Meeting of the RI AHRQ Health IT Project Steering Committee
February 23, 2006 ◆ 7:00am – 9:00am

Robinson C. Trowbridge Center at Kent Hospital ◆ 10 Health Lane ◆ Warwick, RI

MEETING MINUTES

MEETING ATTENDEES (*indicates participation by teleconference)

Steering Committee

- ☑ **Ted Almon,** Consumer
- ❑ **Fadya Al Rayess, MD,** Chad Brown Health
- ❑ **Bryan Barrette,** RI Department of Health
- ☑ **Kerrie Jones Clark,** RI Health Center Assoc.
- ☑ **Carol Cotter**, Lifespan, Co-Chair
- ❑ **Gary Croteau**, South County Hospital
- ❑ **Lisa Dolan-Branton,** AHRQ
- ❑ **Yul Ejnes**, **MD**, RI Medical Society
- ❑ **Jim Feeney**, East Side Clinical Laboratory
- ☑ **Steve Foley**, Prov. Community Health Ctrs
- ☑ **Heather Larch,** Pharmacist
- ❑ **Kathleen Mahan**, SureScripts
- ☑ **Maria Montanaro,** Thundermist Health Ctr
- ❑ **Steven Mueller,** United Health Networks
- ☑ **Pat Moran**, Hospital Association of RI
- ☑ **Ray Ortelt,** Pawtucket Memorial Hospital
- ☑ **Cedric Priebe, MD**, Care NE, Co-Chair
- ❑ **Ray Sessler**, Neighborhood Health Plan of RI
- ☑ **Tracy Williams,** RI Dept. of Administration
- ☑ **John Young**, RI Department of Human Svcs

Management Committee

- ☑ **Laura Adams,** RIQI
- ❑ **Deidre Gifford, MD,** Quality Partners of RI
- ☑ **Jeremy Giller*,** Clarendon Group
- ☑ **Leonard Green,** RI Department of Health
- ☑ **Laura Ripp,** Consultant, Project Staff
- ❑ **Melinda Thomas,** Department of Human Svcs
- ❑ **Patrick Vivier, MD, Ph.D.,** Brown University
- ☑ **Amy Zimmerman,** RI Department of Health

Other Attendees

- ☑ **Mary Ellen Casey,** Quality Partners of RI
- ❑ **Reid Coleman, MD**, Lifespan

MEETING PURPOSE

To discuss project status; gain Steering Committee understanding of and guidance on the Governor's bond issue; and discuss issues, processes and implications of data stewardship for the community-governed Health Information Exchange.

AGENDA

7:00 – 7:05	**Call to Order, Welcome and Introductions** *Cedric Priebe, MD, Care New England, Co-Chair*
7:05 – 7:10	**Consideration for Approval:** 1/26 Meeting Minutes *Cedric Priebe, MD, Care New England, Co-Chair*
7:10 – 7:50	**Project Update** *Cedric Priebe, MD, Care New England, Co-Chair* *Amy Zimmerman, Rhode Island Department of Health*
7:50 – 8:15	**Governor's Bond Issue and the Role of the Steering Committee** *Cedric Priebe, MD, Care New England, Co-Chair* *Amy Zimmerman, Rhode Island Department of Health*
8:15 – 8:45	**Data Stewardship: Issues and Process** *Laura Adams, CEO, Rhode Island Quality Institute* *Carole Cotter, Lifespan, Co-Chair*
8:45 – 8:55	**Initial Feedback on Naming the Health Information Exchange** *Carole Cotter, Lifespan, Co-Chair* *Amy Zimmerman, Rhode Island Department of Health*
8:55 – 9:00	**Recap Next Steps/Adjourn** *Carole Cotter, Lifespan, Co-Chair*

MEETING SUMMARY

1. Call to Order, Welcome and Introductions

Dr. Cedric Priebe, Co-Chair, opened the meeting at 7:00am and welcomed the group.

2. Consideration for Approval

- **1/26 Meeting Minutes**

  Ms. Cotter directed the group to the last meeting minutes and asked for comments and corrections. It was noted that the minutes should reflect Tracy Williams as a Steering Committee member representing the RI Department of Administration in place of Mark Treat. A motion was made and seconded to approve the January 26, 2006 minutes with this change. Steering Committee members voted in favor of approval with one abstention.

  Action Items:

  January 26, 2006 meeting minutes are accepted with changes.

