



CHAIRPERSON  
Monica Wilson, PhD  
EXECUTIVE OFFICER  
Jane Adcock

Posting Date: August 8, 2014

To: CMHPC Patients' Rights Committee (PRC)

From: Laura Leonelli

Subject: **Agenda for Patients' Rights Committee Meeting  
Wednesday, August 20, 2014 at 10:30 am.**

**Meeting location: 1501 Capitol Avenue, Suite 3001, Sacramento, CA 95814**

The PRC meeting will address the following items. All agenda items are subject to action by the Planning Council. The scheduled times on the agenda are estimates and subject to change.

<u>TIME</u>	<u>AGENDA</u>
10:30 a.m.	<b>Welcome and Introductions</b> <i>Daphne Shaw, Chairperson</i>
10:35 a.m.	<b>Review/Approval: Updated PR Survey</b>
11:00 a.m.	<b>Review/Approval: Revised PR letter to County Mental Health Directors</b>
11:15 a.m.	<b>Discussion: State Office of Patients' Rights – updated information on State contract, Reports</b>
11:30 a.m.	<b>Discussion: County Patients' Rights Compliance reports</b>
11:50 a.m.	<b>New Business</b> <i>All</i>
11:55 a.m.	<b>Public Comment</b> <i>Daphne Shaw, Chairperson</i>
12:00 p.m.	<b>Adjourn</b>

MS 2706  
PO Box 997413  
Sacramento, CA 95899-7413  
916.323.4501  
fax 916.319.8030

For anyone not able to attend in person, conference call capability is available by dialing **1-866-831-0091** then participant code **1629962**.

## **Patient's Rights Committee**

Meeting Highlights

July 23, 2014

10:30 a.m. to 12:00 p.m.

### **Members Present**

Daphne Shaw, Chair  
Cindy Claflin  
Richard Krzyzanowski  
Carmen Lee  
Walter Shwe

### **Staff Present**

Jane Adcock  
Laura Leonelli

Meeting was called to order at 10:30 by Daphne Shaw, Chair

**Discussion: Redesign Patients' Rights Survey** – The purpose of the survey is to bring Patients' Rights to the awareness of local Mental Health Boards/Commissions. The intention is to get MHBs to work with their county Directors to get answers. The survey should be sent to MHB Chairs, do we have a current list? [Laura's note: Linda Dickerson has been sending Data Notebooks to MHB Chairs, she should have an up to date list] It should also be sent to Patients' Rights Directors and their secretaries, any county staff assigned to the MHBs.

How should the survey be modified?

- Can we get information on the percent of time PRAs spend on each activity? This issue was addressed in the cover letter to MH Directors.
- Members agreed to add one question: Is there any other task performed by PRAs that is not included in the list a – e?
- Request additional information about staffing level, ratio of staff to county population. The unofficial guideline is 1 Full Time Equivalent staff to 500,000 persons. Survey can ask total FTEs for PRA staff, then we can compare to Census data for that county.

**Discussion: Letter to County MH Directors** – Comments: add some softness, like 'we appreciate their efforts'. Move last paragraph to second, after introduction. Add specific legislation in the introduction, this is not a new mandate. Make a stronger 'ask'. Main concern is too much time spent on Probable Cause hearings and not enough time to other mandated tasks. Counties should devote more resources to cover all the PRA work needed.

- Revised letter will be available for review at next PRC meeting
- Future emails to PRC should include all documents in one message

**Discussion: State Office of Patients' Rights – updated information on State contract, Reports:**

Email message from the Office of Patients' Rights/Disability Rights CA was shared with members. Not much surprise that reports are not available to public. Can we contact the

Department of State Hospitals for any reports? We still don't know if DRC contract includes only State Hospitals or all County Patients' Rights departments. We would like to see a copy of the contract and its report requirements.

- Laura will reply to Michelle at COPR and ask for clarification about their scope of work.
- Jane will follow up with Dept. of State Hospitals

**Discussion: Staff/Client ratio in County Offices of Patient's Rights** – PRC will get this information from the revised Survey. The ratio (1/500K) was a policy formula at DMH, we can check Dan's PowerPoint to see if this is in a statute. Are mental health consumers in primary care included under the PRA responsibility? Or just consumers in the specialty mental health system?

**PRC Work Plan:** 4 items

- State Hospitals
- LPS involuntary treatment/holds
- MediCal grievance process
- California Office of Patients' Rights

**Next meeting:** 3<sup>rd</sup> Wednesday, **August 20, 2014**

Agenda will include finalizing the Letter to MH Directors, County compliance reviews, MediCal grievance process