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**AGENDA ITEM:** Update on Data Quality Workgroup**ENCLOSURES:**

- MHSOC Evaluation Committee DATA Quality Workgroup Meeting Notes 6/1/11

**OTHER MATERIAL RELATED TO ITEM:**

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**Issue:**

At the April 2011 Evaluation Committee meeting a motion was approved to establish a work group that includes evaluation experts, clients, family members, and representatives from underserved communities to develop deliverables that will lead to accurate and reliable data to allow meaningful reports. The workgroup convened on June 1<sup>st</sup>. A report of recommendations provided by the workgroup is attached and will be presented to the Evaluation Committee at the June 22<sup>nd</sup> meeting for consideration among other priorities.

**Background:**

The motion resulting from the April 20<sup>th</sup> Evaluation Committee meeting approved the Data Quality Workgroup to be charged with developing deliverables for a contract to be funded with part of the \$1M which will lead to accurate and reliable data and thus allow meaningful reports to be generated. The recommendations provided by the Workgroup at its June 1<sup>st</sup> meeting are included in the scope of work of the contract for the Data Quality Needs for the Data Collecting and Reporting (DCR) System. One time funds are currently available to accomplish this important task.

The Workgroup recommended evaluation priorities for existing technical issues with the current DCR system that need corrections and/or updates in order to obtain accurate and reliable data. Once data is submitted to the DCR system, regular reported feedback is not available to counties and technical assistance is not provided to determine if there are any problems with the reported data. It is also very difficult and time consuming to make corrections to data that has already been submitted. It is essential that overall client/outcomes are accurately reported to ensure an effective evaluation which is necessary for the MHSOAC to fulfill it's oversight role.

The evaluation priorities that the Workgroup recommended are summarized as follows.

- a. Continue to implement the technical changes to the DCR which is the data system for FSP outcomes to allow correction of data submitted, XML submission of data for more counties, automated reports to counties that flag anomalies.

INFORMATION

TAB SECTION: 1

X ACTION REQUIRED

DATE OF MEETING: 6/23/11

PREPARED BY: Hood, Lyon

DATE MATERIAL PREPARED: 6/8/11

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**BACKGROUND (continued)**

- b. Provide automated data quality reports with some basic client counts. Training of counties on how to download the data into an Access database to develop more specific reports is needed.
- c. Provide more user friendly documentation (user manual, data dictionary, application notes to solve most common county challenges with DCR) and training for counties.
- d. Provide training for basic statistical analysis, interpretation and presentation of FSP data at the local level.

**Approved Motion from April 20, 2011 Evaluation Committee meeting:**

*The Evaluation Committee will form a workgroup that includes evaluation experts, clients, family members, and representatives from underserved communities to perform the following task and report back to the Evaluation Committee at its next meeting:  
Develop a set of deliverables for a contract to be funded with part of the \$1M which will lead to accurate and reliable data and thus allow meaningful reports to be generated.*

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