

## **Illinois Department of Healthcare and Family Services (HFS) PCCM Respiratory Health Advisory Workgroup**

### **Goal**

To serve as a communication vehicle between the Illinois Department of Healthcare and Family Services (HFS) and its PCCM program administrator, Automated Health Systems (AHS) for the Illinois Health Connect Program and the statewide respiratory health community on issues of program administration.

### **Tasks**

The Respiratory Health Advisory Workgroup will:

- Review and make suggestions on the design, execution and coordination of the respiratory-related components of the Illinois Health Connect program.
- Identify potential areas of cooperation/coordination between the PCCM program the Illinois Department of Public Health (IDPH) respiratory initiatives and local, regional and state level respiratory coalitions;
- Recommend to the HFS Steering Committee effective strategies to improve the overall health of program enrollees with respiratory health issues;
- Provide suggestions and feedback on Illinois Health Connect participant materials that address respiratory health;
- Collaborate with Illinois primary care and specialty care professional organizations, academic medical centers, and residency training programs to promote delivery of asthma care that is consistent with the best available evidence-based standards of care;
- Provide suggestions and feedback to support the Quality Management Program for Illinois Health Connect.

### **Membership**

The Respiratory Health Advisory Workgroup takes its direction from, and reports to the Illinois HFS Steering Committee.

The Respiratory Health Advisory Workgroup will be composed of citizens of the state of Illinois with experience, knowledge, and interest in the delivery of health care services to low income citizens and medically vulnerable groups with respiratory health issues, at

risk for respiratory illness and their family members and/or caregivers. Membership is voluntary and open to any interested party.

The Respiratory Health Advisory Subcommittee will be chaired by the Illinois Health Connect Quality Assurance Manager.

Membership may include, but is not limited to:

- Physicians, nurse practitioners, physician assistants in primary care specialties such as Family Practice, Internal Medicine and Pediatrics who are familiar with the medical and behavioral health needs of low-income population groups;
- Physicians with subspecialty training in Pulmonary Medicine and Allergy-Immunology who care for more complex and difficult to manage patients with respiratory health issues;
- Lay Health Educators with special interest/training in respiratory health education;
- Current medical providers of medical assistance services to PCCM Program enrollees with respiratory health issues;
- Members of local, regional and state level asthma coalitions;
- Academic medical center faculty and staff with research interests in asthma/COPD prevention, control and health services delivery
- Representatives from respiratory-focused consumer advocacy, professional and trade organizations;
- Representatives from HFS and IDPH;
- Illinois Health Connect staff;
- Other persons interested in, or knowledgeable about respiratory health

### **Meetings**

The Respiratory Health Advisory Workgroup will meet at least semi-annually. The HFS Steering Committee may request additional or special meetings.

The agenda for meetings will include topics identified by HFS staff, the Steering Committee, and the Workgroup Chair and/or workgroup members. Agenda items and meeting materials will be submitted by the Chair to HFS staff and Subcommittee members at least 3 business days in advance of each scheduled meeting.

Meetings may be conducted via teleconference or in-person at the discretion of the Workgroup Chair. All in-person meetings will include a teleconferencing option to maximize opportunities for participation.

Written meeting minutes will be recorded for all Respiratory Health Advisory Workgroup meetings. Minutes will be submitted to the designated HFS contact within 5 business days after each scheduled meeting for review and approval.

After HFS approval, meeting minutes will be distributed to Workgroup members via email or regular mail. With HFS approval, minutes may also be posted on the Illinois Health Connect website.