



HFS

Illinois Department of
Healthcare and Family Services

IM+CANS Workgroup Meeting Minutes

Wednesday, June 14, 2023 | 10:00 A.M. to 11:30 A.M.
Meeting held virtually using WebEx

I. Roll Call

Ellie Feldman	JCFS
Cris Mugrage	Sinnissippi Centers
Stephanie Barisch	Center for Youth and Family Solutions
Virginia Rossi	Thresholds
Matt Stinson	University of Illinois School of Social Work
Rebecca Horwitz	Kenneth Young Center
Carlie Kasten	Community Resource Center
Kathryn Bangs	Egyptian Public Health Department
Eileen Niccolai	Thresholds

A quorum was established with 9 of 12 members present.

II. Approval of Meeting Minutes

a. April meeting minutes, no approval vote held.

III. Updates

a. PATH Training

- i. Self-Paced IM+CANS Engagement Strategy course: The course is live, registration opened in May, and 50 participants have signed up for the course so far.
- ii. Instructor-led Motivational Interviewing Companion course: Established the training of trainers in July and will launch in early August.
- iii. The link to the treatment planning course has been updated.

b. IM+CANS Portal

- i. HFS to check with our tech team to get a final list of approved updates and an implementation timeline.
- ii. Once the approved tool is in circulation and effective for providers, HFS will send a provider notice of the updates, give implementation time to allow providers to update their EHRs, allow HFS time to update the portal, and allow time for HFS to put out new batch

- upload documentation. (How long to get to EHR developers? HFS proposed six months).
 - iii. HFS will talk to the HFS web developer team to see what the timeline would be.
 - iv. Glitch updates: pending.
 - c. Assessment Tool
 - i. Substance abuse module, treatment plan modules (HFS is creating a template), and the DCFS addendum is pending. Q: Should the language on the signature page be changed to only the treatment plan to require guardian approval and from the treatment plan date, forward? (Pending).
 - ii. Reference Guide/ Tool Updates: Pending. The plan will be to update them, review them with the team, and then post them for providers to use.
 - d. Confidentiality Policy
 - i. No updates on the confidentiality policy on the signature section within the IM+CANS.
 - e. Portal Consent Form
 - i. HFS met with the Privacy Officer, language has been streamlined, and are in the process of making the final edits, the updated form should be completed soon.

IV. Discussion

- a. AST/ACT Rule Change
 - i. No specific timeline to open 140 to incorporate edits.
- b. Accreditation
 - i. Agencies to send HFS a list of supplements, and HFS to identify overlapping accrediting requirements that can be added to a supplemental form for agencies to use in the future.
 - ii. Until a supplemental form can be completed, and due to the numerous accrediting bodies, HFS recommends that each agency add their own supplements to match their own accrediting needs.
- c. Billable Time
 - i. Additional clarification is needed to ensure appropriate billing is applied for clinician time interview vs. input of information. (CBHA has great information available).
- d. Annual Certification
 - i. Annual IM+CANS Certification is a Praed requirement and cannot be adjusted by HFS.
- e. Time Consuming Portal Entry Issues

- i. HFS is taking feedback and working through those topics like batch uploads and manual entry. The lists of previous meetings and previous issues that have been brought up and addressed are located at:

<https://hfs.illinois.gov/medicalproviders/behavioral/communitymentalhealthcenter/imcansworkgroupinformation.html>

- ii. Also, any issues or suggestions can be directed to HFS.IATP@illinois.gov
 - iii. HFS plans to put out some guidance until we can get the updated form in the portal.
- f. Auditing IM+CANS
 - i. HFS is **NOT** doing post-payment reviews. HFS suggests performing a document review and asking for provider feedback, as a means to collaborate, provide technical assistance to make sure everyone is on the same page, and provide feedback to assist and ease uncertainty on what needs to be met for HFS requirements, and provide any changes that need to happen in the handbook? If anyone would like to volunteer for this collaboration, please reach out to HFS.
 - ii. OMI will fold this into the conversation about plans and processes as it applies to the CCSO coaching and extend it to CMHC and BHC coaching as well.

V. Public Comments

- a. Public comments were received throughout the meeting and incorporated into the minutes. No final public comments.

VI. Next Steps

- a. The next meeting will be on the same day and time and decrease the length to one hour. An updated schedule and meeting invite will be sent out.

VII. Adjournment