

**DEPARTMENT OF HEALTH SERVICES**

714/744 P Street

P. O. Box 942732

Sacramento, CA 94234-7320

(916) 654-8076

April 28, 1999

**MMCD All Plan Letter 99006**

TO: Chief Executive Officers  
Medical Directors  
Chief Information Officers

SUBJECT: ENCOUNTER DATA WORK GROUP

The Medi-Cal Managed Care Division (MMCD) has formed an Encounter Data Work Group to discuss and resolve issues surrounding encounter data and assist MMCD to develop standards and guidelines to improve the quality of encounter data reported to the Department of Health Services. The first meeting of this Work Group will occur on May 14, 1999. A draft of the first agenda and a list of participants in the Work Group are enclosed for your information. Representatives from outside MMCD and the Department will be invited to attend and participate in discussions as appropriate.

Selections for participation in the Work Group were designed to broadly represent the functional areas required for the production of encounter data. These include Information System Managers, Chief Executive Officers, Medical Directors, and Quality Improvement Coordinators. Each Medi-Cal managed care program model required to send data to the Department was included in the Work Group. Consideration was also given to including corporate representatives for health plans contracting under more than one health plan model. Finally, an effort was made to select individuals not already involved in other work groups.

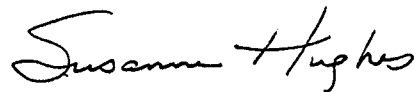
The participants in the Work Group have committed to meeting one day per month for a period of at least one year. These individuals are expected to represent both their health plan and their health plan model. As usual, MMCD will release the work products of the Work Group to the health plans for review and comment prior to release of any final policy letters, procedures, or guidelines.

MMCD All Plan Letter 99006

Page 2

April 28, 1999

If you have questions or comments regarding this all plan letter, please contact Mary Fermazin, M.D., M.P.A., Chief of the Office of Clinical Standards and Quality, at (916) 653-5297.



Susanne M. Hughes  
Acting Chief  
Medi-Cal Managed Care Division

Enclosures

cc: Mary Fermazin M.D., M.P.A., Chief  
Office of Clinical Standards and Quality  
Department of Health Services  
714 P Street, Room 650  
P.O. Box 942732  
Sacramento, CA 94234-7320

## ENCOUNTER DATA WORK GROUP

May 14, 1999  
714 P Street, Room 662  
Sacramento, CA

10:00 a.m.–1:00 p.m.

### PROPOSED AGENDA

- I. Welcome and Introductions--Sue Hughes (20 min)
- II. Meeting Dates and Location--All (20 min)
  - A. Alternate meeting location between north and south
  - B. Second Friday of each month
- III. Refine Work Group Purpose (30 min)

Initial Statement of Purpose:  
Resolution of data issues to improve quality of encounter data
- IV. Presentation--Encounter Data Process (45 min)
  - A. Intake and Review of Encounter Data (MMCD--Data Management Unit)
  - B. DHS Processing (MIS/DSS Project)
  - C. Building Relational Database (Medstat Group)
- V. Identify Topics and Priority for Discussion
  - A. Provider Reporting
  - B. Definition and Reporting of "Denied" Services
  - C. Definition and DHS use of "non-eligible" month of service
  - D. PM-160 Reporting issues
  - E. HCPCS Level III coding
  - F. Selection of Indicators in Plan Profile Reports
  - G. Feedback to Plans of Encounter Data Processing
  - H. Other issues

## ENCOUNTER DATA WORK GROUP PARTICIPANTS

### Health Plan Representatives:

Maureen Hanlon, QI		Alameda Alliance for Health
Dr. Dawn Wood, CEO		Blue Cross
Cyndhyi Nustad, MIS		Blue Cross
Mary Dewayne, CEO	*(Cherie Payne)	Cal Optima
Jonathan Tanayo, CIO		Community Health Group
Bruce Chernoff M.D.		Health Net
Kathryn Foster, Provider Data Management		Health Net
JoAnn Gable, QI		Health Plan of San Mateo
Phil Brandstetter, CIO		Inland Empire Health Plan
Carolyn Marley MIS	*(Maynard Johnson, M.D.)	Kaiser Foundation Health Plan
Carolyn Foster QI/MIS		Omni Healthcare, Inc.
Scahnaz Nikpay, CEO		San Francisco Health Plan
Robert Freeman, CEO		Santa Barbara Health Initiative
Bob Chernis MIS Manager		Santa Cruz County Health Options
John Pawlyshyn, CIO		Santa Clara Family Health

### Interested Parties:

Crystal Hayling, Director	Medi-Cal Policy Institute
Frank DeBernardi, Chief	California Healthcare Foundation
	Department of Health Services
	Management Information Systems/ Decision Support System Project
Carol Diephuis, Vice President Medi-Cal Project Director	Medstat Group

\*Alternate