3. Project Update

Amy Zimmerman provided a handout summarizing project activities completed during February and those planned for March. Key points of the update included:

- **RI Health Information Exchange (HIE) Request for Proposals (RFP)**

  The HIE RFP was released January 4, 2006. Amy Zimmerman reviewed the status of the RFP and noted an extension of the due date to March 2, 2006 at 2:00pm. After the proposal process is closed, the identity of responding vendors will be made public. The Steering Committee will be notified of the offerors by email. To the extent that the NDA group is able to participate, they will have an opportunity to assist in the review of responses to help inform the State Evaluation Committee.

  Action Items:

  Continued updates will be provided on the status of proposal review and evaluation process.

- **Subcontract Status**

  A. Zimmerman reported Brown's contract is currently being reviewed by AHRQ. May still be a month or so before finalization. The Purchase Order for the Clarendon Group contract has been issued and they are currently active in supporting consumer engagement activities. Clarendon now participates in the Management Committee and Jeremy Giller from Clarendon participated in this meeting by phone.

  Action Items:

  Contracting activities are ongoing. Continued updates will be provided.

- **Consumer Advisory Committee (RIQI)**

  Laura Adams, reported that this new RIQI committee will be co-chaired by Marti Rosenberg (Ocean State Action) and Mary Jones (consumer). The first meeting is. Clarendon has been assisting with development and recruitment of committee members.

  Laura Adams, Rhode Island Quality Institute (RIQI), updated the group on the Consumer Advisory Committee status and, in particular noted the low rate of response to the initial invitation to participate. Therefore the first meeting, originally scheduled

for February 1, 2006, will be rescheduled to allow for additional recruitment and resolution of schedule issues. A mid-March date is targeted.

Ms. Adams reflected on the project's exploration of some other consumer committees for health information exchange. Particularly, the Maine Health Information Technology Network provided detailed insights into their experience. Key lessons learned included the expectation that consumer advocacy representatives will be very interested in privacy and security issues and that special effort should be made to engage "patients" rather than simply consumers. Tracy Williams pointed out that it will be important to find ways to engage both patients and consumer advocates and to achieve a working balance. Amy Zimmerman added that the role of the Clarendon Group will be important in our efforts to engage and understand the needs of the "regular" consumer. Ms. Adams pointed out that there are some prospective CAC members that do indeed represent the interests of normal consumers rather than professional advocates. The group is very important to the RIQI and has a dotted line relationship to the RIQI Board.

As part of their preparatory activities, CAC organizers met with Tricia Leddy from RITECare who provided insights into their consumer group and indicated that their experience was difficult at first. The most important element is to make sure to ask the right questions and be prepared to actively take the recommendations of the group into consideration. Ms. Adams noted that the minor delay in getting the group started provides an opportunity to prepare and incorporate some of the good advice provided by other groups.

Action Items:

Continued updates will be provided on the activities of this important group. Outcomes of the CAC's inaugural meeting will be reviewed at the next Steering Committee meeting.

- **Integrated Administrative Data Exchange (RIQI)**

John Young provided an update on Administrative Data Exchange. An exploratory meeting with Neighborhood Health Plan is scheduled for next week. Next steps include meeting with United Health Networks representatives. Laura Adams noted that Pat Huschel, Office of the Insurance Commissioner, is taking the lead on assuring compliance with the Lewis Gallow law which requires the provision of administrative health data. The Insurance Commissioner's office intends to leverage the requirements of this law to accomplish data exchange goals. Ms. Adams also noted the opportunity to use some students to model processes that support health information exchange; administrative data is a reasonable place to start.

Action Items:

Continued updates on progress regarding administrative data exchange will be provided.

- **Policy and Legal Committee (RIQI)**

Dr. David Gifford provided an update on the. Laura Adams provided an update on the Policy and Legal Committee (PLC) and noted the release of a Request for Proposals (RFP) to address health information privacy and security policies and practices by Research Triangle Institute in partnership with the National Governor's Association. The Department of Health will respond with a proposal on behalf of the community and will specifically leverage the current Health IT / Health Information Exchange project. Steering Committee comments included the need to make the point in the proposal that RTI will benefit greatly from the RI perspective since the implementation of HIE

infrastructure will be a reality here.

Amy Zimmerman directed the group to review the proposed budget for HEALTH's proposal. The group discussed the budget. The Steering Committee had no suggestions to change the budget. It will be submitted as proposed.

Ms. Zimmerman reminded the group to submit letters of support for inclusion in HEALTH's proposal. There was a suggestion to submit a letter of strong support to be drafted from the Steering Committee that notes its commitment to the project. A motion was made, seconded and unanimously approved.

