

Present (please check) Please circle note-taker		CMHAMM Work Group Meeting Minutes DATE: 2/23/05 LOCATION: Gratiot WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Heather Betts Andy Igel Lori Richardson Brenda Monk Deborah Cline Randy Betts
x	All present Joanne (note-taker)		
Guests:			
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Topics Discussed		Discussion/Decisions	Action/Responsible Party
EQRO Update		<p>HSAG requested a copy of the 04/05 indicators submitted to DCH January 31st and clarification that the PIHP excluded dual eligible from indicators 4 and 5. Shortly after this information is received, HSAG will be submitting their report to DCH.</p> <p>The CMHAMM QI group will be working on developing and monitoring standards for reporting performance indicators for Preadmission Screening and Supported Employment to DCH. Further information is not available at this time.</p>	
Encounters: File Submission Counts Fiscal Year 2003/2004 service count validation		<p>DCH requested the PIHP validate service counts. CEI has completed the analysis and found that there were discrepancies in several service codes. DCH sent raw data on service codes H2015, H2016, T1020, T2038 and S5161. After further analysis it was discovered that the services in the DCH warehouse matched what the PIHP warehouse shows was submitted.</p> <p>The discrepancies were due to the method of submission and claim number differences, however the services were identical. This type of scenario should not occur for FY04/05 when encounters are reported out of the 837 data warehouse.</p>	
Encounters: Addenda Version Status Standard File Names FY03/04 File Submissions		<p>The PIHP has been approved by DCH to submit the 837 1040A1 version. CEI will continue to test files submitted by affiliates and communicate any problems with addenda files. The electronic response file and a readable .pdf will be sent during this testing stage.</p> <p>The standard file name developed for encounter files appears to be sufficient. A QI file name standard was also agreed upon; Board initial, 'QI', then the date the file was produced (yyyymmdd).</p> <p>Example: NQI.20050115.csv, Newaygo QI produced on January 15th, 2005.</p> <p>DCH will continue to receive FY03/04 encounter files through the end of this week. All files will be submitted by 2/25/05.</p>	
IMD days for adults and children		<p>Newaygo asked how everyone was reporting encounter data for adults and children in IMD facilities. It is not clear if the days should be reported as 0100 for only the populations that Medicaid will pay for. Debbie Cline will check further and contact Pam Torres at CEI for clarification.</p>	

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HIPAA Security		Andy Igle presented Ionia's process for reviewing the HIPAA Security regulations and a general summary of what is required. Ionia developed policies and procedures that they deemed necessary to meet HIPAA Security. Copies of these policies and procedures were distributed.	
Ionia Encounter Data		Ionia reviewed five high volume consumer activities in their data system and found that some of the encounters had been over-reported. The CTB client data system was allowing increments that were under the unit requirement to pass billing edits. For example, a 10 minute case management contact was allowed through and reported as a 15 minute unit. There were also some instances of a change to a service in CTB that caused it to be pulled with a new claim number as a new encounter. Ionia will continue to do analysis on the problem, but believes it is a very small percentage, affecting less than 200 services of the PIHP 5.4 million units of service reported. Other boards have not found this problem in their data systems. It seems that the 837 tool used to extract the data from Ionia's system is relying on CTB billing edits, which were not working.	