



**Medical Care Subcommittee Meeting**  
**Behavioral Science Research**  
**2121 Ponce de Leon Blvd., Ste. 240**  
**Coral Gables, FL 33134**  
**February 24, 2023**

*Approved April 28, 2023*

#	Members	Present	Absent	Guests	
1	Baez, Ivet	X		Sian Clements	
2	Cortes, Wanda	X		Ana M. Nieto	
3	Dougherty, James	X		Paulyn Ortega	
4	Friedman, Lawrence	X		Astrid Orozco	
5	Goubeaux, Robert	X		Carla Valle-Schwenk	
6	Llambes, Stephanie	X			
7	Miller, Juliet	X			
8	Thornton, Darren		X		
9	Romero, Javier		X		
10	Ysea, Cristhian A.	X		<b>Staff</b>	
<b>Quorum: 4</b>				Robert Ladner	Marlen Meizoso

Note that all documents referenced in these minutes were accessible to both members and the general public prior to (and during) the meeting, at [www.aidsnet.org/meeting-documents](http://www.aidsnet.org/meeting-documents).

**I. Call to Order**

*Dr. Robert Goubeaux*

Dr. Robert Goubeaux, the Chair, called the meeting to order at 9:33 a.m. He introduced himself and welcomed everyone.

**II. Meeting Housekeeping and Rules**

*James Dougherty*

Mr. Dougherty reviewed the meeting rules and housekeeping presentation (copy on file), which provided the ground rules and reminders for the meeting. He identified Behavioral Science Research (BSR) staff as resource persons for the meeting. If anyone has any questions, BSR would be available to answer them after the meeting.

**III. Introductions**

*Dr. Robert Goubeaux*

Dr. Robert Goubeaux requested members and guests to introduce themselves around the room.

**IV. Floor Open to the Public**

*James Dougherty*

Mr. Dougherty read the following: *“Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any item on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating*

*your name and address for the record before you talk about your concerns. BSR has a dedicated phone line and email for statements to be read into the record. No statements were received.”*

There were no comments, so the floor was closed.

**V. Review/Approve Agenda**

*All*

The Subcommittee reviewed and accepted the agenda.

**Motion to accept the agenda as presented.**

**Moved: Ivet Baez**

**Second: James Dougherty**

**Motion: Passed**

**VI. Review/Approve Minutes of January 27, 2023**

*All*

Members reviewed the minutes of January 27, 2023 and made a motion to approve the minutes as presented.

**Motion to accept the minutes of January 27, 2023 as presented.**

**Moved: James Dougherty**

**Second: Stephanie Llambes**

**Motion: Passed**

**VII. Reports**

▪ **Ryan White Program**

*Carla Valle-Schwenk*

Carla Valle-Schwenk referenced the December 2022 report as of February 16, 2023 (copies on file). A total of 8,312 unduplicated clients have been served. The fiscal year ends on Tuesday. Final expenditures should be available in May but invoices through December indicated 62% of direct service dollars have been spent under Part A and 46% under MAI. Additional invoices are being processed and the 95% formulary expenditure threshold will be met. A significant carryover is expected. Under TT/RA, 3,348 clients have been serviced since the program’s inception with 74% being virally suppressed. Reports are current and the RSR report is due shortly. Provisional award letters have been sent out since a partial award was received (\$4.7 million). The EHE RFP is close to being released and will contain a housing component. The County continues to work with FCPN partners and has a meeting scheduled with State Part A and B grantees in Orlando to work on issues such as the data to care project. There is a statewide needs assessment survey posted online which HIV+ clients are being requested to complete with replies due by the end of March. The State also sent out a status neutral survey for completion. Site visits have been completed for the year. Reimbursement rates will be increased for case management since recertifications will be annual.

▪ **ADAP Program**

*Marlen Meizoso for Dr. Javier Romero*

Dr. Javier Romero was unavailable, so Marlen Meizoso reviewed the January 2023 report as of February 6 (copy on file) including enrollments, expenditures, prescriptions, premium payments, and program updates.

▪ **Vacancy Report**

*Marlen Meizoso*

Marlen Meizoso referenced the membership vacancy report (copy on file) based on the revised membership. There are several vacancies on the Subcommittee and on the Partnership also. The only remaining vacancies on the Subcommittee are for a mental health professional and five members of the affected. If anyone knows

of individuals interested in membership , they may contact staff, invite them to attend a meeting or any of “Get on Board” trainings.

▪ **Report to Committees (reference only)**

*All*

Dr. Goubeaux indicated the report to committees is posted online. The report details the items approved at the February 21, 2023, Partnership meeting including recommendations for new members and updates to the Policy and Procedure manual. Any questions can be directed to staff.

## **VIII. Standing Business**

### **Allowable Medical Conditions Edits**

*All*

Based on the request at the last meeting to eliminate duplications, the current revision is included in the meeting packets (copy on file). There are strike-throughs for items that appear twice. Specialties were grouped and duplicate items were included in the new groupings. The Subcommittee made additional recommended changes:

- In the blue box change “and” to “or” in the first sentence.
- Add “this is not exhaustive and a sample guideline” and bold the statement.
- Strike sentence “This list...by HIV or its treatment.”
- Bold statement under the blue box.
- Add heart disease under cardiology.
- Move “tinea infections” from a standalone condition under dermatology into joint a specialty with OB/GU.
- Strike “vaginal candidiasis” and change to “vaginitis.”

