



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Dennis R. Schrader, Secretary

MEMORANDUM

DATE: March 21, 2017

CCPC HO Memo #17-05

TO: Health Officers
CRF Cancer Program Directors, Coordinators and Staff
SAHC CRF Program Directors, Coordinators, and Staff

FROM: Cindy Domingo, Program Manager
Cigarette Restitution Fund Programs Unit, Center for Cancer Prevention and Control

RE: Teleconference on CRF Cancer Programs – Tuesday, March 21, 2017

Attached is the agenda for the Teleconference on **Tuesday, March 21, 2017, from 10:00 a.m. – 12:00 p.m.**

If there are problems, we will send out an e-mail notifying you about what is happening, so please check your e-mail. If you have any trouble dialing into the audio-conference call, contact DHMH Teleconference Services at (410) 767-5108 and a staff member will assist you. You may connect into the conference call **as early as 9:55 AM, NOT SOONER, PLEASE.**

Conference Call Procedures: PLEASE GO SLOWLY AND FOLLOW THE PROMPTS

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CRF-Cancer Prevention, Education, Screening and Treatment Teleconference
DHMH Center for Cancer Prevention and Control
Tuesday, March 21, 2017, 10:00 AM-12:00 PM

Agenda

- 1) **Guest Speaker-American Cancer Society (ACS):** (Kathleen Connors-Juras, Health Systems Manager, State-Based South Atlantic Division, ACS)
 - a) ACS in Maryland and ways we are working with Colorectal Cancer 80% x 2018 goal:
 - (1) State based systems (state department of health, health plans, QIO's, employers)
 - (2) Cancer Coalitions, Cancer Collaborative, Task Forces
 - (3) Hospital systems
 - (4) FQHCs/Community Health Clinics
 - b) Ways ACS supports colorectal cancer (CRC) prevention efforts:
 - (1) Technical assistance
 - (2) Webinars
 - (3) Best practice meetings
 - (4) Meeting content
 - (5) Resources/ materials/ information

- 2) **Outreach to Primary Care Medicaid Providers** (Michael Dark, Maryland Colorectal Cancer Control Program (CRCCP))
 - a) List of primary care Medicaid providers by jurisdiction
 - b) Opportunity to increase provider networks and 80% x 2018 outreach planning

- 3) **Surveillance and Evaluation Unit (SEU) Updates** (Dr. Maria-Theresa Okafor):
CDB Updates
 - a) **Cycle Document Upload Reminder:** Effective 3/31/16, all Procedure and Pathology Reports and Pre/Post Office Visit Progress Notes (if applicable), are required to be uploaded as cycle documents into the CDB and saved using the following naming convention:

CDB ID-cycle number description/type of report date of report
Example: 47022-2 path report 04-29-2013.pdf

Please see CCPC HO Memo# 16-05 for additional details (available from the CDB Help Menu)
 - b) **CDB Forefront User Access Update:** Access issues have been resolved
 - c) **Client Deletion Request Form Reminder:** Please evaluate your deletion requests before submitting to SEU:
 - (1) Can the client be enrolled in patient navigation?
 - (2) Can the client be discharged from the program (i.e., ineligibility, lost to follow-up etc.)?
 - d) **CDB Training:**
 - (1) Next training: 4/3/17
 - (2) To register for CDB training, please contact: dhmh.cdbhelp@maryland.gov

EDB Updates

a) **EDB Modifications (layout and reports):** Updates and modifications are in progress: please monitor system messages; users will be notified of any system downtime

- (1) Reminder: Activity summaries for reports available via data download; data and reports prior to FY17 available from EDB Archive menu

b) **EDB Guidance and Tips**

CRC Benchmark Reports

a) **Update:** Effective FY17, quarterly CRC Benchmark Reporting to include CRC Benchmark QA Review tables.

b) **Reminders:**

- (1) CRC Benchmark QA Review response was due 3/15/17
- (2) Include steps taken to address any benchmark QA issues and specify the associated CDB ID#s

3) **Administrative Updates** (Dwayne Selph)

a) **Persons and Organizations Document:** The CRFP Unit plans to remove the ‘*Persons and Organizations Receiving CRF-CPEST Funding*’ document from the Grant Application Process and will incorporate the document into the end of year reconciliation process (*See Attachment 1, Persons and Organizations Receiving CRF-CPEST Funding*).

