

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

July 7, 2022 | 9:00 – 10:00 A.M. | [Zoom Meeting Recording](#)

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

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 a.m.
	The All-Payer Claims Database (APCD) Data Submission Workgroup (DSGW) meeting was held on July 7, 2022, by webinar. Ms. Armah called the meeting to order at 9:03 a.m. and welcomed members and participants.		
2.	Public Comment	Attendees	9:05 a.m.
	There was no public comment.		
3.	Review and Approve Minutes: June 23, 2022	Olga Armah	9:06 a.m.
	(Vote) Ms. Armah requested a motion to approve the minutes of the June 23, 2022, meeting. The motion was made by Ms. Inskeep and seconded by Ms. Turney. The motion passed unanimously.		
4.	Review APCD-DSGW Final Report	Adrian Texidor	9:08 a.m.
	Mr. Texidor thanked the members for their time and efforts to the Data Submission Guide Workgroup. The work was completed within the six meetings that were proposed.		
	Mr. Texidor then walked the members through the report. Mr. Texidor described the main objective of the workgroup, the statutory authority under which this workgroup was formed and the makeup of the expertise the members provided. Mr. Texidor further described the activities and accomplishments of the workgroup including the key votes and results. Mr. Texidor noted that the report was still in draft form as the information for the June 30, 2022 meeting was not added until the workgroup accepted the meeting minutes at today’s hearing. Ms. Armah made one correction to the current draft, noting that the June 30, 2022, meeting was cancelled and would be removed from the report.		
	Mr. Texidor continued to review the “Denied Claims” section of the report, explaining how the workgroup articulated their decision to include denied claims and the CARC codes to be used for the denied claims. Mr. Texidor noted that a PDF is embedded within the report to access the listing.		
	Next, Mr. Texidor reviewed the “Dental Claims” section of the report and described the approaches that were considered. Mr. Texidor noted that a second PDF is embedded within the report listing the dental data layout so that others may view the data layout recommendations. Mr. Texidor then asked the members if there were any questions or concerns.		

	<p>Mr. Viens commented that the term “denied” was used in error in the “Dental Claims” section of the report. Ms. Armah noted the error and will correct. Ms. Inskeep commented that the draft seemed to be reflective of what the group discussed and how the decisions were made. Ms. Buchanan agreed with Ms. Inskeep’s comment. Ms. Turney commented that she made several comments regarding the report in an email forwarded to Ms. Tibor. Ms. Turney stated that there should be several edits to the dental claim field length and a column that should be renamed to “date service approved”. Ms. Armah noted the corrections to the layout as stated in the email.</p> <p>(Action Item) Ms. Czunas asked if an updated report will be forwarded to the members for final approval. Mr. Texidor suggested that after the corrections are made, that the final draft be emailed to members for review. Each member could then respond with whether they accept the changes, approve the final report, and approve the report to be sent to the APCD Advisory Group.</p>		
<p>5.</p>	<p>Action: Vote on APCD- DSGW Final Report</p>	<p>Olga Armah</p>	<p>9:18 a.m.</p>
	<p>(Vote) Ms. Armah asked for a motion to approve the draft report subject to recommended changes requested at today’s meeting, that the final report be emailed to members for review, that members approve the final report via email response and approve that the report be sent to the APCD Advisory Group via email.</p> <p>Ms. Czunas and Ms. Armah both stated concerns with meeting an additional time to call a vote on the report. The other members declined as to their availability next Thursday (7/14). It was subsequently agreed upon to approve the report via email by next week.</p> <p>Ms. Inskeep moved to accept the report with the proposed changes as outlined after having an opportunity to review and agree or disagree via email. Ms. Turney seconded the motion. Each member then stated their assent to the motion. The motion was approved.</p>		
<p>6.</p>	<p>Other Business</p>	<p>Olga Armah</p>	<p>9:25 a.m.</p>
	<p>Ms. Armah provided an infographic to the group explaining what the next steps would be with the product produced from the workgroup’s report. There were no questions or comments.</p> <p>Ms. Armah thanked the workgroup for their help and assistance. Ms. Inskeep responded her thanks.</p>		
<p>7.</p>	<p>Action: Next Steps & Adjournment</p>		<p>9:29 a.m.</p>
	<p>Ms. Armah stated that the revised draft report will be sent as soon as updates are made.</p> <p>(VOTE) Ms. Armah made a motion to adjourn the meeting. Ms. Inskeep seconded the motion. The motion passed unanimously.</p>		

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>