

## PFAC Meeting Notes

**Date:** April 18, 2023

**Attendees:** Ashley Anderson (staff), Riley Annear (staff), Tania Raudales (patient), Kelly Harris (community member), Tamara Terraza (CHC intern), Heather Brown (Community member), Lauren Fardig-Diop (community member), Roger Ludy (staff)

**Notetaker:** Annie Strickland, staff member

### **Agenda:**

#### **1. Welcome and introductions**

#### **2. Review Agenda**

#### **3. Approve last Meeting Notes**

- a. Approved unanimously.

#### **4. Review Policies**

- a. Parent consent:

- i. Participants wondered about the language related to involvement of parents/guardians. Concern that language such as 'as appropriate' is vague.
- ii. Michigan Public Health Code Act 258 -> is this the appropriate law for mature minors to access behavioral health and substance use services? Riley explored the Mature Minor Consent Laws, questions remain regarding the exact code number.
  - 1. Recommendation to include the number of sessions allowed to mature minors.
- iii. Ashley made a motion to approve policy with amended clarifications. Lauren seconded the motion.
  - 1. Unanimously approved WITH amendments.

- b. Record Retention:

- i. Heather asked about section 3: Parent or Guardian Request to Amend Contents of the Medical Record, Heather wondered what the process would be to verify whether a parent/guardian is a custodial or a non-custodial parent?
- ii. Heather asked about ROIs, does an ROI have to be a CHC specific form?
- iii. Heather asked about Section 5. Is the patient informed that CHC has received a subpoena for their records? What would that process look like?
- iv. Ashley asked about section 6, wondered about clarification of confidential records, specifically mental health records, for mature minors and parent/guardian's ability to access those records.
- v. Roger noted that in Section 1A, HIPAA was misspelled. Will need to make grammatical changes.
- vi. Roger also asked about parent/guardian's ability to view records in the Patient Portal. Discussion about the ability to hide certain information from the portal.
- vii. Roger wondered about language clarification in section 4 and section 6 – Release of Information vs. Release of Records. Are they the same form? Different?
  - 1. PFAC would like to review all release forms.
- viii. No motion to approve this policy at this time. Members in agreement to review forms and updated policy prior to approving this policy.

**5. ~~Discussion based on QI Data/Patient Satisfaction Surveys~~**

- a. Deferred because the QI committee was unable to complete recommendations yet.

**6. Tour of the basement**

- a. Staff provided tour of the Corner Store. Answered questions.
- b. Ozone House will donate fleece blankets to the CHC Store.

## **7. Discussion on how to best use space for communities**

### **a. How do you feel about this basement area?**

- i. Staff and Tania shared information about how the basement is currently used. Space currently used for groups, meetings, Theatre troupe.
- ii. Tania expressed concerns about how little the basement space has changed over the 5 years that she has been a patient here.

### **b. What improvements do you think should be made? What should the space be used for?**

- i. Tania would like to make changes in how closets are used for storage. Tania would like one of the storage closets to be used for more baby items and clothes, specifically baby detergent. Tania would like more household items (mops, dish detergent, napkins, cleaning supplies) in the CHC store. Tania would like one of the closets to be used as more of a clothes resource (women/men clothes, shoes, more baby clothes).
- ii. Heather asked about CHC Amazon Wish List, which is available on the Corner's website.
- iii. Tania specified childcare for Safe Baby classes vs. a baby proofed area for moms to not have to worry while participating in groups/classes.
- iv. For the Safe Baby class, Tania offered the recommendation to move the tables apart so all participants can see the instructor.
- v. Heather offered the suggestion that many interior design/architecture students offer free consultation/re-design/projects that could be a low-cost option for assistance re-designing.
- vi. Kelly mentioned adding shelving for more storage options.

- vii. Lauren & Tania mentioned more collaborative art on the walls, perhaps murals.
- viii. Lauren and Kelly discussed lighting options citing concern of noisy and bright fluorescent lights. Kelly has lights with shelves that she finds to be a nice storage option.
- ix. Baby proofing the space, specifically better outlet covers and TV cables.
- x. Ozone House will donate fleece blankets to the CHC Store next winter.

**c. How do you feel about the decor?**

**8. Announcements**

**a. Will the next meeting still work? July 18<sup>th</sup>**

- i. Confirmed the date works for everyone.

**b. Gift card preference?**

- i. Kroger, Meijer, anything goes. Will continue with Amazon

**c. Community announcements:**

- i. SMART Recovery group starting at ACE in conjunction with Corner
  - 1. Targeting vaping, only open to ACE students.
- ii. Ozone House has substance use treatment services open to anyone in their target age group.