

**Health Plans and Other Payors  
Stakeholder Working Group  
Teleconference Meeting MINUTES  
November 22, 2004  
DSHS, Room T-609  
Austin, TX**

**ATTENDEES:**

**Present in Austin**

Angie Miller, Firstcare

**Teleconference Participants**

Alan Chernov, MD, Blue Cross & Blue Shield of TX

Carol Huber, Community First Health Plans

Julie Munster, Cook Children's Health Plan

Shonnie Conley, Driscoll Children's Health Plan

Lydia Lozano, Driscoll Children's Health Plan

Gary Young, HHSC

Nadine Hauf, Parkland Community Health Plan

Ava Norris, Parkland Community Health Plan

Suzanne Feay, Superior Health Plan

Jerald L. Zarin, MD, Superior Health Plan

Steve Nesbit, Unicare (Wellpoint)

Brooke Burneside, AETNA

Helen Redfield, ImmTrac (EDS)

**Department of State health Services (DSHS) staff**

Claude Longoria

Adriana Rhames

Lola Davis

Cynthia Pryor

Ann Grizzard

John Gray

Susan Nunnery

**OPEN MEETING**

**Brief Participant Introductions**

Claude Longoria, ImmTrac Group Manager, convened the meeting and introduced himself and other ImmTrac staff present to teleconference participants. Mr. Longoria asked all teleconference participants to announce their presence as he read out workgroup member names from the workgroup roster.

After participant introductions, Mr. Longoria reiterated the purpose of the workgroup: to disseminate information regarding the ImmTrac registry, reporting requirements for payors, and solicit feedback from Stakeholders.

## **REVIEW & APPROVAL OF INITIAL STAKEHOLDER MINUTES**

Following Mr. Longoria's comments, Adriana Rhames, ImmTrac Program Specialist, briefly reviewed the minutes from the initial Stakeholder meeting held on Thursday, October 28, 2004. Ms. Rhames informed participants that the minutes had been posted on the ImmTrac webpage and asked participants to communicate any comments to her by Noon on Friday, December 3.

Mr. Longoria introduced and discussed the *House Bill 1921 Implementation Timeline Relating to Health Plans and Other Payors* document e-mailed to all workgroup members prior to the teleconference and provided as a handout at the meeting location. Mr. Longoria discussed all documented activities beginning with passing of House Bill 1921 in June 2003, through expected implementation (January 31, 2005) of the process for enabling payors to electronically request Immunization History Reports from ImmTrac. Included in the Timeline discussion were the dates new ImmTrac rules were approved and became effective, activities with Payors and health plans for the purposes of sharing information, and the January 1, 2005 deadline for implementation of processes allowing for DSHS consent verification, Payor electronic reporting, and the HHSC-ImmTrac reporting interface.

Mr. Longoria also acknowledged that some Stakeholders participating at the October 28, 2004 meeting had expressed concerns about reporting to ImmTrac by the January 1, 2005 deadline. Mr. Longoria reiterated that it is a DSHS priority to have systems in place to support such interfaces by the January 1, 2005 deadline, adding that the hope was for all parties to be working diligently to meet reporting requirements at the earliest opportunity. He also acknowledged the demands on IT staff. Questions relating to the reporting and registration processes, submitting test files, queries and requesting immunization histories from ImmTrac, were asked by Stakeholders and addressed by Mr. Longoria prior to moving on to the next agenda item.

## **DATA ACCESS & REPORTING GUIDELINES**

### **Payor Registrations for ImmTrac Access**

### **Memorandum of Understanding (MOU)**

### **Confidentiality Statement**

In reference to the *Payor Registration* document, the *MOU* and the ImmTrac *Confidentiality Statement*, Mr. Longoria noted/pointed out the following:

- its availability on the ImmTrac webpage
- allows Payors to request access and import capability
- same document will allow for request of query capability (near future, when feature becomes available)
- each site/facility within each organization must register separately
- Texas law requirements and "Payor" definition noted near bottom of page 2
- Memorandum of Understanding (MOU) details user's and DSHS' responsibilities
- Signature requirement on page 4 refers to users' understanding of responsibility to maintain data confidentiality.

