

**All-Payer Claims Database
Data Submission Guide Workgroup
DRAFT Meeting Minutes**

June 23, 2022 | 9:00 – 10:00 | Virtual ([Zoom Recording](#))

Workgroup Members					
Olga Armah, OHS (Chair)	R	Sandra Czunas, OSC	R	Sheryl Turney	R
Laurel Buchanan	R	Bernie Inskeep	R		
Supporting Leadership					
Amy Tibor, OHS	R	Robert Viens,	R	Jesse Drummond, OnPoint	R
Adrian Texidor, OHS	X				

R = Attended Remotely, IP = Attended in Person, X = Did not Attend

Agenda			
	Topic	Responsible Party	Time
1.	Welcome and Call to Order	Olga Armah	9:03 am
	The All-Payer Claims Database (APCD) Data Submission Workgroup (DSGW) meeting was held on June 23, 2022 by webinar. Ms. Armah called the meeting to order at 9:03 a.m. and welcomed members and participants.		
2.	Public Comment	Members of Public	9:04 am
	There was no public comment made.		
3.	Action: Review and Approve Minutes: June 9, 2022 Meeting	Olga Armah	9:05 am
	(Vote) Ms. Armah requested a motion to approve the minutes of the June 9, 2022 meeting. The motion was made by Ms. Inskeep and seconded by Ms. Czunas. The motion passed unanimously.		
4.	Dental Classification Groups	Robert Viens & Jesse Drummond, OnPoint	9:07 am
	Mr. Viens stated the dental classification groups (groupers) would be covered in the discussion about the layout. Mr. Drummond stated that OnPoint does not have any experience running any particular dental groupers. They are still gathering information on what the specifics are, what the different options might be for dental groupers. In any case, the dental data layout or collection would not be impacted by the type of classification grouper.		
5.	Review Dental Claims Layout	Robert Viens & Jesse Drummond, OnPoint	9:07 am
	Mr. Drummond walked members through the fields added to the proposed dental claims layout including standard and dental-specific fields. Mr. Drummond stated that the layout closely aligns with the Common Data Layout (CDL). Ms. Armah inquired if the layout will allow carriers to report both one tooth per row and multiple teeth per row as discussed in previous meetings. Mr. Drummond described how the layout is designed to allow for both types of billing. Mr. Drummond commented that it was agreed during the last meeting that for each service, up to five teeth can be reported, and that this aligns with the CDL. The procedure code connects the fields together. Ms. Inskeep made a comment that United Health Group carriers typically do not collect social security numbers and that there will have to be a workable threshold for this field. Mr. Drummond stated that once a layout is		

	<p>decided on, the next step is identifying what the thresholds are, and adjusting thresholds and variances according to what is being submitted and the experience of other states that collect dental claims data.</p> <p>Action Item: Mr. Drummond stated that he will inquire through the OnPoint intake team about the standard communication process, whether thresholds are identified before providing communication or whether the Data Submission Guide is provided, and the threshold conversation occurs later. Mr. Drummond stated that the process would essentially be to identify initial thresholds and then solicit feedback from plans and others about what thresholds feel reasonable. Mr. Drummond commented that this can be something the DSGW contributes to if desired. The thresholds would be put in place and evaluated over time with data collection.</p>		
6.	Action: Vote on Dental Claims Layout	Olga Armah	9:15 am
	<p>Ms. Armah inquired if members felt prepared to vote on the dental claims layout. Upon agreement, Ms. Armah made a motion to accept the dental claims layout for the CT-APCD Data Submission Guide as presented. Ms. Turney seconded the motion. The motion passed unanimously.</p>		
7.	Claims Adjustment Reason Codes (CARC) Discussion	Olga Armah	9:20 am
	<p>Ms. Armah presented the Claims Adjustment Reason Codes (CARCs) related to duplicate and non-coverage claims. Ms. Armah stated that Ms. Turney’s team reviewed all CARC codes and identified those related to claims denied due to non-coverage and duplicate claims. Ms. Armah stated that the list is being provided to the members for their information. No changes will be made as it was agreed to collect all CARC codes in the carrier’s warehouse.</p>		
8.	Next Steps & Adjournment	Olga Armah	9:25 am
	<p>Ms. Armah initiated a discussion on the next steps of the group. Mr. Drummond stated that OnPoint will incorporate the changes into the data dictionary. Ms. Armah stated that a report of recommendations will be drafted and shared with the group which will include the various agreements made and actions taken on the format and layout. The report will be shared with the group at least two days before the next meeting for their review.</p> <p>Ms. Armah requested a motion to the adjourn the meeting. Ms. Czunas made the motion. Ms. Inskeep seconded. The meeting adjourned at 9:25 a.m.</p>		

Upcoming Meeting Date: June 30, 2022, at 9 a.m.

All meeting information, materials, and audio/visual recordings are published on the OHS website:
<https://portal.ct.gov/OHS/HIT-Work-Groups/Data-Submission-Guide-Workgroup>