



Meeting Minutes

Provider Rate Methodology Workgroup #1 Review

Substance Use Disorder and Mental Health

September 19, 2023

3:30 PM– 5:00 PM (Central Time)

Agenda

1. **Welcome and Introductions**

Rich Kim with Guidehouse (GH) welcomed attendees to the meeting, began recording and presented the agenda for the meeting. GH project staff gave brief introductions and introduced their role on the project.

2. **Guidehouse Experience with Rate Studies**

GH discussed the company's previous rate study experience across the United States.

3. **Communication Goals and Objectives**

GH identified the intentions of the communication efforts between all stakeholder groups.

4. **Scope of Project**

GH presented the roles, collaborative needs, and expectations of workgroup members.

GH discussed the purpose of the rate study as it pertains to key deliverables like rate models, fiscal impact, and the final report.

GH outlined its approach to rate recommendations and the elements that go into building a service rate.

GH reviewed the scope of mental health and substance use disorder services that will be analyzed in the rate study.

GH explained the approach to rate building across programs and services, including assumptions and considerations.

GH identified common data sources that are used to support the rate study.

5. **Cost and Wage Survey (Training)**

GH presented the purpose of the cost and wage survey and overviewed the key project deliverables.

GH identified the list of staff types that will be analyzed in the rate study, which include professional, supervisor, administrative, and support staff.

GH discussed each survey topic and its relevant data points and metrics.

GH presented each tab (topic) of the survey and identified how to fill out the requested information accurately and completely. The survey tabs (topics) included:

- A. Organizational Information
- B. Mental Health (MH) Services
- C. Substance Use Disorder (SUD) Services
- D. Wages
- E. Programs and Services
- F. MH Service Delivery and Staff
- G. SUD Service Delivery and Staff
- H. Day Treatment – Time
- I. Day Treatment – Patterns
- J. Residential – Time
- K. Residential – Patterns
- L. Benefits
- M. Additional Information

GH answered questions pertaining to the survey topics and components throughout the presentation.

6. **Advisory Workgroup Timeline and Next Steps**

GH presented the dates and plans for the survey due date, review of results, and discussion of results.

GH identified the next Workgroup meeting on the week of October 9th to provide feedback and review survey results.

7. **Adjournment @ 5:00 PM (Central Time)**

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