## **HIPAA Data Exchange Statement**

- Mr. Longoria discussed *Impact of HIPAA On Reporting to the Texas Immunization Registry* document e-mailed to workgroup members that morning and made available to attendees at the meeting location. Mr. Longoria noted the ImmTrac-related HIPAA exceptions under which disclosure of private health information may continue: If disclosure of private health information is required by law
- If disclosure of private health information is required for public health activities.

A question regarding release of ImmTrac information by a Payor to physicians was asked and comments were made about payors possibly contacting their legal departments.

## **Electronic Transfer Standards for Payors**

Mr. Longoria discussed the *Electronic Transfers Standards for Payors* handout, noting the following:

- The document specifies the electronic file structure
- Specifications have been in place for over two years – being used by Medicaid to report to ImmTrac
- Originally designed to allow ImmTrac to receive information from providers
- Difference in specifications for Payors is the “P Segment” which allows for capturing of provider information.

In response to a question regarding CPT and/or other code acceptance, it was stated by ImmTrac staff/contractor that ImmTrac will only accept CPT Codes. It was suggested by ImmTrac/contractor staff that payors provide as much demographic information on the client when requesting immunization histories to help the system identify the client more easily. An additional question relating to the HHSC-ImmTrac interface was posed. ImmTrac staff/contractor stated that ImmTrac technical staff has been in contact with HHSC staff regarding the I-CHIP file format.

Mr. Longoria moved to the next item on the agenda

## **DISCUSSION**

### **Issues and Concerns**

### **Proposed Solutions and Action Items**

The discussion portion of this meeting raised various issues and concerns:

Concerns about HIPAA due to the immunization history request procedure were expressed. Mr. Longoria suggested payors ask their legal departments to contact the DSHS HIPAA office and assured participants ImmTrac will take appropriate steps to ensure patient data confidentiality. Mr. Longoria pointed out all other users will have access to any record in the registry, assuming they have the correct information to find it. He also stated that any data file submitted to ImmTrac is considered “transient data” and will not be retained longer than it is needed.

Excitement over the use of registry data for HEDIS reporting was expressed, as well as the possible need for a statement from DSHS assuring/certifying that DSHS has

reasonable data quality processes in place. The statement would be used to report to health plan auditors from NCQA who review HEDIS reports.

The question of whether or not third party administrators would need to register for ImmTrac was asked. Mr. Longoria stated each facility/site/location must be registered.

Mr. Longoria asked if any entities were experiencing problems meeting IT requirements as defined in the *Electronic File Transfer Standards*. No workgroup members reported IT problems. Mr. Longoria added that ImmTrac IT staff does not anticipate any problems arising from development of the HHSC-ImmTrac electronic interface. In closing the "Discussion" agenda item, Mr. Longoria requested Stakeholders send ImmTrac specific information on reports, report fields or data elements most useful to them to assist in determining future development needs.

## **Review Decisions and Action Items**

### **Next Meeting 12/16/04 (Tentative)**

Mr. Longoria mentioned the next Stakeholder Workgroup meeting had been tentatively scheduled for Thursday, December 16, from 2:00 p.m. to 4:00 p.m.

### **Next Meeting Agenda Suggestions**

Participants were asked for suggestions on agenda items for the December 16 workgroup meeting. The following suggestions and comments were made:

- What should health plans do with reference to HIPAA (Mr. Longoria asked if anyone could research this issue. One participant stated she would attempt to research this issue.)
- What reports will be available for Health Plans
- Update on the IT: file formats and process implementation
- Information on how providers are doing with respect to signing up for ImmTrac
- What can health plans do to increase provider participation in ImmTrac?
- Can health plans divulge information on general providers (Mr. Longoria said he would look into this issue)
- Procedure/Plan for requesting immunization histories from ImmTrac

### **Meeting Evaluation**

- Meeting time was appropriate
- Teleconference system worked well
- "Face-to-Face" meeting every once in a while preferred over Teleconference every time.
- Would like next meeting (12/16/04) to be "face-to-face"
- Agenda was good
- Good job of sticking to agenda and times

### **Closing Comments & Adjourn**

Mr. Longoria thanked all participants, expressed interest in continuing to work together to improve ImmTrac, then closed the meeting.