Action Items:

A letter from the RI HIT Project Steering Committee Co-Chairs on behalf of the Steering Committee was drafted immediately after the meeting. Staff will include the letter in the RTI proposal. Continued updates on PLC and subcommittee progress will be provided. Staff will include the status of the RTI proposal in subsequent updates as well.

- **Professional Advisory Panel (PAP—QPRI)**

Mary Ellen Casey, Quality Partners of RI (QPRI), provided an update on the PAP. Ms. Casey noted that there has not been a PAP meeting since the last Steering Committee meeting—the next one is planned for March 1, 2006. QPRI is also conducting the 2nd annual Health IT Fair on March 4th in Providence. The event will feature a range of local speakers with an emphasis on real and relevant Health IT implementation experiences. All are invited to attend.

Action Items:

Continued updates on PAP activities will be provided.

- **Pharmacy Subgroup (QPRI, other)**

Amy Zimmerman provided an update on Pharmacy activities on behalf of Jeff Newell (QPRI). Ms. Zimmerman reported that there are efforts underway to more closely align the RIQI e-Prescribing Committee (eRx) with the QPRI Pharmacy work group; therefore, the groups will be merged. Since medication history issues (a focus of the Pharmacy work group) are different from eRx issues, there will be some unique elements that must be managed separately, however, merging the groups will keep the Pharmacy domain cohesive. Kate Lapane, the Principal Investigator for the SureScripts project to test pharmacy data standards and the SureScripts Medication History project, was invited to participate on the eRx Committee. Ms. Lapane responded that she will not be able to participate in that Committee during this academic year so project staff will keep her aware of issues that arise as well as facilitate communication with her about these projects to get more information about how pilots will be conducted in Rhode Island.

John Young noted the implications for advancing pharmacy data exchange due to the Medicare Part D requirement to track dispensing history under the program (currently there is no way to track and/or coordinate medication dispensing information). These activities will likely contribute high value to pharmacy data exchange initiatives. The coordination of benefits problem is significant to Medicare Part D administration so there will be lots of effort going into managing data to solve this problem.

Action Items:

Continued updates on pharmacy data exchange issues will be provided.

- **Issues Tracking Process**

  Laura Ripp introduced the rationale for establishing an issues tracking process and the use of this process to manage many concurrent topics as they are deliberated through various working groups and presented to decision-making bodies for consideration. Mary Ellen Casey presented the Organizing Framework that supports the process and described the Summary Management Report that has been developed to actively track and coordinate the identification, discussion and recommendations around specific topics and issues that must be resolved through the RI HIT Project. Ms. Casey noted that the Management Committee recommended that the process be piloted and refined for several months then further evaluated.

  Action Items:

  Staff will report on the status and evolution of issues tracking processes.

4. Governor's Bond Issue and the Role of the Steering Committee

- **Discussion:**

  Dr. Priebe turned the floor over to Tracy Williams, RI State CIO, who presented a package of recommendations for an *Innovation Bond* produced by the RI Department of Administration, Division of Information Technology (IT) representing IT improvements in five strategic areas: Education, Homeland Security and Public Safety, Web-enabled Government, Economic Development and Healthcare. She noted that despite numerous revisions and cuts, the Governor preserved investment in health information technology and specifically, the proposed infrastructure to build the health information exchange. In the funding plan, there is a $1.5 million capital investment in 2007 and additional incremental funding totaling $20 million over the next 4 years.

  The Innovation Bond is a Certificate of Participation, a debt financing mechanism that goes to the General Assembly for vote. This funding approach is does not require a public referendum. If the General Assembly approves the budget, they will then look for a lender to back the bond instrument.

  Ms. Williams noted that support for the entire IT package is a good approach to help with its passage through the General Assembly. Steering Committee members can support this infrastructure investment initiative by writing representatives and seeking the endorsement of professional associations. There was a motion made for the Steering Committee to make a resolution of support for the complete package with the intention to function as a Steering Committee for the IT Project. The Steering Committee voted and unanimously approved this resolution with one abstention. It was noted that this resolution should be taken to the RIQI Board for endorsement. In an effort to immediately demonstrate Steering Committee support for the Innovation Bond package, the Steering Committee Co-Chairs will prepare a letter of support on behalf of the group. Tracy Williams will provide details on where the letter should be directed and the timing of the hearing before the General Assembly.

  Action Items:

  Staff will assist Steering Committee Co-Chairs in preparation of a letter of support for the Innovation Bond package. Amy Zimmerman will keep the Steering Committee apprised of the specific date/time of the hearing and related activities.

