

Protocol for BTC Survey for Effectiveness of Behavior Treatment Plans 9-14-10

Consumers who receive the H2000 service may be included in the survey. Each BTC Chair (or designee) will develop the list of who is to be surveyed. This will include the BTC docket of active consumers at a minimum.

BTC will determine who to send a survey: parent, guardian, and/or staff. The cover letter will be developed by local BTC. Establishing a specific number of staff surveyed for all consumers will minimize the possibility of biased results based on any single consumer. If only considering the results on a case by case basis this bias is less important. This list will be given to the QI staff for distributing and collecting the data.

QI staff will send the surveys sent out and have them returned on a set schedule. Mailing may not be the best format for all concerned. QI and the BTC leader will work to decide the best approach. It may be that having staff fill out the survey at the group home staff meetings is more effective than mailing them. It will be possible to determine the category of respondent by the check off on the survey: guardian/ family/ staff

Each Board may set the timeframe for distribution and response. At this point in time, our thinking is to survey annually. This may be modified based on the responses to this first survey. The survey and report are to be completed by the end of the first quarter of FY11. The CMHSP will prepare a summary report by respondent type and individual item for NorthCare and MDCH.