



APCD Technical Workgroup Charter

I. OVERVIEW

The Massachusetts Division of Health Care Finance and Policy (the Division) is creating an All-Payer Claims Database (APCD) to meet the needs of the various Commonwealth's analytical and reporting needs. Due to the large amount of information and ever changing needs, the Division will conduct a series of workgroups for interested parties. These workgroups will follow two paths, one for technical content and the other for analytical content. These workgroups will help guide the requirements, clarify content, and enable sharing of information, tools and methodologies.

II. BACKGROUND

The Massachusetts Health Care Quality and Cost Council (HCQCC) was created in 2008 to develop and implement statewide goals for improving health care quality and containing health care costs. To achieve this goal, the HCQCC set forth regulations for the collection of medical claims, pharmacy claims and membership files from private insurers of Massachusetts residents. Under this authority, the All-Payer Claims Database was created to systematically collect health care claims data from health care providers in an effort to afford a deeper understanding of the Massachusetts health care delivery system by providing access to timely and accurate data essential to improving quality, reducing costs, and promoting transparency.

III. MISSION

The mission of the APCD Technical Workgroup is to inform attendees of data definitions, share ideas for uses, improve quality assurance, help foster data completeness, and contribute to data enhancements (via ideas or derived data). The workgroup will also discuss the tools and methodologies being used, share code, determine future needs, and help to maintain supporting documentation.

The Division will organize and chair the meetings, which will also be available by conference call and online webinar. The Division will set and maintain the agenda. The agenda will be a result of previous meeting items, current issues of the Division, and those submitted by email prior to the meeting. Meeting summary notes, PowerPoint presentations, and the agenda shall be posted to the APCD website.

The Division will invite designated representatives from sister agencies as the core members. Other participants are welcome whether state employees or merely interested parties. The Division asks that attendees follow the agenda. The discussions will not be limited to APCD; however APCD should be the basis of all discussions.

IV. GOALS & OBJECTIVES

A. Maintain APCD file specifications

- Discuss current and future needs
- Modify or add fields and attributes as necessary
- Review the urgency of changes and draft recommendations
- NOT a venue for explaining data for analytical purposes
 - Users and analysts will have a separate workgroup

B. Work on data quality

- New field edits and rules for intake
- New quality assurance measures
 - Intake and at rest
- Review threshold criteria and values

C. Make recommendations regarding data structure

- Public use files
- Warehouse requirements
- Reporting tools and reports
- Data access and movement techniques
 - With attention to security and privacy