

01/28/04 PIP Workgroup Worksheet – QA/CQI Meeting
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	Systemic Factor or Data Indicator			
Clarity needed of APT roles in downstate regions (includes DCFS/POS)		<p>Regional Administration/Monitoring and Quality Assurance Administration will be asked to explain the APT reporting and monitoring structure downstate. Information is also needed regarding the case assignment process for the downstate regions.</p> <ul style="list-style-type: none"> - APT Guidebook being developed for Independent Living Programs and Foster Care; - Existing guidebook will be presented at next meeting <p>-Define purpose, functions, methods and mission of downstate APT dues to variances among 3 existing APT groups -Similar Guidebook needed for Intact Family. -Training of POS and DCFS on guidebook</p> <p>Contact will be made with J.Candelas or Larry Chasey to assure downstate APT is represented consistently at PIP meetings</p>	<p>All Downstate Administrators will be asked to provide input.</p> <p>George Vennikham</p>	<p>DCFS Regional Administrators Erwin McEwen Michael Holmes</p> <p>George Vennikham</p>
<p>Concern that APT does not consistently monitor the safety and well being of children assigned to POS agencies.</p> <p>POS does not want a dictated tool</p>	QA/CQI	<p><i>DCFS and POS agencies will develop a “Mega” protocol that both the state and POS Agencies may utilize. Definition 1/28 Includes “what you do and how you do it.”</i></p> <p>Important to assure all components of instruments are the same</p> <p>There should be a corresponding database capable of storing and processing necessary data that can be shared with all appropriate parties. This database will be flexible will be used for a variety of reviews.</p> <p>Narrative provided of constructing protocol by entering all tools into a program such as excel which would be able to determine where duplications exists Protocols Submitted :Lakeside, Catholic Charities, APT, Title IVE</p>	<p>The protocol will include questions for individualized and focused reviews as well as the larger more comprehensive reviews to meet the needs of all parties.</p> <p>>Mega draft will be completed by Dec 2004 >Joint workgroup of POS and DCFS identified by Aug 2004 >Report groups progress quarterly, initial Jun 2005 >Review by Quality Council Mar 2005</p> <p>Refer to Phyllis Johnson report and 1/28 minutes</p> <p>A joint workgroup comprised of POS and DCFS staff will develop the tool</p>	<p>DCFS and POS staff</p> <p>Erwin Mc Ewen Michael Holmes Arthur Bishop Gailyn Thomas Velma Williams CCAI</p>
DCFS lacks a comprehensive and responsive process for monitoring and tracking follow-up on recommendations regarding	Administrative Case Review	Program Operations, APT and ACR need to collaborate to develop a mechanism for monitoring/tracking the corrective action plans resulting from receiving a chronic/critical alert.	ACR is developing a corrective action plan for both DCFS/POS agencies to utilize (draft of CAP 1/16/04)	<p>Jose Candelas, Operations.</p> <p>George</p>

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