Illinois Department of Healthcare and Family Services
IM+CANS Workgroup
Meeting Minutes
June 15, 2022
Held virtually via WebEx

I.   **Roll Call**

Stephanie Barisch	Center for Youth and Family Solutions
Matt Stinson	University of Illinois School of Social Work
Ellie Feldmann	JCFS
Carmen Gonzalez-Djangi	Metropolitan Family Services
Cris Mugrage	Sinnisippi Centers
Chelsea Mueller	Heritage Behavioral Health
Carlie Kasten	Community Resource Center
Michelle Zambrano	Will County Health Department
Rebecca Horwitz	Kenneth Young Centers
Eileen Niccolai	Thresholds
Virginia Rossi	Thresholds

A quorum was established with 11 members present.

II.   HFS Update on Recommendations

a.   HFS did not have any updates to share.

III.   Tool Breakout Groups Updates

a.   All Breakout Groups have concluded, and the recommendations from the groups have been shared to HFS. HFS will compile the recommendations for review of the Workgroup.

b.   The Workgroup discussed how to handle voting on the recommendations. Recommendations from the Breakout Groups will be posted on the HFS Website and shared with the Workgroup.

c.   At the June 29th meeting, there will be review and discussion on the Tool Updates Recommendations.

d.   After the review and discussion, the Workgroup will vote on the recommendations as a whole.

IV.   Tool Updates Discussion

a.   DCFS Addendum

    i. The Workgroup determined it would be best to handle the DCFS Addendum as another breakout group. These recommendations will not be part of the vote on June 29ᵗʰ, but will be voted on separately in the future.

b. Caregiver Addendum

    i. The Workgroup determined it would also be best to handle the Caregiver Addendum as a breakout group. These recommendations will not be part of the vote on June 29ᵗʰ, but will be voted on separately in the future.

c. Resume at Section 17

    i. The Workgroup resumed discussion on the Tool with Section 17.

    ii. The Workgroup suggested pulling in the Service and Mode Key into an attachment in the Reference Guide rather than being on the Services/Interventions table.

        1. Additionally, the workgroup pointed out that the table needs updated as it does not align with the CBS Handbook

            a. Updated Psych Med Administration, Psych Med Monitoring, and Psych Med Training to remove 'psych' from all of them.

            b. Clarify place of service key and service mode key. The Portal and the paper form do not align, and it was agreed the paper form was preferred.

    iii. The Workgroup also suggested creating an additional table to document recommendations for non-Medicaid services, such as referrals to housing supports.

    iv. The Workgroup discussed using Goals instead of Objectives in the Services/Intervention table. Generally goals are more flexible than objectives, and will allow for more flexibility for service suggestions.

    v. For the Mode option, it was pointed out that the Handbook and Tool are not consistent and should be updated. The group suggested adding Mode into the Service Type, as having it be a separate column can be confusing with clinicians recommending services that do not exist.

        1. It was also suggested to add clearer guidance on when different modes are allowed to the Service/Mode Key

      vi.   The Workgroup discussed needing to document the Place of Service on the Services/Intervention table. The Workgroup discussed the benefits on being prescriptive to the service location, which can limit flexibility based on the clinical need.

          1.   For example, a service that normally takes place in the community, but on occasion takes place in the office due to preference/availability of the customer.

V.   Public Comments

   a.   There were no public comments.

VI.   Next Steps

   a.   The Workgroup will review and discuss the Tool Update Recommendations at the June 29th meeting.

VII.   Adjournment