

Psychotropic Medication Advisory Committee
Open Meeting Minutes
Teleconference (Webex)
April 26, 2021
9:00 AM to 12:00 PM

Due to the impact of COVID-19 this was a teleconference meeting only

Committee Members

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| Judge Sue Crane (Chair) | Dr. Josh Moore | Jennifer Tidball | Laverna "Renee" Riley |
| Dr. Laine Young-Walker (Co-Chair) | Dr. Nathan Beucke | Joanie Rodgers | |
| Dr. Manuel Hernandez | Dr. Eric Martin | Al Greimann | |
| Dr. Maya Moody | Mark Roaseau | Sarah Willson | |
| Dr. Patsy Carter | Carrie Bolm | Marlo Williams | |

Additional Psychotropic Medication Advisory Committee (PMAC) Meeting Participants

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| Stacie Frueh | Children's Division, Health Specialist Coordinator |
| Ellen Haynes | Division of Legal Services, Children's Division, Special Counsel |
| Mark Gutchen | Department of Social Services, Miscellaneous Professional/Legal Counsel |
| Dr. Alyssa Bish | Director's Office, Operational Excellence Coordinator |
| Melissa Kenny | Children's Division, Health Specialist Unit Manager |
| Jill Pingel | Children's Division, Health Specialist Unit Manager |
| Makena Mugambi | Paralegal, Children's Rights |
| Sharie Hahn | Department of Social Services, General Counsel |
| Dr. Clark Peters | University of Missouri, Data Validator |
| Jennifer Schulte | Children's Division, Executive Assistant |
| Larry Smith | Children's Division, Program Specialist |

1. Opening Words from the Chair

- PMAC Chair called meeting at 9:03 A.M.
- PMAC Chair informed the PMAC members and participants that the meeting notice was posted a few minutes less than twenty-four (24) hours before the meeting as required under Chapter 610, RSMo due to technical difficulties with the Webex.
- PMAC Chair asked if there were any guests on the call. There were no acknowledgments that there were any guests on the call.
- Motion to approve the minutes from February 22, 2021 was seconded and approved.

2. Agenda Review

A. Establish an individual and process to work on the PMAC Annual report each meeting

- PMAC Chair requested volunteers from PMAC members to assist with the development of the PMAC Annual Report. There were no volunteers.
- PMAC participant who is the Children's Division (CD) Health Specialist Coordinator said that a staff member from CD would work with the PMAC members on the Annual Report.
- PMAC Chair indicated that prior to the next meeting the Chair will send out correspondence to PMAC members who may be asked to help with the Annual report.

B. Update on the Quarterly Review of the Excessive Dosage Guidelines

- PMAC Co-Chair said that the staff at the University of Missouri Kansas City (UMKC) reviewed the Excessive Dosage Guidelines and recommended the removal of medications that were discontinued and no longer available in the United States.
- PMAC Co-Chair mentioned that the UMKC reviews are performed every quarter.
- PMAC member for MoHealthNet said that there was a request to add a newly approved psychotropic medication to the Excessive Dosage Guidelines.
- PMAC member from the Center for Excellence (CFE) asked if the new medication should be placed on the Excessive Dosage Guidelines.
- PMAC member for MoHealthNet said that the new medication is approved by the Food & Drug Administration and has a maximum dosage for children ages 6-17.
- PMAC participant from the Department of Social Services, Miscellaneous Professional/Legal Counsel, mentioned that any sub-committee meeting to change the Excessive Dosage Guidelines would require compliance with the Sunshine Laws, which would include an agenda and notice.
- PMAC Co-Chair said that a PMAC participant from the Health Information Specialist (HIS) Management team would be responsible for ensuring that meetings to discuss changes to the Excessive Dosage Guidelines would meet the Sunshine Law requirements.
- PMAC Chair asked if there was any feedback from CD workers regarding the use of the Excessive Dosage Guidelines.
- PMAC participant from HIS management said there have been internal trainings on the Excessive Dosage Guidelines and there has been good feedback from CD staff about the Guidelines.
- PMAC Chair asked if there has been anything in the Excessive Dosage Guidelines that needed to be changed for CD staff.
- PMAC participant, who is the CD Health Specialist Coordinator, said that the recommendations have been reviewed and when the final changes to the Excessive Dosage Guidelines are complete, the new Guidelines would be posted on the website.
- PMAC Chair said that the process for Excessive Dosage Guidelines review and updates would be the clinical sub-committee's responsibility and CD staff will ensure that the Sunshine laws would be . The clinical sub-committee can revise the Excessive Dosage Guidelines without going through the PMAC for review and approval. The clinical sub-committee will update the PMAC on any changes to the Excessive Dosage Guidelines during each PMAC meeting.

C. Update on Data Validation, Enforcement and Exit Criteria

- PMAC participant who is the Director's Office Operational Excellence Coordinator provided presentation on CD's status with the Data Validator. The topics in the presentation were:
 - Reporting Period Began on April 1, 2021;
 - Data Validator Recommendation;
 - Data Validator Sample Pull; and
 - Data Validator Recommendation Class Sampling.



