

# Fresno County Department of Behavioral Health

## Quality Improvement Committee (QIC) Charter

### Mission Statement:

*Quality Improvement Committee (QIC):* The Department of Behavioral Health, QIC is dedicated to continuous quality improvement with utilization of quality improvement tools and providing guidance, direction, and technical support throughout the Department.

**Type of Committee:** Standing Committee (as mandated)

### Membership:

- Chair
- Co-Chair
- Div. Mgrs.
- QI Staff
- DBH Director
- DBH Deputy Dir
- Medical Staff
- Substance Use Disorder Staff
- Sub-Committee Reps (5)
- Consumer/Family
- Stakeholders
- Providers

**Chair Person:** QI Coordinator and/or designated Staff

**Co-Chair:** Sr. Staff Analyst and/or designated Staff

### Duties/Responsibilities of the QIC:

Recommend policy decisions; review and evaluate the results of QI activities, including performance improvement projects; institute needed QI actions; ensure follow-up of QI processes; and document QI Committee meeting minutes regarding decisions and actions taken.

### Objectives:

1. Engage all MHP staff members in the use of QI techniques and reflect improved value to clients.
2. Incorporate and support preparations for Organized Delivery System Waiver approval, Final Rule and 1915(b) Special Terms and Conditions, and Commission on Accreditation of Rehabilitation Facilities Certification CARF).
3. Utilize the Annual QI Work Plan, and Evaluate the QI Work Plan annually.
4. Utilize essential QI tools to interpret and process data such as *Plan, Do, Study, Act, Fishbone, Driver Diagram, Flow Charts, and Run Charts.*
5. Maintain two Performance Improvement Projects (Clinical/Non-Clinical) using QI techniques that increase the value of the projects for the agency and deepen the skills and capability of the QI team to serve as QI coaches.
6. Deploy measures based on clinical tools and capabilities to improve measurement of system performance and generation of value to clients.

**Delegation of Authority:** QIC committee members provide recommendation of finding, outcomes, results, reports to QIC.

### Standard Committee Procedures:

**Time:** 1:30pm – 3:00pm

**Place:** Blue Sky Wellness Center, 1617 E. Saginaw Way, Fresno, CA 93704

**Frequency:** Monthly, 2<sup>nd</sup> Wednesday of each month with the exception conflicting months related to External Quality Review Organization, Department of Health Care Services Triennial, and/or Cal QI Conference

### Formalities:

Approved by QIC: 2/14/2018

Chair/Designee Signature: Francisco Escobedo  
Kannika Toonnachat