TO: Chief Executive Officers
     Medical Directors
     Chief Information Officers

SUBJECT: ENCOUNTER DATA WORK GROUP

The Medi-Cal Managed Care Division (MMCD) has formed an Encounter Data Work Group to discuss and resolve issues surrounding encounter data and assist MMCD to develop standards and guidelines to improve the quality of encounter data reported to the Department of Health Services. The first meeting of this Work Group will occur on May 14, 1999. A draft of the first agenda and a list of participants in the Work Group are enclosed for your information. Representatives from outside MMCD and the Department will be invited to attend and participate in discussions as appropriate.

Selections for participation in the Work Group were designed to broadly represent the functional areas required for the production of encounter data. These include Information System Managers, Chief Executive Officers, Medical Directors, and Quality Improvement Coordinators. Each Medi-Cal managed care program model required to send data to the Department was included in the Work Group. Consideration was also given to including corporate representatives for health plans contracting under more than one health plan model. Finally, an effort was made to select individuals not already involved in other work groups.

The participants in the Work Group have committed to meeting one day per month for a period of at least one year. These individuals are expected to represent both their health plan and their health plan model. As usual, MMCD will release the work products of the Work Group to the health plans for review and comment prior to release of any final policy letters, procedures, or guidelines.
If you have questions or comments regarding this all plan letter, please contact Mary Fermazin, M.D., M.P.A., Chief of the Office of Clinical Standards and Quality, at (916) 653-5297.

Susanne Hughes
Acting Chief
Medi-Cal Managed Care Division

Enclosures

cc: Mary Fermazin M.D., M.P.A., Chief
Office of Clinical Standards and Quality
Department of Health Services
714 P Street, Room 650
P.O. Box 942732
Sacramento, CA 94234-7320
ENCOUNTER DATA WORK GROUP

May 14, 1999
714 P Street, Room 662
Sacramento, CA

10:00 a.m.–1:00 p.m.

PROPOSED AGENDA

I. Welcome and Introductions--Sue Hughes (20 min)

II. Meeting Dates and Location--All (20 min)
   A. Alternate meeting location between north and south
   B. Second Friday of each month

III. Refine Work Group Purpose (30 min)
    Initial Statement of Purpose:
    Resolution of data issues to improve quality of encounter data

IV. Presentation--Encounter Data Process (45 min)
   A. Intake and Review of Encounter Data (MMCD--Data Management Unit)
   B. DHS Processing (MIS/DSS Project)
   C. Building Relational Database (Medstat Group)

V. Identify Topics and Priority for Discussion
   A. Provider Reporting
   B. Definition and Reporting of "Denied" Services
   C. Definition and DHS use of "non-eligible" month of service
   D. PM–160 Reporting issues
   E. HCPCS Level III coding
   F. Selection of Indicators in Plan Profile Reports
   G. Feedback to Plans of Encounter Data Processing
   H. Other issues
ENCOUNTER DATA WORK GROUP PARTICIPANTS

Health Plan Representatives:

Maureen Hanlon, QI
Dr. Dawn Wood, CEO
Cyndhyi Nustad, MIS
Mary Dewayne, CEO
Jonathan Tanayo, CIO
Bruce Chernoff M.D.
Kathryn Foster, Provider Data Management
JoAnn Gable, QI
Phil Brandstetter, CIO
Carolyn Marley MIS
Carolyn Foster QI/MIS
Scahnaz Nikpay, CEO
Robert Freeman, CEO
Bob Chernis MIS Manager
John Pawlyshyn, CIO

*Cherie Payne

Alameda Alliance for Health
Blue Cross
Cal Optima
Community Health Group
Health Net
Health Net
Health Plan of San Mateo
Inland Empire Health Plan
Kaiser Foundation Health Plan
Omni Healthcare, Inc.
San Francisco Health Plan
Santa Barbara Health Initiative
Santa Cruz County Health Options
Santa Clara Family Health

Interested Parties:

Crystal Hayling, Director
Frank DeBernardi, Chief
Carol Diephuis, Vice President
Medi-Cal Project Director

*Alternate

Medi-Cal Policy Institute
California Healthcare Foundation
Department of Health Services
Management Information Systems/
Decision Support System Project
Medstat Group