- (1) Current Law: ***"Each year, after the first year of funding, identify all persons who received money under a local public health cancer grant in the prior year and state the amount of money that was received by each person under the grant;"***
- (2) Coordination with Program and Fiscal staff: The CRFP Unit plans to provide preemptive information to programs and would like to request input on how to effectively communicate the changes to the appropriate program and fiscal staff.

b) **Screening vs. Diagnostic Co-Pays and Deductibles:** Programs may notice a co-pay/deductible on the CPT Code 45378 because new rules may classify CPT Code 45378 as a diagnostic CPT Code. This new classification recognizes the CPT Screening codes to be G0105 or G0120. Refer to the Medicare Processing Manual for Preventative and Screening Services, Chapter 18, page 140, section 60.2.2 <https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/clm104c18.pdf>

4) **Clinical Updates** (JoAnn Johnsnton)

a) **FIT Re-training - 3/29/17:** Mark your calendars. On **March 29th** at **2 p.m.**, the CRFP Unit will host a FIT Re-training webinar for programs providing colorectal cancer screening. The training will provide an overview of FIT screening and existing program guidance regarding appropriate implementation FIT screening with clients.

5) **Quality Improvement Updates** (Paul Galonsky)

a) **Needs Assessment:** We would like to thank the programs for their participation in the CRF-CPEST Needs Assessment that was sent to programs in February 2017. The CRFP Unit is reviewing results of the needs assessment. A summary of the feedback received will be discussed on the next teleconference call in April. Your input is valuable and will allow us to determine priority areas of improvement related to processes, development of program resources, and implementation of trainings.

- 6) **Health Education Updates** (Lacey Bokeloh)
- a) **Program Sharing:** Programs are asked to share some highlights from their colorectal cancer awareness month activities.
 - b) **Colorectal Cancer Awareness Toolkit:** Programs received the newly updated FY17 Colorectal Cancer Awareness Month Toolkit which includes the *Colorectal Cancer Education and Outreach Guide* and the *80% x 2018 Call To Action Resource Packet*. Programs are welcome to provide and share their feedback by contacting Lacey Bokeloh at lacey.bokeloh@maryland.gov.
- 7) **General CRF Updates** (Cindy Domingo)
- a) **Budget Modifications:** Budget modification requests were to be submitted to respective program leads by March 15, 2017. All budget modifications are currently being reviewed. Any additional requests for information to finalize your budget modification will be communicated prior to submission to DGLHA by the **April 15 submission deadline**.
 - b) **FY18 Grant Application Budget Training:** The CRFP Unit will conduct webinar trainings for both fiscal and program staff involved with completing the budget documents that are part of the annual grant application. We will disseminate a *Doodle Poll* to essential staff to determine a several dates and logistics for the webinar training. We request that coordinators please submit an e-mail by 4/1/17 to Cindy Domingo at cindy.domingo@maryland.gov with the names of essential staff who will need to participate in the training.
 - c) **Regional Outreach Forum:** Save the Date **May 9th, May 11th, May 17th, May 23rd** (*See Attachment 2, 2017 Regional Outreach Forum*):
 - (1) The Maryland BCCP and CRF Cancer Prevention, Education, Screening, and Treatment (CPEST) Program will be hosting the “2017 Statewide Cancer Screening Forum: Increasing Cancer Screening Rates Through Enhanced Partnerships!”. The event will be held at four regional locations. Additional information is forthcoming. Please note that registration space will be limited per program site.
 - (2) This is an opportunity for BCCP and CPEST programs and their local partners to learn how they can effectively work together to increase cancer screening rates.
 - (3) Programs are asked to think about at least one community partner they would like to invite to participate in the forum. Programs are encouraged to look to their local MOTA partners, referring providers, coalition members, and FQHCs as potential partners to invite.

Future monthly teleconferences are scheduled for the third Tuesday of each month in the 2017 calendar year, from 10:00 a.m. to 12:00 noon, unless advised otherwise:

4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17, 11/14, 12/19

For information on other Center for Cancer Prevention and Control programs, please see the contact list below:

Breast and Cervical Cancer Program and Colorectal Cancer Control Program:

Sara Seitz at 410-767-6777 or sara.seitz@maryland.gov

Breast and Cervical Cancer Diagnosis and Treatment Program:

Patricia Harvey at 410-767-5738 or patricia.harvey@maryland.gov

Maryland Cancer Fund:

Tiwanica Moore at 410-767-6213 or tiwanica.moore@maryland.gov

Maryland Cancer Registry:

Kimberly Stern at 410-767-5521 or kimberly.stern@maryland.gov

Maryland Comprehensive Cancer Control Program:

Brian Mattingly at 410-767-2037 or brian.mattingly@maryland.gov

Surveillance Evaluation Unit (SEU):

For any CDB or EDB related inquiries please send an e-mail to:

CDB Help Email: dhmh.cdbhelp@maryland.gov

EDB Help Email: dhmh.edbhelp@maryland.gov