



## Quality and Performance Measures (QPM) Team

Meeting Notes June 21, 2023

Page 1

### Meeting Notes

**Participants:** Christine Brown, Aubree Buccino, Marianne Buchelli, Tom Butcher, Angelique Croasdale-Mills, Johanna Cruz, Lara Cushman, Gina D'Angelo, Michel Daud, Daniel Davidson, Xavier Day, Luis Diaz, Dadie Dorsinvil-Sonceau, Clunie Figaro, Blaise Gilchrist, Carolina Gonzalez, Tawana Hart, Dahlia Hylton, Mike Judd, Susan Major, Erika Mott, Consuelo Munoz, Mitchell Namias, Tearean Nolan, Ludger Pierre-Louis Sr., Tamika Riley, Jackie Robertson, Joselyn Rodriguez, Rosie Rodriguez, Ramon Rodriguez-Santana, Cairo Romaguera, Mena Sgambato, Jen Vargas, Lizbeth Vazquez, Melinda Vazquez-Yopp

**Facilitator:** Peta-Gaye Nembhard

**Recorder:** Dave Bechtel

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#### Meeting Summary

- **Plan-Do-Study-Act (PDSA) Presentation.** Peta-Gaye Nembhard delivered a training on the PDSA Cycle, one model for quality improvement.
- **Dear Colleague Letter.** The team reviewed a draft letter to HIV funders encouraging Quality Improvement (QI) projects on QPM-identified top priorities: PrEP, housing, and disparities.
- **Planning the Quality Summit.** The team started planning the October 18 Quality Summit. A planning group will continue planning the Summit in July (see below for details).

#### Identified Tasks

1. A **Quality Summit Planning Group will meet on July 19 at 11:00 am** to continue planning the Summit. Volunteers for the Planning Group include: Marianne Buchelli, Daniel Davidson, Xavier Day, Sue Major, Peta-Gaye Nembhard, and Melinda Vazquez-Yopp. Dave will send a meeting invite by July 12 (it will be the same Zoom link as the QPM meeting invites).
2. Dave will email the PDSA presentation and Dear Colleague draft letter to meeting participants along with the draft notes, and post all meeting handouts on the [CHPC website](#). Participants will have one week to send comments or edits to the letter.
3. Dave will follow up with individuals who expressed interest in presenting at the Quality Summit.
4. Gina D'Angelo will check with Anchor Health on their Doxy PEP efforts, including any quality improvement projects they can present at the Quality Summit.

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#### Welcome and Introductions

QPM chair Peta-Gaye Nembhard welcomed everyone to the Quality and Performance Measures (QPM) Team at 11:02 am. QPM reviews and discusses data, develops indicators to track our progress in HIV prevention and care, and helps improve the quality of HIV prevention and care.

Ms. Nembhard reviewed ground rules for QPM meetings:

- Given the large number of participants, please share the floor so everyone has a chance to speak. During team discussions, please use the chat or raise your hand.



## Quality and Performance Measures (QPM) Team

Meeting Notes June 21, 2023

Page 2

- QPM addresses complex data issues with lots of acronyms and jargon. So please ask questions if an acronym or term is not clear.
- QPM will continue to use a Parking Lot to keep track of any topics that arise which aren't part of today's agenda. We can address these topics at future meetings.

Participants introduced themselves in the chat and approved the May QPM meeting notes without changes.

### Updates from the May Meeting

Dave Bechtel shared two updates from the May QPM meeting:

1. STD Data Requests. At the May meeting, Ava Nepal requested that QPM provide her with the main variables members want to see for additional STD analyses. Dave asked if participants wanted to add any variables to those listed in the May meeting notes (e.g., race, ethnicity, sex, age ranges, transmission risk, geography). There were no further suggestions.
2. CIRA support for Monitoring Plan. Christine Brown (Yale CIRA) connected Dave to Debbie Humphries, a professor at the Yale School of Public Health, about engaging graduate students in projects to evaluate implementation of Plan strategies (e.g., Routine Testing Toolkit). In the chat, Dr. Brown noted that she was happy to support the work.

### Quality Improvement: Plan-Do-Study-Act (PDSA) Presentation

Ms. Nembhard delivered a brief training on the Plan-Do-Study-Act (PDSA) model for quality improvement (see [CHPC website](#) for the full presentation). Key themes included:

- The federal Health Resources and Services Administration (HRSA) requires a Clinical Quality Management (CQM) Program for all Ryan White agencies.
- CQM is the sum of activities to improve services or processes.
- Quality Improvement (QI) activities are an integral part of a CQM Program.
- The Plan-Do-Study-Act (PDSA) Cycle is a model for improvement.
- The model for improvement is not considered a quality management program; it's a methodology.
- Improvement should be continuous.
- Start small and build upon what you learn in each cycle.
- In the Act phase, you can decide whether to "Adapt" your strategy (in your next PDSA cycle), "Abandon" your approach and try something new in next cycle, or "Adopt" a successful strategy and standardize it throughout your program.

As part of the presentation, Ms. Nembhard also shared a sample PDSA on oral health. The agency used a [5 Whys approach](#) to identify the root causes of the problem. In the chat, Johanna Cruz stated: "This was a great presentation and gave me so many ideas to improve our numbers for dental care." In the chat, Consuelo Munoz and Joselyn Rodriguez agreed that it was a great presentation.



