



# All-Payer Claims Database

Development Manual

Establishing a Foundation for Health Care Transparency and Informed Decision Making

Developed with the support of  west health

## Input and Funding

- **Gary and Mary West Health Policy Center:** a nonprofit, non-partisan resource providing education, expertise and policy proposals to transform the American healthcare experience.

## Input and Feedback

- **State Advisory Panel:** in particular, Kevan Edwards, PhD; Jonathan Mathieu, PhD; Stacey Murdock, PhD; and Dian Kahn, MPA
- Patrick Miller, MPH, for his review and edits
- Many, many state partners whose work has informed this guide.

## About the APCD Council

- APCD Council: a learning collaborative of government, private, non-profit, and academic organizations focused on improving the development and deployment of state-based all payer claims databases (APCDs).
- Work focuses on shared learning amongst APCD stakeholders, early stage technical assistance to states and catalyzing states to achieve mutual goals.
- Convened and coordinated by the Institute for Health Policy and Practice (IHPP) at the University of New Hampshire (UNH) and the National Association of Health Data Organizations (NAHDO).

## Manual Design

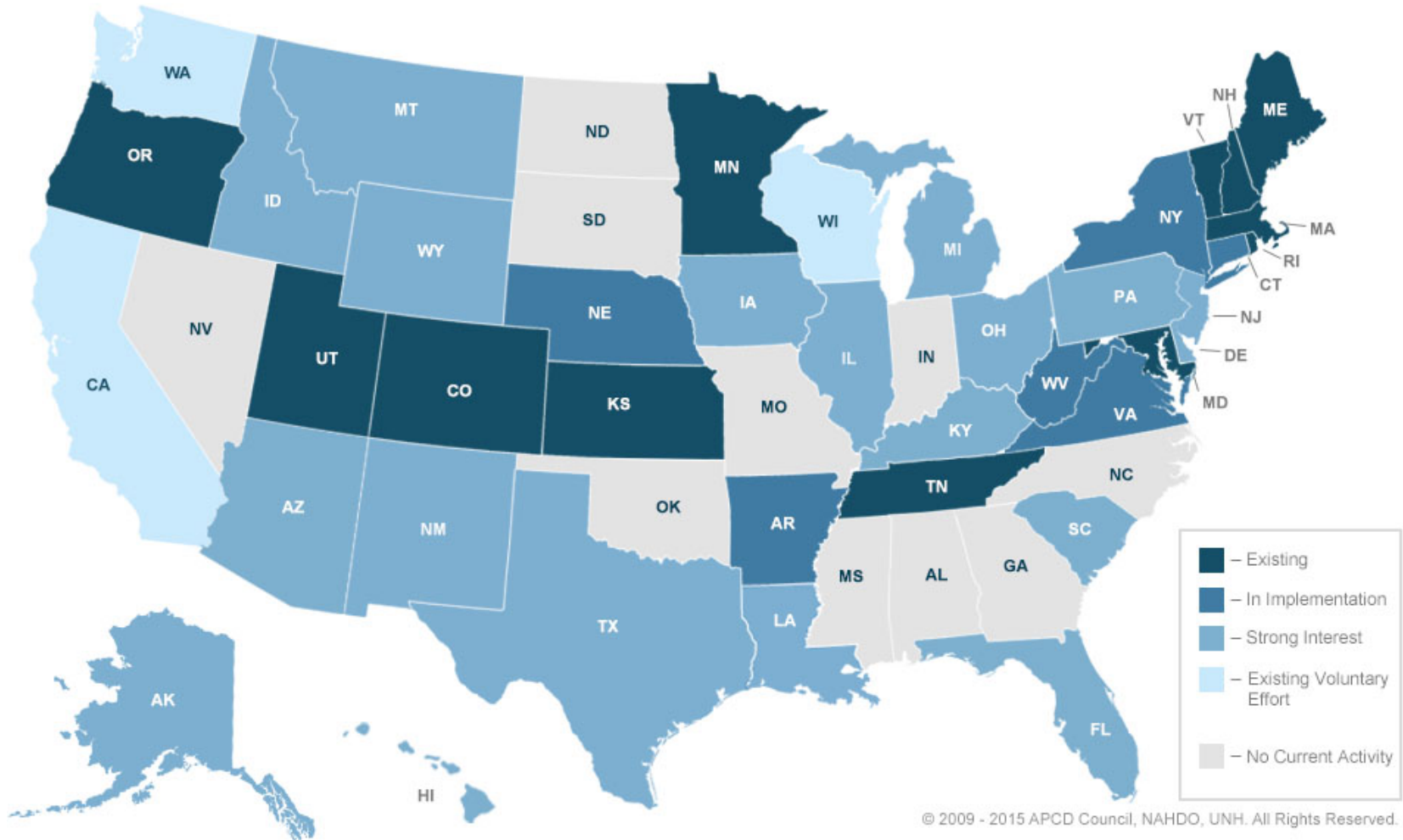
- Each section describes one aspect of the development framework
- Sections include a guide and a checklist
  - **Guide:** Key considerations, current state practices, and recommendations or suggestions for APCD development
  - **Checklist:** Tools and worksheets for states to use for the various steps in the development process outlined in the manual

## About the APCD Development Manual

- Framework includes:
  - Engagement
  - Governance
  - Funding
  - Technical Build
  - Analysis & Application Development
  - Feedback Loop/Continuous Engagement



# APCD Activity, Feb. 2015



## Learning Objectives

- What is the purpose of engagement?
- Which stakeholders need to be engaged?
- What constitutes effective engagement?
- Why is engagement important?

