

# Prevention Learning Community Meeting

Hosted by: Division of Behavioral Health & Recovery

October 25, 2017

9:00 a.m.-12:00 Noon



*Transforming lives*

# Agenda

9:00 - 9:15 a.m.	Welcome / Introduce new prevention providers to the call
9:15 - 9:40 a.m.	Important OSPI Communication Important DBHR Communication <ul style="list-style-type: none"><li>• Training updates</li><li>• Prevention Summit - Gabby Richard</li><li>• Prevention Toolkits Lizzie Miller (pre-order for Summit pick up)</li><li>• WA Prevention Meeting Important Reminders</li><li>• Recognition</li></ul>
9:40 - 9:55 a.m.	STR Prevention Project Updates Julia Havens, CPP   Prevention System Implementation Manager   DBHR
9:55 - 10:15 a.m.	Success Story Sharing Diane Harp, MS, CPP   Healthy Tekoa Coalition
10:15 - 10:25 a.m.	Athena Updates Ray Horodowicz, CPP   Prevention System Manager   DBHR
10:25 - 10:40 a.m.	Announcements Sarah Mariani, CPP   Behavioral Health Administrator   DBHR
10:40 - 11:00 a.m.	Minerva Updates Seth W. Greenfest, PhD   Prevention System Project Manager   DBHR
10/25/2017	

# Welcome New Attendees!

## New CPWI Coordinators

- Sarah McNew  
Wellpinit CPWI
- Annie Murphey,  
Spokane East Valley &  
West Central CPWI
- Wa'Lynn Sheridan  
Mt Baker CPWI



Krissy Johnson | Student Assistance Program Supervisor | OSPI

# OSPI COMMUNICATION

# DBHR COMMUNICATION

Julia Havens | Prevention System Implementation Manager | DBHR

# TRAINING ANNOUNCEMENTS

Training / Location	Training Date(s)
<p><b>MINERVA TA Call</b>  <a href="https://global.gotomeeting.com/join/508863685">https://global.gotomeeting.com/join/508863685</a></p>	<p>October 24, 2017  1:00 pm – 2:00 pm</p>
<p><b>Minerva In-Person Training</b>  Yakima, WA  <i>Registration is closed and the class is full. If you would like to be added to the wait-list, please email <a href="mailto:PrevMIS@dshs.wa.gov">PrevMIS@dshs.wa.gov</a> by 10/27/17.</i></p>	<p>November 1, 2017  1:00 pm – 5:00 pm</p>
<p><b>Washington State Prevention Provider Meeting</b>  Open to all Prevention Providers in WA  Yakima Convention Center Yakima, WA</p>	<p>November 2  9:30am-4:30pm</p>
<p><b>Annual Washington State Prevention Summit</b>  <a href="http://preventionsummit.org/">http://preventionsummit.org/</a>  Yakima Convention Center Yakima, WA</p>	<p>November 3-4</p>
<p><b><a href="#">Positive Community Norms Institute</a></b>  Watertown Inn, Seattle</p>	<p>November 28 – 30, 2017</p>

Check out the Training Calendar for more details and events!

[www.TheAthenaForum.org/calendar/training-opportunities](http://www.TheAthenaForum.org/calendar/training-opportunities)

# WA State Prevention Meeting

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- November 2<sup>nd</sup>
  - 9:30 a.m. - 4:30 p.m.
  - Yakima, WA
- Free registration!
- Register before end of Today!  
[www.surveymonkey.com/r/2017PxProviderMtg](http://www.surveymonkey.com/r/2017PxProviderMtg)



# HYS Pilot Testing Volunteers?

HYS pilot testing - students answer the survey questions & then discuss them in a small group.

This involves:

- a) Recruiting students – provide a list of numbers for LGAN to call to get consent/assent to participate.
- b) Scheduling a (free) location (in the past they've all been at schools either at lunch or after school).
- c) Dates and times TBD.

