

DRAFT – Not reviewed or approved by committee

**NSMHA CIS Committee
NSMHA Conference Room
November 20, 2007
1:00-3:00 p.m.**

MINUTES

Present: Tera Boonstra, Compass; Barbara Browning, *bridgeways*; Jennifer Whitson, WCPC; Steve Carpenter, WCPC; Debbie Buse, Sunrise Services; Carol Van Buren, Sunrise Services; Marsha Murray, Compass; Greg Long, NSMHA; Michael White, NSMHA and Rebecca Pate, recording.

Absent (excused): Snohomish County,

The meeting was called to order 1:02 pm. Introductions were made.

CIS Workgroup Charter

Michael stated it was requested to put the charter on the agenda last month. No feedback was received so it will be tabled till next month due to lack of attendance at today's meeting.

Data Cleanup Reports

Michael asked if anyone had anything for agenda. Marsha said they have worked with some reports that people have been unable to figure out and Judy has reviewed the state side. They came up with people still cleaning up data that is over a year old. When they transmit this year old data, they receive an error and they wanted to know if a filter could be done to correct this error. They are getting errors back on several reports they submit, for example, the 837I stating services are present but episodes are missing. She said if that could be cleaned up a lot of the flashbacks could stop. On the DC1230 report she asked that services dates that do not match could be provided to them for easier tracking. On the DC1260 report two things found is the agencies do not have access to the hospital access database or see the E&T records, which results in reporting problems. Marsha said when working this report it would be helpful to have access to this information. She said some of the reports she reviewed is overlap between discharge and agency services dates. Michael and Marsha stated that data entry applies at wherever the head is lying at midnight. Marsha said the hospital discharge date should be discharge date minus one and she believes the hospitals may not be doing this. She asked Michael to research and see what can be done to correct this.

Two new reports check & see if any HH modifiers with HOO1& 2 to see if all information is received. Place of service 57 CD facility should not be transmitted to NSMHA.

Marsha said they are performing a comparison of Tuesday reports to find errors and see if anything can be done to correct problems. She said they would conduct more data analysis and come next month with additional information.

Michael said one report related to jail placement service code use to be 94 and translated to 99 and the valid service code is 09. Marsha said that has been fixed. Michael said a number of reports no longer have data, which is due to all the hard work of agencies.

Marsha said they have not received their data certification and Michael said he would get those out to them.

Queries/Report Structure Used for Payments

Michael said this was requested and they are not in a presentable format yet due to lack of supporting documentation. NSMHA is working on developing this but still needs some work. Tera requested this group see this before payment is done. This would provide an opportunity to discuss problems that might occur. Marsha & Tera said development of a subgroup would be good to conduct discussions with Michael and Dennis and collaborate on this. Representatives from the report writing group to start and proceed from there. There will be a subgroup meeting Wednesday, November 28 at Sound Data from 10:30 to 12:00.

Corrections to Services

Does it come across as a new service or as a corrected service? It can come across as both depending on how it is coded. If a correction to record you have is done NSMHA should receive a correction. If a delete comes up, it would show as a deletion on the NSMHA side. Marsha said a minor glitch on their side was corrected so NSMHA now receives all necessary data. Marsha asked about the reconciliation that Bill mentioned. Michael said from his understanding in March a reconciliation will be done by the 10th regarding January's data. Dates used are what will need to be worked out as part of the discussion with the workgroup.

Data Dictionary

Michael said it is commonly referred to as the “yellow or core document”. Michael said modifications have been done and he put on the website last Friday. He asked people to review it and let him know about any bugs you discover or any additional information you might want included. He conducted a brief overview of the new document with the group on the overhead. Marsha asked if there is business rules written as to data entered and authorization is given. What happens if they “no show” three times. Are there rules/policies regarding this? Michael said there was not at this time and Marsha said it would be extremely helpful to have a definitive place/policy to come to when asked questions regarding this. Marsha said re-admits is another area this would be helpful.

Other Items

None mentioned.

Open Discussion

Michael said one thing NSMHA is looking at doing is having open discussion at meetings. He opened the floor for discussion. Jennifer said they are waiting to hear about their jail services issues and Michael said after receiving her email he discussed this with Mike and it was mentioned that a waiver request be submitted. He has not seen any waiver's come through. Greg said discussions are being held with CMS regarding the waiver.

Tera said VOA should be reminded to send a representative to this meeting.

Tera asked how the EQRO audit went. Michael said two pieces regarding IS went well and policies received from all were appreciated. Greg said it was strange and the Feds want an EQRO audit done yearly; therefore, it was much more brief than before. Greg said a statewide report will be issued. They made some recommendations but no significant findings.

The next meeting will be December 18th at 1:00 in the NSMHA Conference Room.

The meeting was adjourned at 2:15 pm.