For the next iteration, strikethroughs (removals) and highlights (additions) will be removed presenting a clean (final) version of the document.

### **Service Descriptions: Mental Health and Substance Abuse**

*All*

Drafts of the Mental Health and Substance Abuse service definitions were shared with the Subcommittee for further input (copies on file). The Subcommittee began by reviewing the mental health service definition which had been deferred until the next meeting. The following suggestions were made:

- Adopting clients throughout the document and changing some of the language.
- Treatment plans should be updated every 6 months.
- Add language to the first sentence “provide treatment for diagnosed behavioral health disorders and improve client health outcomes.”
- Add language from the substance abuse service description regarding ICD and DSM codes.
- Strike last sentence in the first paragraph.
- Reword sentence “psychiatric treatment” striking “that is...” adding “with” and striking “process ...and” and adding “should be” adding “recorded” after bill.
- Strike reference to “individuals served” and leave as “clients.”

Additional modifications will be made to the language and brought back to the next meeting.

**Motion to extend the meeting by 15 minutes.**

**Moved: Stephanie Llambes**

**Seconded: Ivet Baez**

**Motion: Passed**

The Subcommittee reviewed the Substance Abuse Service description with the changes requested at the prior meeting in redline. The Subcommittee approved the document as presented.

**Motion to approve the Substance Abuse service description, as presented.**

**Moved: James Dougherty**

**Seconded: Juliet Miller**

**Motion: Passed**

**December 2022, ADAP Formulary Additions Review Items #1-44**

*All*

Based on the discussion at the last meeting the larger December 2022 the ADAP program analysis was broken up and the first forty-four items were presented (copy on file). Any OTC items were shaded out, any items over \$1 were highlighted, and the document has a pharmacological and therapeutic sort. The Subcommittee suggested adding all but nine medications which were not cost-effective, had drug interactions or increased pill burden. Two medications (#18 and #22) were restricted to tablets only.

**Motion to add all the medications included in the December 2022 ADAP formulary additions to the Ryan White Prescription Drug Formulary Items #1-44 sheet to the Ryan White Formulary with the restriction on #18 levonorgestrel and #22 clonidine to tablets only but excluding the following nine items: #2 diclofenac, #3 nepafenac, #10 rifapentine, #20 bempedoic acid, #24 olmesartan, #28 olmesartan/hydrochlorothiazide, #36 ezetimibe/rosuvastatin, #39 evolocumab, and #40 alirocumab.**

**Moved: Stephanie Llambes**

**Seconded: Cristhian Ysea**

**Motion: Passed**

**Data on Letters of Medical Necessity**

*All*

Per the request of the Subcommittee, data were pulled for the four letters of medical necessity (copy on file). Only data on the three medications were reviewed: the letter for the lab is not being used since another payor pays for the services. There is very low utilization on all the items.

**Revision to Four Letter of Medical Necessity**

*All*

The revisions to all four letters of medical necessity were shared again (copies on file). Based on the data previously reviewed, the Subcommittee decided to discontinue the letters to reduce the paper burden since there is very low if any usage.

**Motion to discontinue the Letters of Medical Necessity for 1) Roxicodone and Percocet, 2) Neupogen, 3) Procrit or Epogen, and 4) the (lab test) for the Highly Sensitive Tropism Assay required to prescribe Maraviroc.**

**Moved: James Dougherty**

**Seconded: Juliet Miller**

**Motion: Passed**

**IX. New Business**

**Oral Health Code Request: D5284-Removal unilateral partial denture and D3221-Pulpal debridement**

*All*

There was a request to add two codes, D5284-Removal unilateral partial denture and D3221-Pulpal debridement to the Oral Health Care formulary (copy on file). Staff reached out to the former members of

the oral health care workgroup to get their opinion on the two codes. The members agreed that the codes would be beneficial to clients, so the Subcommittee voted to adopt the codes.

**Motion to add D5284-Removal unilateral partial denture and D3221-Pulpal debridement to the Ryan White Oral Health Care formulary.**

**Moved: Dr. Lawrence Friedman**

**Seconded: James Dougherty**

**Motion: Passed**

**X. Announcements**

*All*

Mrs. Meizoso indicated that for those members who were not present at last month's meeting, the source of income forms and annual disclosures are included in their member materials to complete. Both forms are required to be completed annually.

**XI. Next Meeting**

*James Dougherty*

The next Subcommittee meeting will be held Friday, March 24, 2022, at 9:30 a.m. at BSR. Several members indicated they may not be able to attend the next meeting. Staff will inquire with members if they can attend prior to sending out the next meeting notice. The April meeting is scheduled for April 28, 2023.

**XII. Adjournment**

*Dr. Robert Goubeaux*

Dr. Goubeaux requested a motion to adjourn, and the meeting concluded at 11:37 a.m.

**Motion to adjourn.**

**Moved: Juliet Miller**

**Seconded: Ivet Baez**

**Motion: Passed**