

# Wisconsin Security and Privacy Project Variations Workgroup Charter

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## **Purpose**

The Variations Workgroup will assess variations in organization-level business policies and practices that affect health information exchange (HIE).

## **Membership**

The Variations Workgroup consists of 18-21 privacy and security experts representing the broad range of people that will be affected by HIE.

## **Member Expectations**

1. To bring the perspective of the sector or stakeholders you represent to workgroup discussions and decisions.
2. To consider the statewide and national interests of HIE in your assessments and review.
3. To review meeting materials ahead of time and be prepared to contribute clear and focused ideas for workgroup discussion.
4. To attend meetings (or send an alternate) and alert staff and the chair ahead of time to any scheduled absence.
5. To review the final report prior to submission.

## **Charge**

The charge of the workgroup is to:

- Identify current organizational policies and practices related to health information exchange (HIE) across various settings and stakeholder groups.
- Analyze current policies and practices to determine commonalities and variations and identify possible barriers to HIE.
- Categorize the identified business policies and practices as barriers, best practices, or neutral to HIE activities.
- Refer business policies or practices identified as legal barriers to HIE to the Legal Workgroup for analysis.
- Create a Variations Assessment Report in collaboration with the Legal Workgroup's analysis for submission to Research Triangle International (RTI).

## **Approach**

Wisconsin is participating in a national collaboration created to identify privacy and security policies and practices that may affect the exchange of health information. The resulting reports from each state's privacy and security project will be compiled for use

by the U.S. Department of Health and Human Services (HHS) to develop and refine the business case for establishing a nationwide health information network.

The Variations Workgroup is the first step in a four-step process designed to:

1. Understand organization-level business policies and practices and state laws that affect privacy and security and may pose challenges to the effective exchange of health information.
2. Determine potential solutions to overcome the identified barriers to effective exchange of information.
3. Develop implementation plans for the solutions.

The Variations Workgroup will convene a series of three to four working sessions. In each working session, workgroup members will discuss scenarios in which health information is exchanged and discuss current practices (paper, phone, fax, electronic, etc.) for responding to requests for information. For information that is currently exchanged, the group will examine variations in how and when the information is exchanged. For information that is not exchanged, the group will analyze the barriers to exchange.

Identified barriers will then be analyzed by the project’s Legal Workgroup to determine which laws are affecting the exchange of information.

Outcomes from the Variations and Legal workgroups will be compiled into a report that assesses the impact of security and privacy policies and practices on the exchange of health information. A Solutions Workgroup will then be formed to create solutions to barriers, followed by an Implementation Workgroup which will create an approach to implement the solutions.

### **Deliverables and Timeline**

Deliverable:

- Draft Variations Assessment Report

Timeline:

- Sept 18 – October 2, 2006: Workgroup Meetings
- October 2 – October 20, 2006: review Variations Assessment Report
- October 24, 2006: Draft Variations Assessment Report submitted to Steering Committee

### **Members**

<b>Member</b>	<b>Stakeholder</b>
Paul Baum, Group Health Cooperative	Pharmacies
Becky Borchert, Hospice Care	Homecare and hospice
Beth DeLair, UW Health - Hospital and Clinics	Hospitals
Jane Duckert, UW Health - Hospital and Clinics	Hospitals
John Hartman, MD	Professional associations and societies – Wisconsin Medical Society
Jay Gold, MD, MetaStar	Quality improvement organizations

<b>Member</b>	<b>Stakeholder</b>
Daniel Hopfensperger, DHFS, DPH	Public health agencies
Lowell Keppel, MD, Wisconsin Academy of Family Physicians (WAFP)	Clinicians
Janice Krall, Mendota Mental Health Institute	State government Community clinics and health centers
Chrisann Lemery, WEA Trust Insurance	Payers
Kathy Lindgren, ACL Laboratories	Laboratories
Gloria Marquardt, Department of Corrections	Correctional facilities
Lori McDonald, William S. Middleton Memorial Veterans Hospital	Federal health facilities
Teresa Smithrud, RHIA, Mercy Health System	Physician group – large
Victoria Wolf, RHIT, Wisconsin Lutheran Child and Family Service (WLFS)	Long-term care facilities and nursing homes
Sheila Zweifel, RHIT, University of Wisconsin Health Services	Physician group – small