

Quality Improvement Committee (QIC) Meeting Minutes
Tuesday, May 5, 2015

In Attendance:

Matt Rosen (Chair), Supervisory Quality Improvement Specialist, QMD/DDS
Winslow Woodland, Director SPCD, DDS
Thomas (Jared) Morris, Director QMD, DDS
Barbara Stachowiak, Liberty
Chaye Bini, Nurse Consultant, H&W/DDS
Alison Whyte, Program Development Specialist, SODA/DDS
Nanya Chiejine, Program Specialist, QMD/DDS
Lisa Alexander, George Washington University
Joyce Maring, George Washington University (via telephone)
Brenda Sheingold, George Washington University
Marisa Brown, Georgetown University, Center on Child and Human Development
Bryan Chase, Supervisory Investigator, QMD/DDS

Handouts from the Meeting

- ❖ Agenda
- ❖ Minutes from April 7, 2015
- ❖ Fall risk screen & supplemental materials

Review of April 7, 2015 Minutes

- ❖ A suggestion was made to elaborate the scope of the responsibilities of the QIC Fall Prevention Task Force in a way that conveys work will be done in collaboration with DDS.

Service Coordinator Audit Report

- ❖ Barbara Stachowiak presented findings and recommendations from the 2014 Service Coordination Audit Report.
- ❖ Members engaged in conversation about how findings were determined and how policies and practices need to be aligned so expectation for Service Coordinators were clear as well as staff had the needed support to complete all responsibilities.
- ❖ Winslow Woodland committed to using the report to create a remediation task list and timeline for implementation that would be reviewed with the committee in the near future.

Fall Screening Tool

- ❖ Joyce Maring presented Risk screening tool and an Environmental Checklist for the group to review and provide feedback. Due to time, the tools were emailed out to all members and were asked to respond to Joyce by May 15 with any suggestions or edits.

Next Meeting: June 2, 2015