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## Key Considerations

### Defining APCD Vision

- Define purpose
- Identify information needs across stakeholder groups
- Drives data use

### Stakeholder Engagement

- Inclusiveness
- Guides implementation
- Broad representation



# Section 1: Engagement

<b>Stakeholder</b>	<b>Key Interests in APCD</b>
Policy Makers	May be a “champion” of the APCD program; Inform policy, payment, and health care reforms
Payers	Data suppliers and technical/content experts
Providers	How the data will be used
Employers	Costs of health services; Price transparency
State Agencies	Governance and use issues; Medicaid applications Leveraging existing infrastructure
Consumers	Informed choices, pricing
Researchers	Access to and use of data
HIE/HIX	Supplement clinical/benefits data with claims; Consumer support tools; Rate review

## Engagement Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
List the anticipated use cases for the data	<a href="#">Engagement Assessment - Use Cases Worksheet</a>	
List the stakeholders and their positions	<a href="#">Engagement Assessment - Stakeholders Worksheet</a>	
List other data efforts in the state that may be connected to the APCD	<a href="#">Engagement Assessment - Data Efforts Worksheet</a>	
List the carriers and their market share, including public payers and plans for data inclusion	<a href="#">Engagement Assessment - Payer and Market Assessment Worksheet</a>	
List the approaches to handling the legal barriers that may be relevant in that state	<a href="#">Engagement Assessment - Legal Barriers Worksheet</a>	

## Learning Objectives

- How is governance defined?
- Why are governance issues important for APCD development?
- What is the purpose of governance?
- What issues and practices should be considered to ensure competent governance?

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## Key Considerations

### APCD Legislation

- Mandatory & voluntary approaches
- Important legislative provisions

### Data Collection

- Patient identifiers
- Standards

## Key Considerations

### Data Release

- Considerations in data release policy development
- Variation in policies and practices across states
- Legislative or stakeholder reporting requirements

### Rules and Regulations

- Data elements
- Thresholds
- Submission formats/timelines
- Penalties
- Release policies

## Governance Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
<p>Determine key characteristics of the APCD: -Voluntary or mandated reporting</p> <ul style="list-style-type: none"> <li>› Establish authority for data collection</li> <li>› Legislation components</li> </ul>	<p><a href="#"><u>Governance Assessment Checklist - Governance Considerations Worksheet</u></a></p>	
<p>Determine components of rules and regulation:</p> <ul style="list-style-type: none"> <li>› Guiding documents (data submission rules, data release policies)</li> <li>› Oversight bodies</li> <li>› MOUs</li> </ul>	<p><a href="#"><u>Governance Assessment Checklist - Rules and Regulations Worksheet</u></a></p>	
<p>Determine the need for boards and sub-committees and their constitution</p>	<p><a href="#"><u>Governance Assessment Checklist - Board Compositions Worksheet</u></a></p>	

## Learning Objectives

- What are the key funding issues states must address?
- What options are states employing to address funding?
- What are advantages and disadvantages of various funding models?

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## Key Considerations

### Funding Estimates

- Cost drivers and considerations
- Start-up & sustainability

### Funding Sources

- General appropriations
- Fee assessments
- Medicaid match
- Federal/state/local grants
- Partnerships
- Data sales



## Funding Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
List the possible partnerships, sources of funding, and grants to address both start-up and continual funds for APCD development	<a href="#">Funding Assessment - Funding Sources Worksheet</a>	
Develop plans for the distribution of research data files and structure of pricing, if applicable	<a href="#">Funding Assessment - Data Release Pricing Worksheet</a>	

## Learning Objectives

- What are the components of the technical build to be considered?
- What approaches can states take to ensure a successful technical build?
- How can a state develop an RFP for data management and analytic services?

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## Key Considerations

### Technical Considerations

- Alignment with payer capabilities
- Assessing capacity needs

### Standards, Data Elements, Format

- Core data elements (mapping in USHIK)
- X12/PACDR
- NCPDP

### Data Quality Assurance

- Establishing edit and error thresholds
- Tests for data completeness, continuity

## Key Considerations

### RFP Development

- Scope considerations: aggregation, warehousing, analytics
- Key RFP components

### APCD Enhancements

- Non-claims-based payments
- Premiums
- Benefit design
- Clinical data elements

## Technical Build Considerations

Define scope for payer reporting

Define thresholds for data submission rules for the APCD

Define which platforms each payer must report and from which data sources (eligibility, medical, pharmacy, dental)

Define file structure and file layout formats

Define the data submission schedule (monthly, quarterly, and annually)