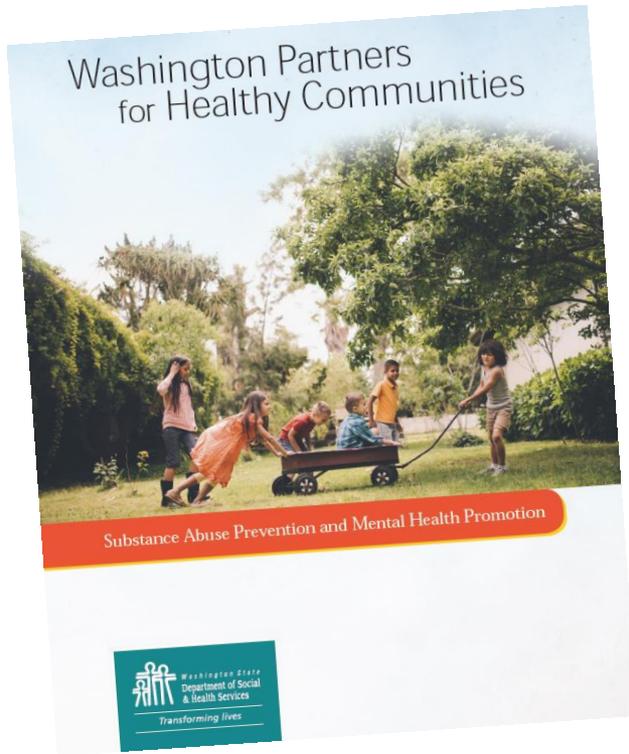


# WA State Prevention Summit

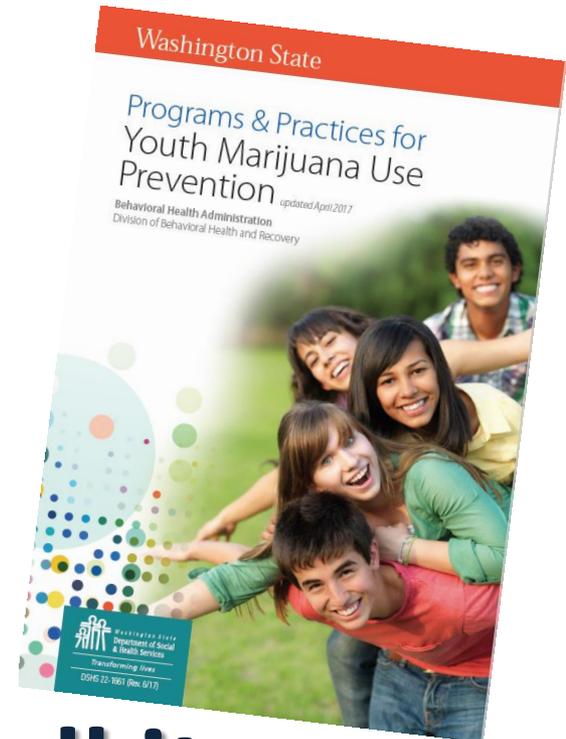
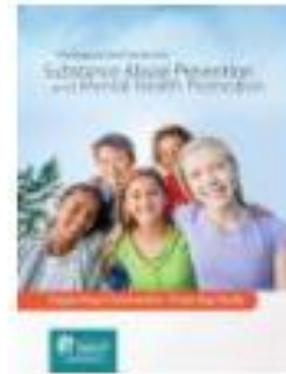


Register at <http://preventionsummit.org>





Take some  
back to your  
community  
from the  
Summit!



