

**Public Health Data Standards Consortium  
Conference Call  
December 30, 1998  
3:00 – 5:00 p.m.**

**Conference Call Participants**

Pam Akison, New York State Health Department, NAPHSIS  
Bob Davis, New York State Health Department  
Roxanne Andrews, CA Office of Statewide Health Planning and Development, NAHDO  
Jerry Gibson, CSTE  
Dan Friedman, Massachusetts Department of Public Health, NCVHS  
Anne Elixhauser, AHCPR  
Mike Hamm, NAPHSIS  
Gail Janes, EPO, CDC  
Phyllis Doulaveris, NCHS, CDC  
Marjorie Greenberg, NCHS, CDC  
Hetty Khan, NCHS, CDC  
Laverne Snow, ASTHO  
Denise Love, NAHDO

**Call to Order and review of agenda**

Marjorie Greenberg, NCHS, facilitated the conference call as the host and welcomed participants. After introductions, she briefly reviewed the proposed agenda for the call. An early question that arose was what intentions did this group have as to the involvement of other organizations such as ASTHO and AMCHP as members of the Consortium. Marjorie responded that the plan is to begin the operationalization of the Consortium with those representatives who had shown a strong interest at the workshop, then broaden its scope and membership when there are a few substantial details worked out. It was agreed that these organizations should be approached in the near future so that they would have a chance to provide input in the early stages also.

**Recap of December 15, 1998 conference call**

Minutes:

The minutes of the December 15, 1998 conference call were approved without any changes. Members felt that they had reached consensus on the goals of the Consortium and approved them as written in the minutes.

Priorities and action items:

- Inventory: The AHCPR is funding NAHDO to update previous inventories on State databases. Funding decisions are now being made, and work should begin in January. It was decided that, though the results of this study will be useful for the

Consortium's work, it is not necessary to wait on this to begin the work of identifying the key data elements that must be addressed in the HIPAA transactions.

- Data Dictionary: The development of a user-friendly data dictionary for the claims (837) transaction is of high priority. Participants discussed ways of beginning work on this item. Bob stressed defining the meaning of user-friendly for the specific audience and intended purpose. This data dictionary must be user-friendly at the health department level and be mapped to different standards. Bob and Pam will identify one data element, for example - patient disposition, and draft a user-friendly interpretation of that element. This will be circulated for comments and, after revisions, may become a model for developing user-friendly interpretations of the other relevant data elements. Several implementation guides and training manuals will be researched so work that has already been done will not be duplicated. For example the CDC Health Information and Surveillance Systems Board (HISSB) Standards & Liaison Committee has developed an implementation guide describing the CDC core data elements. The web site is [www.cdc.gov/data/index.htm](http://www.cdc.gov/data/index.htm). It may become necessary to identify funding for the data dictionary effort and related projects.
- Feedback on January 24, 1999 State meeting: Denise updated the group on the potential for using the afternoon of January 24<sup>th</sup> for a meeting of the Consortium. She stated that Jan Root has agreed to conduct a lunchtime educational session on the process of setting standards. This could serve as a format for future educational efforts. It was agreed that NAHDO would be willing to facilitate the afternoon session as a Consortium meeting with the purpose of doing further work on the organizational structure of the Consortium and the identification of specific high priority data elements for presentation at standards organizations. Participants endorsed this and will use e-mail to decide which data elements to address at the meeting to be ready for presentation at the ASC X 12 meeting in June. Reference was made to earlier surveys done by NAHDO in which some of the priority data elements were identified, as well as to the NCVHS Core Health Data Elements recommendations. It is necessary to create a list of criteria for prioritizing data elements and Denise will begin work on this. Bob Davis also will prepare a case study of the process for presenting data elements to the standards organizations. Further development of this meeting will be done off-line. Denise will formulate a letter of invitation and flag important letters with a handwritten note. All participants at the November 2-3 HIPAA Workshop will be invited to attend. The agenda will be prepared by the NAHDO board and circulated shortly. Participants are encouraged to communicate their ideas to Denise. Although the HIPAA transactions are the initial focus, the Consortium is expected to address standards issues more broadly, as well.
- Time lines: There is an urgent need to prioritize and be ready to present the rationale for the collection of certain data elements at the X 12 meeting in June 1999. Final regulations on the claims transactions have not been issued as yet; there may still be an opportunity to influence these transactions. There also is opportunity to consider data needs that could be met through the claims attachments. One of the Consortium

goals is to seek formal representation on the data content committees. Marjorie is already a member of the NUBC and will seek to present a briefing on this Consortium and its goals to the committee at its February 18-19 meeting. She will also contact Jean Narcissi of the NUCC to inform her of workshop follow up and to request an opportunity to brief the committee at its February 16-17 meeting on the formation of the Consortium. The group needs to request membership on this content committee, as discussed at the workshop. Participants are encouraged to attend the HL 7 and X 12 meetings also. Participants of this conference call will send e-mails to Marjorie identifying all the organizations to which they belong so decisions can be made regarding the best means of representation on the standards and data content committees. Hetty Khan and Phyllis Doulaveris of NCHS will be attending the January HL 7 meetings in Orlando, Florida in late January. There are several meetings of the various standards organizations and content committees this year that should be noted:

HL 7:	January 25- 29, 1999 April 26-30, 1999 September 28-October 2, 1999 January 24-28, 2000	Orlando, Florida Ontario, Canada Atlanta, Georgia San Diego, California
X 12:	February 7-12, 1999 June 6-11, 1999 October 3-8, 1999	Dallas, Texas To be determined To be determined
NUBC:	February 18-19, 1999 May 11-12, 1999 August 12-13, 1999 November 8-9, 1999	Baltimore, Maryland Chicago, IL Baltimore, MD Chicago, IL
NUCC:	February 16-17, 1999 May 4-5, 1999 August 10-11, 1999 November 9-10, 1999	Baltimore, Maryland Chicago, IL Hartford, CN Chicago, IL

### **Organizational Structure**

- **Name:** Participants will circulate e-mails with their ideas of an appropriate name for the Consortium. A selection will be made at a later date.
- **Membership:** The Consortium will be open to all organizations that participated in the workshop and other groups with a public health or health services research emphasis. It is imperative that we invite membership from organizations such as AMCHP and ASTHO. It was noted that organizations might become involved as the issues pertain to their needs. However, there needs to be a core group of people with a long-term commitment to keep the business of the Consortium running. Therefore, the decision was made to form a steering committee

consisting of representatives of the NAPHSIS, NAHDO, CSTE, ASTHO, AMCHP, AHSR, CDC, HCFA, AHCPR, and NACCHO. Marjorie will make contact and follow up with the organizations not presently represented. Bob Davis noted the need to demonstrate to organizations the value that the Consortium can contribute to the process.

- Charter: There is need for a well-developed mission statement defining the goals and purposes of the Consortium. This will also serve as a template for allowing and inviting Consortium membership. Mike Hamm of NAPHSIS will draft such a statement and circulate it for comments. This will then be reviewed at the January 24 meeting.
- Other business regarding the organizational structure of the Consortium will be continued at the January 24 meeting and at a later date. A list of everyone's e-mail addresses will soon be circulated. A list serv also is being created.

The meeting was adjourned after Marjorie summarized the discussion and decisions made.