CQI Meeting Activity Log

Location (Office/County/Circuit/Area/State Office): Missouri, County-First Level Team
Date: 1-3-13

Participants:

AGENDA TOPICS

- Incidents, Accidents, and Client Grievances
- Program Evaluation Data
- Improvement Projects
- Other

X Staff/Client Satisfaction Data
- Peer Record Review Data
- Safety and Risk Management
- Past Issues

Summary of Data:
70% of youth in foster care that completed the ILP program felt they were prepared to live independently.

Review of Progress to Achieve Outcomes:

Brief Discussion Points

<table>
<thead>
<tr>
<th>Brief Discussion Points</th>
<th>Next Steps/ Implementation Strategy</th>
<th>By Whom</th>
<th>Due Date</th>
<th>Desired Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussed all aspects of the ILP classes and skills addressed.</td>
<td>Staff with youth in care 16 years of age and older will discuss with youth the ILP classes and determine what additional assistance they may need.</td>
<td>All Out of Home Care Staff</td>
<td>4-1-13</td>
<td>100% of youth that completed the ILP program feel prepared to live independently.</td>
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<tr>
<td>Appropriateness of referrals. Are all eligible youth being referred.</td>
<td>Check youth on caseloads to assure all have been referred to ILP classes.</td>
<td>All Out of Home Care Staff</td>
<td>4-1-13</td>
<td>100% of eligible youth have been referred to the ILP classes.</td>
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