# Best Practices Toolkit

[www.TheAthenaForum.org/best\\_practices\\_toolkit](http://www.TheAthenaForum.org/best_practices_toolkit)

# Reminders

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- **Billing:** Bill for Year 4 PFS and PFS Carryover July 1, 2017 – September 29, 2017 no later than November 28<sup>th</sup>
- **Reporting:** PFS sub-recipients - CLI-R Report due November 10, 2017
  - Trainings posted on the PEP-C MRT HERO site if needed.
- Community Profile Brochure update
- Community Survey
- Coalition Assessment Tool
- Key Leader Event

# Special Recognition

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Trish Coloma | STR Opioid Grant Prevention Manager | DBHR

# **STR PREVENTION PROJECT UPDATES**

## Current State-wide STR Prevention Projects:

- **Prescriber conference:** Host two (east side & west side of the State) trainings for dental providers and oral health care professionals focusing on opioid prescribing practices and guidelines. Scheduled for January 2018.
- **TelePain:** Provides access to a multidisciplinary panel of experts that deliver didactic teaching and case consultation to primary care providers to reduce overdose-related deaths by improving participants' knowledge and prescribing practices. Launched July 2017.
- **EBP program list:** The listed programs focus on preventing opioid use/misuse and will be published in October/November 2017.
- **Community-based prevention organizations:** Four organizations have been funded to implement primary prevention programming and Take-Back events.
- **Interagency Safe-Storage project:** Six State partner agencies have been identified to integrate opioid prevention education within their existing systems.
- **Opioid media campaign:** The campaign include a toolkit for local use available November 2017 and will be fully launched in January 2018.
- **Annual Prevention Summit (November 2017):** Opioid prevention information and training to be provided at the prevention summit.

Diane Harp, MS, CPP | Health Tekoa  
Coalition Coordinator

# CPWI SUCCESS STORY SHARING

**HEALTHY TEKOA**  
**COALITION**

Helping Empower Action, Leadership, Teamwork, and Health in our Youth

Home About Coalition Activities Parent Workshops Volunteer Photos and Links Resources Laws

Search

## Building a HEALTHY Community

HAND IN HAND, WE TAKE A STAND AGAINST DRUGS  
RED RIBBON WEEK 2016

WE PLEDGE TO KEEP OUR HANDS OFF OF DRUGS

**talk**  
they hear you

Look online for tips [LINK](#)

Red Ribbon Week is celebrated during the last week in October. Businesses post support signs, while students at the elementary and high school make a pledge to keep their body and minds healthy.

Our mission is to promote healthy, positive choices in Tekoa youth by working together to reduce substance abuse.

How can I prevent my child from using alcohol or marijuana? [More Information](#)

Why Prevent Underage Drinking?

Ray Horodowicz | Prevention System Manager | DBHR

# **ATHENA UPDATES**

# Current site frozen

[Home](#) » [Prevention Headlines](#) » Announcements and News

## Announcements and News

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Due to the planned relaunch of The Athena Forum, the current site is frozen. This means users will not be able to post new items to the site (ie: calendar events, shared documents, announcements, job openings). While the site is frozen, all visitors will still be able to access existing files and posts; new users will be able to register; and current users with OWL access will be able to launch courses.

Thank you for your patience as final preparations are made. Questions? Email [DBHRAthenaTeam@dshs.wa.gov](mailto:DBHRAthenaTeam@dshs.wa.gov).

Time sensitive and need to post?

**Email:**

[DBHRAthenaTeam@dshs.wa.gov](mailto:DBHRAthenaTeam@dshs.wa.gov)

# Preparing for New Site

Know your...

Username or E-mail address associated with your account.

Your password.

Basic math.

## User account

Create new account

Log in

Request new password

Username or e-mail address \*

You may login with either your assigned username or your e-mail address.

Password \*

The password field is case sensitive.

Remember me

## CAPTCHA

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Math question \*  $1 + 5 =$

Solve this simple math problem and enter the result. E.g. for 1+3, enter 4.