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- PMAC Chair asked for clarification on the process and if the six-month breakdown is a requirement in the Joint Settlement Agreement (Agreement).
- PMAC participant who is the Director's Office Operational Excellence Coordinator explained that each quarter the Data Validator will provide the sample size to the HIS Team Management, who will perform a review to determine compliance with the Exit Criteria in the Agreement. The six-month breakdown is a requirement in the Agreement for the Data Validator's report.

D. Interactive Stakeholder Webinar Update

- PMAC participant from CD's HIS management indicated that the "Education and Collaboration" workgroup has established the initial meeting and are working on topics for the first presentation.
- PMAC member from CFE mentioned that there have been discussions around trainings for prescribers, legal professionals and a method for continuing education.
- PMAC Chair offered to assist with the legal section of the training.

E. Automatic Review update

- PMAC participant who is the CD Health Specialist Coordinator, announced the addition of an update on the Automatic Reviews to the agenda.
- PMAC participant from CD's HIS management said that the CFE sends a list of Automatic Reviews to the HIS team. The team has ten days to gather documents from the medical record and send them to the CFE. When CFE receives the documents, they can begin their Automatic Review process.
- PMAC participant from CD's HIS management said there was a significant increase in the number of cases pulled between the 4th quarter of 2020 and the 1st quarter of 2021.
- PMAC Chair asked why there was a significant increase in the number of cases pulled in 2021.
- PMAC participant from CD's HIS management explained that the criteria for an Automatic Review changed in 2020 which increased the number of cases pulled.
- PMAC Chair asked if the increase would be stable throughout the year.
- PMAC participant who is the CD Health Specialist Coordinator, said that the Automatic Review criteria should not change.
- PMAC participant from Department of Social Services, Miscellaneous Professional/Legal Counsel, asked if there has been a review of the Automatic Review results to determine if there is any change in prescriber patterns for prescribing medications.
- PMAC participant who is the CD Health Specialist Coordinator, indicated that HIS and CFE have been doing in-service trainings that focus on trends.
- PMAC participant from CD's HIS management mentioned that HIS is working with CFE to address concerns with the multiple prescriber criteria for the Automatic Reviews. The criteria requires a review if there are several prescribers who are prescribing psychotropic medication at the same time; however, some are not multiple prescribers. The prescriber may be a nurse practitioner working under the prescriber.
- PMAC Chair asked if additional Automatic Review criteria could be added.
- PMAC participant who is the CD Health Specialist Coordinator, said that Automatic Review criteria could be added through a PMAC review, if needed.

F. Discussion on Goals for the Committee for 2021

- PMAC member from the Royal Oaks Hospital at Compass Health mentioned that they were searching for a protocol to start emergency psychotropic medications to prevent the child from being admitted into the hospital.
- PMAC participant who is the CD Health Specialist Coordinator, said that this situation is the same as the inpatient procedure in the Agreement and policy for emergency administration.
- PMAC member from the Royal Oaks Hospital at Compass Health said that there has been no discussion about outpatient protocol being the same as emergency administration for inpatient. The PMAC member said that he would talk with the physicians to get in-depth knowledge and a better understanding of the situation and would share the results with the group during the next meeting.
- PMAC member from the Royal Oaks Hospital at Compass Health requested clarification on including the Over-The-Counter (OTC) medications (Benadryl and Melatonin) as psychotropic medications.

- PMAC participant from CD's HIS management explained that Benadryl and Melatonin when used for sleep would be considered psychotropic medications.
- PMAC member from CFE indicated that if the medication is being utilized as a psychotropic medication it would fall under the requirements of the Agreement.
- PMAC Chair read the definitions of psychotropic medications from the Agreement which included hypnotics.
- PMAC member from CFE said that through the residential indicators in the CFE project, medications used for sleep are tracked for children in residential care.
- PMAC member from the Royal Oaks Hospital at Compass Health mentioned that this distinction should be shared with all hospitals.
- PMAC participant from Department of Social Services, Miscellaneous Professional/Legal Counsel, suggested HIS develop a written guideline to provide information about Benadryl and Melatonin as psychotropic medications.

3. Public Comment

- There were no public comments.

4. Action Items

1. Establish an individual and process to work on the PMAC Annual report each meeting.
2. Discussion on starting emergency psychotropic medications on an outpatient basis.
3. Discussion regarding OTC medications (Benadryl and Melatonin) as psychotropic medications.

5. Meeting Adjourned

Meeting was moved to adjourn at 11:39 A.M.

Due to the COVID-19 pandemic, 2021 meeting(s) will continue to be held virtually. The next PMAC meeting date is July 26, 2021. The proposed PMAC meeting dates are October 25, 2021, November 22, 2021 and December 27, 2021.