

**Magellan of Arizona/Maricopa RBHA
 QI Committee Meeting Summary**

Meeting Name: Quality Improvement Committee
Meeting Date: 9/18/07

Key Topics	Decisions/Outcomes
Quorum, Welcome & Introductions	<p>This is the first meeting of the Maricopa Service Center of Arizona Quality Improvement Committee. The Committee reports to the Governance Board and is responsible for monitoring and oversight of the quality program.</p> <p>Quality Improvement Committee is chaired by the Chief Medical Officer and the Chief Quality Officer. Membership is composed of chairs of subcommittees, service recipients, family members, providers and community stakeholders.</p>
Committee Structure, Role and Processes	<p>The Committee reviewed description of the responsibilities, importance of being committee members, processes, measurement, and frequency of meetings, goals and objectives. QIC reviewed the structure and application process, which is in progress. The extended date to submit an application is Friday, October 5, 2007</p>
Quality Documents /Program description and Work Plan, Program Evaluation	<p>Following receipt of ADHS QI Plan for 2007-08 on 10/31/07, the Quality Department will prepare and submit to the QIC for approval the MSC QI Program Description and Work Plan. An annual evaluation will be conducted and approved by the QIC.</p>
Performance Metrics	<p>Key metrics will be reviewed by each of the committees reporting to the QIC. They will be defined by each committee based on contractual needs and quality priorities.</p>
Prioritized area of focus; establish annual priorities of the Committee	<p>Members discussed the large scope of responsibility for the Committee and the importance of identifying key priorities that would serve to guide monitoring and review of the quality program. These priorities will be established at the next meeting.</p>