INDEPENDENT
MEETING NOTES &

OVERSIGHT COMMITTEE
ACTION ITEMS

IOC Name: AHCCCS North IOC   **Meeting Date: 12/12/2020**

Meeting Location: Telephonic Only   **Meeting Time: 10:03am**

Members Present: Dorothy O'Brien, Christopher Gonzales, Trish Riner, Keran O'Brien, Ann Gunty, Alpha Muluh, Katherine Leonardi	
Members Absent: Cory Krueger, Sue Hernandez	
Other Attendees: Larry Allen w/ ADOA	

Agenda Items (Enter the related topic from the IOC's agenda)	**General Description of Matters Discussed & Motions Made** (Enter the related topic from the IOC's agenda)	**Action Item/Assigned To/Due Date** (Indicate the specific follow-up task/s or actions that need to be completed; include the name of the member assigned to the item, next steps to be taken, and the anticipated due date)
Welcome - disclosure of conflict of interest	Disclosure of Conflict of Interest	No disclosures reported
Last Meeting - review and approve minutes	Review and approve minutes	Motion - Christopher Second - Ann Roll call - unanimous
Site Visit Committee	Site Visit Standard of Work Onsite visits temporarily postponed due to pandemic 1. Resume onsite visits post-pandemic 2. Continue onsite interviews through a platform/online 3. Electronic ROI exchange (include	Motion - Ann Second - Katherine Roll call - unanimous

	Guardian) 4. IAD, QOC and S/R report reviews (status quo) Onsite medical record review - temporarily postponed due to pandemic 1. Transition to an electronic medical record review process 2. Provider/agency currently facilitate electronic/online data validation audits through AHCCCS/CMS, so this should much the same for the IOC 3. All providers have EHR systems and can isolate specific records for audits and provide auditors temporary passwords specifically for the requested records and can only be used for those specific records 4. Steps to Assign Member Records for Audit Purposes 5. List of members name is submitted to the provider/agency (designee) from the IOC 6. Provider/agency designee assigns the names to the IOC auditors account in the EHR system; a report is generated from the EHR after the names have been assigned to verify the names to the auditors list 7. Provider/agency designee creates a new password for the IOC auditors; once member record has been assigned the provider/agency sends to auditors by secured email 8. Auditors login to EHR off site since EHR's are web base	
Annual Report	Submit year end report to ADOA along with the proposed and revised procedures for onsite site visits	Motion - Christopher Second - Ann Roll Call - unanimous
Executive session	n/a	
Adjournment	10:18 am	Motion - Christopher Second - Katherine Roll Call - unanimous