5. Data Stewardship: Issues and Process

- **Discussion:**

Carole Cotter, Co-Chair, introduced the topic of data stewardship by noting the complexity of the issues around the control and use of data that may be made available through the HIE. She turned the floor over to Laura Adams who first noted the sensitivity around the use of the term "ownership" and the implications for control and use of data that are inherent in realizing interoperable health information exchange. Ms. Adams added that since the value to be derived from the HIE is diffuse, yet the costs are ongoing, there are questions of what the best model is to sustain the HIE infrastructure, what body will manage the budget, what oversight mechanisms must be in place, etc. She noted that the RIQI Board believes these are all critical issues and is committed to address them.

As the HIE project has progressed, the work of the Policy and Legal Committee has touched on some of these issues. It is clear that there is still much deliberation and discussion that must occur at many different levels throughout RIQI and the RI HIE initiative to examine possible approaches to data control and use, including policy, legal, technical and financial considerations. The Policy and Legal Committee will examine use case scenarios to help frame the issues and alternatives. RIQI's Sustainability Committee is also expected to have a role in formulating policy and providing direction.

Ms. Cotter added that this discussion is being presented at this meeting to begin to engage the Steering Committee in these important discussions. Maria Montanaro commented that these are THE most critical issues for the HIE and there is some concern that the forums where these conversations are taking place may not be inclusive enough to represent all the interests at stake. Ms. Montanaro noted two major aspects of data stewardship that should be clearly and openly addressed: (1) identifying acceptable uses of data and (2) the process for determining how uses of data in the HIE are considered, including who is involved in the decisions and by what criteria such deliberations should occur. Ms. Montanaro believes it is incumbent on this Steering Committee to try and broaden this process to make sure it is inclusive of all stakeholders that should be involved. One approach may be to commission a separate work group or organize a roundtable discussion with policy makers, academics, consumers and others who would develop a white paper that could then be broadly vetted. John Young noted that there are models for data exchange that are currently in use. Ms. Montanaro pointed out that the data in the HIE is somewhat different in that it is aggregated from many different sources, beyond just state data. She added that the process to be defined begins by properly framing the question which should be the first charge of the group. She suggested something like, "It is inevitable that there is pressure to find appropriate uses of data and to support the infrastructure, what is that process?" Tracy Williams added that a proposed approach should also include penalties for violations and breaches, etc. Laura Adams stated that the RIQI Board would be supportive of the recommended process if indeed it was assigned to an accountable body.

Carole Cotter noted that in these and other discussions, there has been the inadvertent merging of two issues that should not be combined: (1) use of the data (for clinical and other purposes) and (2) sustainability. Dr. Priebe noted that while some discussion has undoubtedly surfaced around circumstances where data may be provided for a fee, issues about "data for sale" should not be considered until there is a process in place to determine how or if such activity would be acceptable and, if so, how it would be

managed. A. Zimmerman reminded the group that the vision for RI's HIE includes uses of data beyond clinical care that contribute to improving population health, for example, public health and research uses. Steve Foley noted that there are preliminary issues about ownership that must also be addressed. Ray Ortelt noted that issues around data ownership may indeed be outside the scope of the Committee and should be very carefully managed.

The Steering Committee agreed with the need to examine recommendations for an overarching approach and a disciplined process to address these very volatile ideas around HIE data use. Pat Moran noted that there is an opportunity to provide the PLC with specific direction from the Steering Committee. The group proposed that the PLC be charged with developing recommendations for an inclusive process that describes how decisions on HIE data use should be considered—this process should include a reporting/feedback mechanism to the Steering Committee. The Steering Committee also requested an overview of the PLC's charge.

As time did not permit continued discussion, the group was directed to send any additional comments or issues related to this discussion to Laura Ripp.

Action Items:

Staff will formulate a request to the PLC to develop recommendations for an inclusive process to adjudicate issues around HIE data use. An update will be provided at the next meeting.

6. Initial Feedback on Naming the Health Information Exchange

- **Discussion:**

  Ms. Cotter noted the time and pointed the group to a document that reflected a summary of names generated by project work groups and committees to date. Discussion on the Project Identity initiative was deferred.

7. Recap Next Steps

The next Steering Committee meeting is scheduled for Thursday, March 23rd at the same location. Ms. Cotter summarized key agenda items as follows:

- Project Update
- RFP Status
- Follow-up on request to PLC for recommendations for an inclusive process to address data use
- Other topics as indicated

8. Adjourn

- Ms. Cotter thanked the group and adjourned the meeting at 9:00 am.