Log in

# Preparing for New Site

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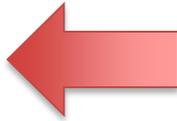
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# Home Page Sneak Peak

The screenshot shows the ATHENA website home page. At the top left is the ATHENA logo with the tagline "The site for substance abuse prevention and mental health promotion professionals and volunteers." Below the logo is a navigation menu with links: Headlines, Prevention Priorities, Training, Resources for Providers, Prevention 101, and Who's Who. At the top right is a search bar with the text "Enter your search terms" and a magnifying glass icon, and a "Sign In | Join Now" link circled in red. The main content area features four sections: "News from DBHR", "All Providers", "Announcements", "Shared Documents", and "Upcoming Calendar Events". Red arrows point to the "News from DBHR" section, the "All Providers" section (which is also circled in red), the "Announcements" section, the "Shared Documents" section, and the "Upcoming Calendar Events" section.

**ATHENA**  
The site for substance abuse prevention and mental health promotion professionals and volunteers.

Headlines Prevention Priorities Training Resources for Providers Prevention 101 Who's Who

**News from DBHR**

- Minerva Work Session for Tribes  
September 28, 2017
- Mental Health Promotion Funding Opportunity Now Live  
September 18, 2017
- Final DBHR test  
September 18, 2017

[more DBHR announcements](#)

**All Providers**

- Minerva - Online Reporting System
- Prevention Provider Learning Community - Current Meeting Information
- Prevention Provider Learning Community - Past Meetings

**Announcements**

- Going On Now - Dose of Prevention Challenge 2017  
October 15, 2017
- mock ann 10-13 #2  
October 13, 2017
- mock ann 10-13 #1  
October 13, 2017

[more Announcements](#)

**Shared Documents**

- Mock doc 10-13 #2  
October 13, 2017
- Mock doc 10-13 #1  
October 13, 2017
- test document - Whatcom  
October 4, 2017

**Upcoming Calendar Events**

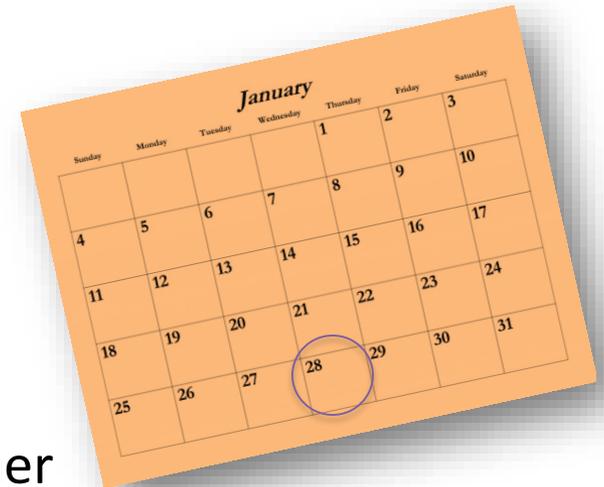
- Prescription Drug Take Back Day  
October 28, 2017 3:00 AM to 7:00 AM
- International Community Corrections Association - Annual Research Conference  
October 29, 2017 9:00 AM to November 1, 2017 11:00 AM
- Not On Tobacco, teen cessation Facilitator Training  
October 30, 2017 9:00 AM to 4:00 PM

Sarah Mariani, CPP | Behavioral Health Administrator | DBHR

# ANNOUNCEMENTS

# Announcements

- Budget update
- Changing Learning Community Meeting Schedule to every-other month, 9:00 a.m. – Noon.
  - Meeting in November 2, 2017 in Yakima, WA
  - No meeting in December 2017
  - Meeting January 24, 2018
  - No Meeting February 2018
  - Meeting March 28, 2018
  - No meeting April 2018
  - Meeting May 23, 2018
  - June 2018 – Coalition Leadership Summer Institute (Dates TBD)



Seth W. Greenfest, PhD | Prevention System Project Manager | DBHR

# MINERVA UPDATES

# Minerva update - reports

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- Our status:
  - Minerva is a **stable system** - we've come a long way, with your help.
  - However, we still have a lot of work to do, especially with Reports.
- We're exploring a temporary solution where DBHR would produce a set of core reports.
  - Why?
    - To honor the work you've done learning and using Minerva.
    - To provide the information you need to continue to do your work.

