MINUTES
Saratoga County Community Services Board Meeting
January 31, 2018

Present: Joseph W. Carr, James Colamaria, Amy Hughes, Katie Lewis, Ph.D., Maureen Lewsey, Daniel Morley and RJ Stutzmann. Also present: Michael S. Prezioso, Ph.D., Cari Abatemarco and Michael Noble from the Mental Health Center.

Absent: Edmond Amyot, M.D., Ranjit Bhagwat, Ph.D., Erin Christopher-Sisk, Ph.D, Lillian McCarthy, and Maria Morris-Groves.

I.   **CALL TO ORDER**
         Ms. Hughes called the meeting to order at 4:02 p.m.

II.   **ROLL CALL**
        Roll call was taken. Quorum was established.

III.   **MINUTES**
        Minutes from the 12/06/17 meeting will be available at the next meeting.

IV.   **PUBLIC TO BE HEARD**
        None present.

V.   **DIRECTOR'S REPORT/OLD BUSINESS**
        A. EHR update- Mike Noble, the MH Information Systems Analyst provided an update on the new EHR. The Ten Eleven Group from Buffalo will be replacing Avatar. The EHR will be instrumental in eliminating existing paper charts and more efficient in generating reports. Utilization review will also be facilitated. Training will consist of approximately 6 months to include data conversion. Key group users will begin training on February 1st. This is a big milestone for us. See attached handout for Ten Eleven.

        B. On-site Pharmacy Services Update – BOS approved resolutions with Genoa Pharmacy. Space, professional services, and city approvals will be the next course of action. There will be changes to the current waiting area of the clinic. Construction will be paid for by the pharmacy.

        C. The Clinic is currently down a physician. A new doctor will begin in June. Minor revisions are being considered to the contract with the hospital for hiring purposes. PROS is fully staffed. We will be hiring a Program Coordinator to oversee the adult and youth services teams.

VI. NEW BUSINESS

A. Open House planning was discussed. Volunteers would be needed to host the event and provide walk-throughs in adult and youth services, as well as PROS. Refreshments would be served. PR would be needed to information the public. Can utilize the website.

B. May is Mental Health Month Planning- It was suggested the BOS pass a resolution proclaiming May to be Mental Health Month.

C. Opioid Panel – Lt. Morley shared that Mechanicville High School will be holding a Narcan training on February 5, 2018. Family members are being given Narcan kits and additional resources to receive help for at risk patients. There are multiple levels of care and several programs available such as Healing Springs. Four Winds will begin doing pick-up orders with the Saratoga City Police.

D. Dr. Prezioso will be submitting Paul Morcone's name to the BOS for consideration to the Community Services Board. Mr. Morcone is the Prinicpal at the Stillwater Elementary School.

E. Lt. Morley also spoke about public safety. There is a concern regarding high profile people and they need to be flagged. Dr. Prezioso informed the Board of a high risk client who is being released in two weeks.

VII. NEXT MEETING
The next meeting is scheduled for February 28th at 4:00pm.

VIII. ADJOURNMENT
The meeting was adjourned at 4:50 p.m.

Respectfully submitted by: Cheryle Ellsworth

Outpatient Services

As an outpatient clinic providing mental health or substance abuse services, you understand the importance of managing visits, tracking progress, and staying in compliance with regulatory mandates. TenEleven knows how important it is that for each episode of care you have the appointment status and individual and group progress notes at your fingertips.

Outpatient Functionality

Our easy to use chart structure will facilitate all stages of your clinical treatment.

- Intake/Assessment
- Treatment Plans
- Progress Notes / Group Notes
- Discharge

Throughout your clinical process you can easily view your clients' missed visits, all progress notes, and all services provided to help guide your treatment plan.

Golden Thread

TenEleven believes in the Golden Thread concept, where basic client information is entered once and populates all forms, notes, and plans throughout the episode of care. You can use eCR's extensive form library, or develop your own forms to create that golden thread that ties your clients' information together from the moment they first walk in, until their last appointment.

Billing

With eCR the creation of a progress note is what generates the creation of a billable charge. The progress note satisfies the rules of the procedure code and the goals of the treatment plan by dynamically auto populating them for you.

Reporting & Dashboards

eCR has the reports and dashboard views Outpatient clinics need to ensure your agency is always compliant and producing successful outcomes.

- **Compliance to Business Rules Report** helps keep track of regulatory requirements around assessments, treatment plans, and treatment plan reviews
- **Appointment to Progress Note Reconciliation Report** ensures you are maximizing your revenue cycle by tying billable appointments to progress notes and reporting on any gaps
- **Outcomes Measurement Reports** show the progress of your clients according to the assessments you use (i.e. CANS MH Assessments)

eCR maintains over 200 active reports, and continues to build new reports to meet the changing needs of our customers.

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