## Quality and Performance Measures (QPM) Team

Meeting Notes June 21, 2023

Page 3

Finally, Ms. Nembhard suggested that Ryan White providers use the [Center for Quality Improvement and innovation \(CQII\) website](#) to access QI tools and resources. Ryan White agencies can also request free technical assistance from CQII.

### Quality Improvement: Dear Colleague Letter

Ms. Nembhard shared an approach for encouraging future quality improvement (QI) projects on QPM-selected priority topics. At the March QPM meeting, participants prioritized the following topics for future QI projects:

- PrEP (33%)
- Housing (25%)
- Disparities (17%)

Ms. Nembhard proposed sending a “Dear Colleague” letter to HIV funders encouraging future projects on these topics. Ms. Nembhard reviewed the draft Dear Colleague letter (see [CHPC website](#) for draft). This would be sent to Ryan White recipients and Planning Councils, among others. The letter asks for funders to share the results of current / recent projects on the priority topics, which can be shared at QPM meetings and at Quality Summits.

Dave will send the draft letter to participants along with the draft notes. Participants will have one week to send any comments or edits to the letter, prior to its dissemination to HIV funders.

### Planning the October 18 Quality Summit

Ms. Nembhard noted that QPM has much to do over the next few months in organizing the Quality Summit. A key first step is identifying potential presenters. To help in this process, polls were taken at both the morning CHPC meeting and at QPM. Across both polls, a number of individuals expressed interest in presenting (see table below). Sue Major also noted that CHC and APNH are interested in presenting on their PrEP projects. Dave will follow up with the potential presenters to learn more about their projects.

Name	Interested in Presenting	Topic(s)
Dahlia Hylton	Yes	STIs / STDs
Santos Cancel	Yes	Housing
Danielle Warren-Dias	Yes	Housing
Natalie DuMont	Yes	Reducing Disparities
Xavier Day	Yes	Reducing Disparities; Retention in Care; PrEP
Angel Cotto	Yes	Housing
Dulce Dones-Mendez	Yes	Viral Load Suppression
Reggie Knox	Yes	STIs / STDs
Charles Hardy	Yes	Housing
Steven Thalasis	Yes	Housing; STIs / STDs
Marianne Buchelli	Yes	Retention in care



## Quality and Performance Measures (QPM) Team

Meeting Notes June 21, 2023

Page 4

Name	Interested in Presenting	Topic(s)
Marianne Buchelli	Maybe – will discuss with team	PrEP
Blaise Gilchrist	Maybe – will discuss with team	Other topics
Consuelo Munoz	Maybe – will discuss with team	Housing
Tom Butcher	Maybe – will discuss with team	Viral load suppression
Johanna Cruz	Maybe – will discuss with team	Retention in care
Carolina Gonzalez	Maybe – will discuss with team	STIs / STDs
Joselyn Rodriguez	Maybe – will discuss with team	Retention in care

Participants started planning the Quality Summit by reviewing and discussing the Summit Handout with initial ideas for the structure and deliverables (see [meeting handout](#) for details). Themes from the discussion included:

- **Identifying presenters.** Tom Butcher noted the importance of engaging presenters on the top-priority topics, given that there will be a limited number of presentations (with a Summit from 9:30 am to Noon). Mr. Butcher also suggested considering HIV prevention and the syndemic approach as key topics, since much of the QI work has focused on HIV care. This could include projects on STIs that look at Doxy PEP, mental health, and PrEP. Ms. Nembhard suggested emphasizing these top priorities in a “call for presenters” video.
- **Doxy PEP.** Gina D’Angelo noted that Anchor Health is using Doxy PEP, although she was not sure if they have done a QI project. It may make sense to have a Doxy PEP informational presentation at a CHPC meeting. In the chat, Xavier Day agreed: “We need more information, presentations on this.” Ms. D’Angelo will check with Anchor Health to learn more about their use of Doxy PEP. In the chat, Mr. Butcher also noted: “My doctor is doing Doxy for syphilis, and Bexzero injection for gonorrhea.”

Due to time constraints, Dave suggested forming a Quality Summit Planning Group to continue planning the Summit. In the chat, Marianne Buchelli, Daniel Davidson, Xavier Day (“I’ll add it to my homework”), Sue Major, Peta-Gaye Nembhard, and Melinda Vazquez-Yopp volunteered to serve on the group. There is no CHPC meeting or formal QPM meeting in July, so the Quality Summit Planning Group can meet that day to continue planning.

Ms. Nembhard noted that the results of Quality Summit planning efforts will be communicated to the full QPM team to ensure that all members are kept informed of progress.

### Next Steps

Ms. Nembhard thanked everyone for their participation and noted our next steps:

- There will not be a CHPC meeting or formal QPM meeting in July.
- The **Quality Summit Planning Group** will meet during the usual QPM time – **Wednesday, July 19 at 11:00 am** to continue planning the Summit. Dave will send a meeting invite to participants who agreed to participate. We will use the same [Zoom link](#) as QPM meetings.



## Quality and Performance Measures (QPM) Team

Meeting Notes June 21, 2023

Page 5

### Adjourn

The meeting adjourned at 12:15 pm.

**##End QPM Notes##**