# Expenditure Reporting Module

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- On **October 27, 2017** the Expenditure Reporting Module will become inactive for an extended period of time.
- **No special action is needed on your part.**
- **Please continue to use your internal accounting processes and the A-19 process.**

# Expenditure Reporting Module

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- DBHR is getting an export of all information already entered.
- We will work on existing Expenditure Reports to match them to the new format.
- Once we are ready to launch, DBHR will provide Training for the Expenditure Reporting Module.
- Questions? Email [PrevMIS@dshs.wa.gov](mailto:PrevMIS@dshs.wa.gov)

# Personally Identifiable Information

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- This topic is a follow-up from the Summer Institute discussion on HIPAA and FERPA and other data security items.
- Goal:
  - Increase your capacity to collect, store, and report data in a way that protects sensitive data (even if it is not confidential under the law)
  - Provide guidance on how to talk with participants and stakeholders about required data to be reported

# Personally Identifiable Information

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- How to collect and report Personally Identifiable Information
  1. FAQs:
    - What information is required to reported by DBHR grantees and why?
    - How can my organization meet reporting requirements and also respect and protect participants' information?
  2. Prevention Programs and HIPPA
    - Prevention Programs usually not HIPAA covered.
    - If your organization is HIPAA covered, your contract with DBHR includes a “Business Associate Agreement” that allows you to share this data.
    - Subcontracts must include this section along with everything else.

# Personally Identifiable Information

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- How to collect and report Personally Identifiable Information
  - 3. FERPA
    - DBHR collaborated with OSPI and asked their input on FERPA.
    - OSPI recommends that DBHR contractors work with school districts.
    - School districts may ask contractors to secure parental consent or the consent of eligible students, according to local policy.

# Personally Identifiable Information

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- Collecting PII is sometimes challenging in specific circumstances.
- Reflecting a request at the Summer Institute, DBHR will be testing a process where contractors may request an Exemption to Collecting and Reporting Personally Identifiable Information.

# Personally Identifiable Information

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- Will hold a Webinar on this to provide more information
- This should be considered a “last resort” option, when other avenues have not been successful (including those just discussed)
- It involves some risk
- Any questions about this – please share with Seth at [PrevMIS@dshs.wa.gov](mailto:PrevMIS@dshs.wa.gov)

# Personally Identifiable Information

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- A limited set of programs and under certain conditions:
  - Majority of participants are of migrant population
  - Nurse Family Partnership
  - School-based programs when contractors have not been successful using the FERPA process just described

# Personally Identifiable Information

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- General Requirements
  - Request is on a program-by-program basis.
  - Request is reviewed on a case-by-case basis.
  - Is not retroactive – only applies once Exemption Request is approved.
  - Contractor may not have had a Corrective Action Plan in the past two years (July 1, 2015 – July 1, 2017).
  - Remain in good standing - no late reporting, no late invoicing, on-time with all deliverables.
  - Payment withheld if data collection plan is not adhered to and DBHR may revoke an Exemption Request.

# Personally Identifiable Information

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- Specific Requirements:
  - Written rationale for Exemption Request:
    - Program to be implemented, and
    - Efforts to collect data & and why names cannot be collected.
  - Written data collection and reporting plan.
  - Signature on Agreement Form.
  - Maintain good standing with data collection and reporting.
  - Discuss Exemption during monthly check-in with System Manager and Seth.

# Personally Identifiable Information

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- Process summary:
  - Contractor requests an Application (not yet available).
  - DBHR reviews Exemption Request.
  - DBHR and other contractor meeting to discuss Exemption Request, including System Manager and Seth.
  - Implement data collection and reporting plan.
  - Monthly verification meetings with Seth.

# Minerva updates

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- There are weekly TA Calls – schedule posted at [www.TheAthenaForum.org/Minerva](http://www.TheAthenaForum.org/Minerva).
- Use the Help Ticket in Minerva for assistance.
- Email [PrevMIS@dshs.wa.gov](mailto:PrevMIS@dshs.wa.gov) with questions.

