4, 2013
9:30 AM – 12:30 PM**

MINUTES

Present Healthy Start Providers:

Avanti Support & Services: Vivian Owen
Borinquen Medical Centers of Miami-Dade: Claudia Polastri
BrainHeart Guidance: Katja von Elbe (via phone)
Children's Home Society: Ana Aristizabal
Community Health of South Florida: Michelle Robinson
Florida Department of Health in Miami-Dade County Healthy Start Data Management Office: Rachelle Theodore, Nelly Hansen-Vick
Institute for Child & Family Health: Dr. Maite Schenker, Tania Ramirez
Jessie Trice Community Health Center: Ruth Duval
Miami Beach Community Health Center: Beatriz Cruz
Miami-Dade Family Learning Partnership: Debbie Adolf, Gayane Stepanian
North Dade Health Center: Carrie Manigat, Dayma Lopez
Our Olive Branch: Amy Olen
The Village South: Dr. Anslie Stark, Heather Baker
University of Miami Department of Pediatrics Neonatology Department: Dr. Shahnaz Duara, Margie Aragon
University of Miami Starting Early Starting Smart: Dr. Connie Morrow, Ly Collins
Wellness for Life: Elaine Roach

Present Healthy Start Coalition of Miami-Dade Staff: Ariel Morel, Camille Eisenmann, Eliana Casadesus, Manuel Fermin, Melvin Hernandez, and Natalia Coletti

Absent: Great Guidance

I. Healthy Start Coalition of Miami-Dade (HSCMD) Update **Manuel Fermin, CEO**

A. Welcome and introductions

The meeting started at 9:35am. Attendees introduced themselves. Minutes from the last meeting held on March 19, 2013 were reviewed. Item I.B. is amended to read "If that is not possible before the end of the fiscal year, the contracts will be extended as is and meetings will occur later." Motion passed by Heather Baker and Margie Aragon.

B. Updates (programmatic, funding, organizational)

There will be new contractual requirements for next fiscal year. For example, all staff must review Healthy Start Standards & Guidelines and submit proof. Also, candidates must complete a background screening prior to employment with the Healthy Start Program. Three Healthy Start Contracted Providers' contracts are not being renewed. The reason for this is not poor performance, but rather a reduction in funding. Other contracts will be extended for one or three months, as appropriate.

There will be changes in the Healthy Start system of care due to an increase in the volume of participants and an increase in the infant mortality rate in Miami-Dade County. In order to address the high influx of cases, there will be a three tier system whereby designated organizations will complete the initial contact and the initial assessment but other

organizations will provide ongoing care coordination and wraparound services. In order to address the increasing infant mortality rate, cases of black women and infants will be kept open for a minimum of four months to provide intensive services.

II. Education & Training Update

**Natalia Coletti,
Director of Programs**

A. Infant Maternal and Reproductive Health (IMRH) Meet-Me Conference Call:

- Tuesday, September 10, 2013 (10:00 am – 11:00 am)

B. Maternal, Infant, and Child Health (MICH) Provider Committee Meetings:

- Tuesday, July 23, 2013 (9:30 am – 12:30 pm)
- Tuesday, September 24, 2013 (9:30 am – 12:30 pm)
- Tuesday, November 26, 2013 (9:30 am – 12:30 pm)

C. Systems Information Group (SIG) Calls, followed by Health Management System (HMS) Follow up Group

- Friday, June 14, 2013 (10:00 am – 1:00 pm)
- Friday, July 12, 2013 (10:00 am – 1:00 pm)
- Friday, August 9, 2013 (10:00 am – 1:00 pm)

D. Vaccine Information Statement Update: Td/Tdap

The Centers for Disease Control and Prevention has issued new vaccine information. See attached. This should be shared with program participants.

E. Cultural Competency Training

HSCMD has offered a Cultural Competency training this fiscal year. It was held on November 15, 2012. HSCMD is working towards using the Florida Department of Health's online training database for many training needs. This will facilitate access to trainings on an ongoing basis for all contracted provider organizations.

III. The Jasmine Project

**Dr. Connie Morrow, PhD,
University of Miami, Perinatal CARE Program**

A. Federal Healthy Start Project Update

The program has served about 300 participants. Program staff attended the national conference and advocated for Healthy Start; in spite of that, there was a small (5%) reduction in funding. The program completed focus groups and breastfeeding training.

IV. Quality Improvement/Quality Assurance (QI/QA) Update

**Melvin Hernandez,
QI/QA Specialist**

A. Desk top audits

Healthy Start Contracted Providers were advised that the QI/QA team would be performing random desktop audits. Discrepancies will be addressed with the Program Managers. Desktop audits will become more formalized in the upcoming contract year.

B. Provider Follow-up Letters

Providers were reminded that UM NICU does not need a provider follow up letter mailed to them for case transfers. Healthy Start Contracted Providers were encouraged to utilize HMS as a way of documenting that the transfer had been received.

V. Operations Budget

Manuel Fermin, CEO

A. Contract updates

Contracts will be extended for a limited time, as appropriate.

VI. Provider Issues

**Margie Aragon, University of Miami NICU
Debbie Adolf, Family Learning Partnership**

A. HSCMD Board Of Directors Contracted Providers' Representatives update

The Florida Department of Health completed a desktop audit. The budget was approved. HSCMD is partnering with Babies R Us for educational materials and coupons. There is a new Director on the Board from the Early Learning Coalition. The Executive Committee completed Manuel Fermin's performance evaluation.

B. HSCMD Board of Directors Contracted Providers' Representatives elections

Margie Aragon from the University of Miami NICU and Claudia Polastri from Borinquen Medical Centers of Miami-Dade were elected as provider representatives for the fiscal year July 1, 2013 to June 30, 2014.

C. Providers' advocacy efforts

None reported.

D. Open discussion

Program Managers must submit an updated list of contact individuals for the contracts.

VII. Healthy Start Program Issues

**Ariel Morel,
Program Manager**

A. Car seat distribution

The HSCMD will be providing a limited amount of car seats for HSCMD contracted providers who have Certified Child Passenger Safety Technicians (CPSTs) in their programs. HSCMD will offer a refresher course for CPSTs. HSCMD is developing protocols to request car seats and they will be shared in the near future.

B. Coding Training certificates

All coding training certificates were given to Program Managers for those individuals who successfully completed and passed the Coding exam. Program Managers need to submit proof that Coding Training was provided to their staff if they did not attend HSCMD trainings. These are due June 30, 2013. Only eligible staff can provide coding training. Refer to contract language.

VIII. Florida Department of Health in Miami-Dade County Healthy Start Data Management Office

Rachelle Theodore, Management Review Specialist

A. List of client

Staff from NICU Healthy Start Program's Jackson South Community Hospital is not sending Case Assignment Request Log t to the Data Management Office.

B. Self referrals

The MomCare Program is sending Healthy Start Program Self-Referrals with missing information. All fields should be completed to ensure accuracy.

Next meeting will be held on Tuesday, July 23, 2013 at 9:30am, at the Healthy Start Coalition of Miami-Dade's Training Room.