

# MEETING NOTES

## Medical Home Workgroup Telemeeting – 7-10-09

Present: Angela Bailey, Bob Cook, Kathy Sanabra, Sondra Gilbert, Renne Temme, Jodi Griffin (MPHI), Brianne Dzwonek (MPHI), Sarah Wedepohl (MPHI)

Materials: MH Guide Reviewing Tool, MH Guide Draft, MHWG Agenda

Jodi presented the draft of the guide and made the following comments:

### Front page

- Got a lot of feedback from workgroup on title. Final title was decided based on feedback from workgroup and MPHI staff

### Table of Contents

- Added more color use with corresponding colors for organization

### Acknowledgements page

- This has not changed

### Introduction

- Added this recently to give people an idea of what the guide is supposed to do

### Page 5

Clarifier for how to use the guide

### Page 6

Nancy's letter – gives good intro

### Page 7

Technical definition of MH and where it came from

For the sections that are more difficult, we are watching reading level

### Page 8

Expands on Table of Contents

### Section One on - Accessible Care

- Added quotes from family members

### Page 11

Questions to ask when choosing a doctor

\* We are looking at placing appropriate pictures from R4 families throughout the guide

### Section Two – Continuous Care

## MEETING NOTES

- Health Care Skills Checklist

### Section Three - Comprehensive Care

\*Bob will send Jodi link for Guardianship state-specific agencies

### Section Four - Coordinated care

- Made it it's own section and added some tips

### Section Five – Compassionate Care

### Section Six - Culturally effective care

- There is some space for photos, quotes for this section

### Section Seven - Family centered care

Page 27 is dense – made some adjustments to language. Please comment if it's not easy to read.

### Advocacy Section

We will be changing the color and adding “section 8” to it

Create a section on how to create a MH to your provider and/or agencies

- We are looking to increase those stories, if you have any stories about advocating for a MH please send them to Jodi
- The included parent letter is a good way to break the ice

### Glossary and Resource Section

- Took out a lot of our condition-specific resources, but the resources you shared with us are being put on R4 website.

### Care coordination plan template

- CCWG is working on this--it will be either linked to this section or in the guide as well

### Reviewing the Guide:

**Please review the guide and send comments to Jodi by Monday, July 20<sup>th</sup>**

If you want the publisher file so you can make changes right into the document, let Jodi know. Please use the reviewing sheet that Sarah sent out if you like.

### Draft Steps to Get the Guide Ready:

1. WG reviews the guide and gets comments to Jodi by July 20<sup>th</sup>
2. Region 4 staff review and make changes
3. Get the guide approved for next advisory board meeting (which has not yet been set)

## MEETING NOTES

4. Once approved, it will be put in an online format
5. Order flashdrives and put guide on flashdrives
6. Finalize marketing cards to market the guide and Region 4
7. Webinar plans will be made (Jodi is already working on this)
8. Set date for webinar and roll out

## NEXT MEETING

Our next meeting is on Friday, August 14th