## Technical Build Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
<p>Develop the Data Submission Parameters for the APCD:</p> <ul style="list-style-type: none"> <li>› Volume and size of submitters</li> <li>› Types of sizes of files</li> <li>› Data elements</li> <li>› Schedule of reporting</li> <li>› Quality assurance protocols</li> </ul>	<p><a href="#"><u>Technical Build Assessment - Data Submission Guide Worksheet</u></a></p>	
<p>Review the technical build activities, and identify the approach to address the activities</p>	<p><a href="#"><u>Technical Build Assessment - Development Activities/ Resources Worksheet</u></a></p>	
<p>Identify the need(s) for RFP(s), and develop a RFP language, as needed</p>	<p><a href="#"><u>Technical Build Assessment - RFP Development Worksheet</u></a></p>	

## Learning Objectives

- How and when should a state develop its analytic plan?
- What are the components of an analytic plan?
- How can states approach public reporting of APCD data?
- How can states reduce risks related to data release?

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## Key Considerations

### Analytic Plan

- Balancing availability, utility, and privacy
- Data release considerations: what, with whom, when, formats
- Restrictions
- Oversight

### Technical Advisory Group Roles

- Guide to assure appropriate, effective use
- Includes diverse and broad expertise



## Analytic Plan Objectives

Document the policies and process for data collection, analytics, and release that are consistent with the APCD governance structure

Define the stakeholder engagement process for all stages of the analytic process: planning, implementation, release

Establish a process for continuous data quality assessment, improvement, and validation

Document the dissemination plan that balances privacy protections with data utility

## Key Considerations

### APCD Reporting & Measurement

- Meeting multiple user needs
- Adopting staged or tiered approaches to public reporting

### Data Use & Release

- Data product development mapped to user needs
- Micro-data files/public use files with Data Use Agreements
- Web-based reporting tools

# Section 5: Analysis & Applications Development

## APCD Showcase

ALL-PAYER CLAIMS DATABASE

 presented by the APCD Council

CASE STUDIES

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## APCD Showcase: States Leading by Example

Welcome to the APCD Showcase where examples from state all-payer claims databases (APCDs) have been organized in order to provide stakeholders with tangible examples of APCD reports and websites. The examples have been organized by intended audience, and are also searchable by additional criteria. We invite you to explore the site and learn more about the value that APCDs provide to states and their stakeholders.



Choose from the categories below or [See all Case Studies >](#)



### Consumers

Consumer websites primarily focused on cost and quality



### Employers

Employer and purchasing coalition efforts



### Providers

Accountable Care Organizations and quality



### Researchers

Academic and "think tank" research

## Analytic Plan Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
Develop a comprehensive analytic plan	<a href="#"><u>Analysis and Application Development - Analytic Plan Worksheet</u></a>	
Develop DUAs for data release	<a href="#"><u>Analysis and Application Development - Data Use Agreement Worksheet</u></a>	
Develop a data release plan	<a href="#"><u>Analysis and Application Development Assessment - Data Release Considerations</u></a>	

## Learning Objectives

- Why is APCD development a continuous process?
- How does a state define and ensure adequacy of continuous feedback loops?
- What success factors should a state consider, and how will they evaluate the effectiveness of their APCDs?

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## Key Considerations

### Continuous Engagement

- Initial and evolving vision
- Reflection of stakeholder values
- Ongoing commitment of staff and resources

### Key Success Factors

- Inclusiveness
- Transparent and open process
- Managing stakeholder expectations
- Feedback loop

# Section 6: Feedback Loops and Continuous Engagement

## APCD Work Plan Tasks

List the vision, goals, objectives, and primary tasks

Establish a process and timeline with milestones for making key decisions, and what defines consensus amongst stakeholders

Define the work plan elements and accountability for each element

List the resources available and needed

Update and communicate plan status regularly

# Section 6: Feedback Loops and Continuous Engagement

## Feedback Assessment Checklist

STEP	WORKSHEET/TOOL	COMPLETE
Develop work plan for continual engagement	<a href="#">Feedback Loops and Continuous Engagement Assessment</a> - <a href="#">Work Plan Worksheet</a>	
Develop communications plan	<a href="#">Feedback Loops and Continuous Engagement Assessment</a> - <a href="#">Communication Plan Worksheet</a>	



# Thank You!

Find the Full Manual: [apcdouncil.org/all-payer-claims-database-development-manual](https://apcdouncil.org/all-payer-claims-database-development-manual)

Email feedback and suggestions: [info@apcdouncil.org](mailto:info@apcdouncil.org)

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## **APCD Council State Calls**

- April 20, 2015 at 2PM EST
- June 15, 2015 at 2PM EST
- August 17, 2015 at 2PM EST
- October 19, 2015 at 2PM EST
- November 30, 2015 at 2PM EST

## **APCD Council Learning Network Calls**

- June 29, 2015 at 2PM EST
- September 28, 2015 at 2PM EST
- December 14, 2015 at 2PM EST

**APCD Council Webinar: Innovative Uses of APCDs (Part 2) - May 18, 2015 at 2PM EST**

**AcademyHealth Annual Research Meeting - Minneapolis, MN, June 14 – 16, 2015**

**NAHDO 30th Annual Meeting – Washington D.C., October 28 – 30, 2015**