



**Clinical Quality Management (CQM) Committee
Zoom Virtual Meeting
October 22, 2021**

Members	Agency
Brad Mester	AIDS Healthcare Foundation (AHF)
Karla Drummond	AHF
Eddy Diaz	AHF
Rhonda Wright	Borinquen Healthcare Center (BHCC)
Chris Varela	BHCC
Rosemonde Francis	BHCC
Timothy Emanzi	CAN Community Health
Hardeep Singh	CAN Community Health
Monte Brown	Care 4 U
Kerri Ann Campbell	Care 4 U
Edgar Mojica	Care Resource
Ariel Williams	Care Resource
Robert Chavez	Care Resource
Douglas Steele	Care Resource
Tabitha Hunter	Community Health of South Florida
Kirk Palmer	Empower U
Rose Marcial	Empower U

Members	Agency
Teresa Watts	Jessie Trice Community Health Center
Amariss Hess	New Hope
Theresa Smith	Office of Management and Budget-Ryan White Program (OMB-RWP)
Nelly Rodriguez	OMB-RWP
Naeem Tenant	South Florida AIDS Network (SFAN)
Laura Van Sant	SFAN
Sonya Boyne	University of Miami Comprehensive AIDS Program (UM CAP)
Karen Hilton	UM CAP
Jasmin O'Neale-Lewis	UM CAP
Behavioral Science Research (BSR) Staff	
Barbara Kubilus	
Dr. Robert Ladner	
Sandra Sergi	
Susy Martinez	

Note that documents referenced in these minutes were accessible to members and the public prior to (and during) the meeting, at <http://aidsnet.org/cqm-documents/>

I. Call to Order/Roll Call

Susy Martinez, CQM coordinator, called the meeting to order at 9:33 a.m.

II. Roll Call

Members noted their presence by indicating "Here" or "Present" in the chat box.

III. Review Agenda & Minutes

The committee reviewed today's agenda and the meeting minutes from September 21, 2021. No changes were made, both items were approved. Next steps from the last meeting minutes were reviewed.

IV. Show me the Data! Drilling Down on the Data-

Dr. Robert Ladner

Dr. Robert Ladner presented Show me the Data! Drilling Down on the Data (copy on file). He reviewed the four steps of drilling down data that include:

Step 1-Identifying patients who are not retained.

Step 2-Assessing reasons for non-retention.

Step 3-Creating a table that includes reasons not retained.

Step 4-Developing a targeted follow-up plan.

Dr. Ladner reviewed and discussed examples of quality improvement tools that would be useful when analyzing data:

Run chart- Demonstrates trends in data and requires a minimum of 10 data points.

Pie Chart-Used to sort data in categorical groups (i.e., race, gender, or age).

Bar Chart- Used to compare categories on an X and Y axis and identify differences.

Checklist-A simple tool that captures repetitive activities (number of action plan completed, reasons client did not show for PCP appointments).

Dr. Ladner offered to host an excel training to members interested in learning how to create the various tools in excel. Several CQM Committee members chatted in their interest for the excel training. Susy Martinez will follow-up with a training date as well as with sending out an excel tutorial cheat sheet to CQM Committee members.

A 4-question quiz was administered during the meeting (copy on file). Sixteen (16) out of (26) CQM Committee members participated in the quiz. Q#1, 56% answered correctly, Q#2, 88% answered correctly, Q#3, 38% answered correctly, and Q#4, 63% answered correctly.

V. Prioritizing Quality Improvement Projects-

Dr. Robert Ladner

Dr. Ladner reviewed with the CQM Committee members that BSR CQM staff and the Recipient had a Technical Assistance (TA) call with Marlene Matosky, Chief – Clinical and Quality Branch, HAB/HRSA. Ms. Matosky reiterated during the TA call that Recipients should be conducting quality improvement activities for at least one funded service category at any given time.

Dr. Ladner recommended that the CQM Committee prioritize MCM clients who are not virally suppressed. He explained that viral load is a performance measure that can be measured every 6 months as opposed to retention- in-medical care that takes 12 months to

measure. CQM Committee members chatted in that they agreed with prioritizing viral load suppression for quality improvement activities.

VI. Next Steps

- ✓ Susy will send today's presentation - Show me the Data! Drilling Down on the Data to CQM Committee members.
- ✓ BSR will setup an excel tutorial on creating various charts in Excel. Dr. Ladner will send a table for the attendees to use with data during the tutorial.
- ✓ BSR will send the Florida International University (FIU) article, A Comparative Analysis of Different HIV Viral Load Suppression Definitions among Clients Receiving Care in the Miami-Dade Ryan White HIV/AIDS Program

VII. Announcements

Susy Martinez invited CQM Committee members to the Prevention Committee Meeting featuring the Florida Department of Health-Miami Dade County Prevention Mobilization on Thursday, October 28, 2021, from 10:00am-12:00pm at the Miami Dade County Main Library and via Zoom.

VIII. Next Meeting

The next meeting is scheduled for Friday, November 19, 2021, via Zoom.