Oregon Health Authority
Provider Directory Advisory Group
Draft Charter, May 2015

Provider Directory Advisory Group Draft Charter April 2015		
Advisory group name: Oregon Provider Directory Advisory Group (PDAG)		
Objective		
The PDAG will serve as the external subject matter expert and stakeholder body that provides guidance to the Oregon Health Authority (OHA) related to statewide provider directory services.		
Advisory group members		
Name	**Title**	**Affiliation**
Gina Bianco	Acting Director	Jefferson HIE
Christopher Boyd	Data Analyst Supervisor	Women's Healthcare Associates
MaryKay Brady	Consultant	Oregon Medical Association
Monica Clark	Business Systems Analyst	Kaiser Permanente
Mary Dallas, MD	Chief Medical Information Officer	St. Charles Health System
Liz Hubert*	Asst. Director Provider Systems & Strategy	Regence Blue Cross Blue Shield
Martin Martinez	IT VP	PacificSource
Laura McKeane	Oral Health Integration Coordinator	AllCare
Maggie Mellon	Senior Digital Product Manager	Providence Health & Services
Kelly Keith	IT Admin	Greater Oregon Behavioral Health
Jessica Perak	Manager, Provider Analytics, Underwriting & Actuarial	Moda
Robert Power *	VP-Chief Information Officer	Samaritan Health Services
Stephanie Renfro	Research Associate	OHSU Center for Health Systems Effectiveness
Nikki Vlandis	Provider Data Mgmt. and Credentialing	FamilyCare
Hongcheng Zhao	CIO	Portland IPA
*Co-chair		
OHA staffing		

- Karen Hale, Lead Policy Analyst, Office of Health Information Technology, OHA, karen.hale@state.or.us, 503-378-1767
- Nick Kramer, Policy Analyst, Office of Health Information Technology, OHA, nicholas.k.kramer@state.or.us, 503-373-7859
- Rachel Ostroy, Implementation Director, Office of Health Information Technology, OHA, rachel.e.ostroy@state.or.us
- Susan Otter, Project Sponsor, Director of Health Information Technology, OHA, susan.otter@state.or.us

Project background

Provider directory services (PDS) will allow healthcare entities access to a statewide directory of healthcare provider and practice setting information. It will seek to leverage data existing in current provider databases and add critical new information and functions. The project comprises design, development, implementation, and maintenance of the technical solution as well as operations and ongoing management and oversight of the program. It can be used by health plans, CCOs, healthcare

practitioners including providers, clinics, hospitals, researchers, long-term care entities, social service organizations, OHA/DHS and other state programs, Health Information Exchanges (HIEs) and Health Information Services Providers (HISPs) to support operations, analytics, and the exchange of health information.

The development of the PDS will be incremental. Initially, PDS will focus on the authoritative provider directory data from the common credentialing program/database and data from provider directories that comply with new standards for healthcare directories called Healthcare Provider Directory (HPD), and data from existing healthcare provider and facility directories via file exchange/upload. It is expected that other key sources, including OHA/DHS sources will be integrated into the provider directory as well. While the provider directory is being built to support the Medicaid Enterprise, it is expected that the users of the provider directory will expand beyond the Medicaid Enterprise with enabling legislation (HB2294, 2015).

Provider Directory outcomes/success factors

- Accurate Direct secure messaging addresses for providers, as queried
- Attribution of providers to their healthcare delivery settings (clinics, practices, hospitals)
- Support of CCO, OHA and health plan analytics that rely on attributing providers to clinics
- An architecture that supports query and response across existing provider directories using the Health Provider Directory (HPD) standards
- Ingestion of the data available from the Common Credentialing solution and other designated data
- Operational processes and procedures that allow onboarding of users and data sources, user support, and data quality management

Advisory group role

The PDAG will meet regularly to provide guidance to OHA on a variety of topics surrounding the provider directory services and share information with other stakeholders. The group's role includes the following:

1) Guidance:
    - The provider directory workgroup will be tasked with providing guidance on policy, program, and technical considerations, as Oregon moves forward to implement statewide provider directory services, such as:
        o Data access
        o Permitted use and network participation
        o Data quality standards
        o Onboarding
        o Security provisions
        o Ongoing monitoring of policies and procedures
        o Functionality and value of a provider directory service
        o Fees and fee structure, if OHA is granted the authority to offer services outside the Medicaid Enterprise (HB 2294)

2) Information sharing:
    - PDAG members are expected to provide advisory group information to their organization to share broadly and also connect to their organization's members in other related health IT committees, such as OHLC's Administrative Simplification workgroup, Common Credentialing Advisory Group, etc.
    - OHA staff will share regular reports about progress on the provider directory shared with the CCO's Health Information Technology Advisory Group (HITAG) and the Administrative

	Simplification workgroup.	
	• OHA will publish documentation from the meetings on our website.	

Duration

The PDAG is expected to meet from April 2015 through 2016.

Decision making linkage

The PDAG shall make technical, policy, and operational recommendations to OHA for the statewide PDS. Decisions by the group will be made by consensus. OHA will coordinate decision making with stakeholder members as necessary and coordinate communication with the HITAG and Administrative Simplification workgroup regarding recommendations from the PDAG.

Meetings

Expectations	Location	Date and Time
Monthly 3-hour public meetings will be held throughout 2015. Staff will deliver materials the week prior to each meeting for members to review. Meeting materials and notes will be posted to the OHA's Provider Directory website. OHA may also call for member participation outside the regularly scheduled meetings if needed. The PDAG is expected to meet throughout 2016 although meeting length and frequency will be evaluated for 2016. Due to the nature of the discussions, in-person attendance at the meetings is preferred. Meetings, as shown below, will be held at locations convenient for the group.	Portland - Lincoln	April 15, 2015, 1:00-3:00 pm
	Wilsonville – CCC campus	May 13, 2015, 10:00-1:00 pm
	TBD	June 17, 2015, 10:00-12:00 pm
	TBD	July 15, 2015, 10:00-12:00 pm
	TBD	Aug 19, 2015, 10:00-12:00 pm
	TBD	Sept 16, 2015, 10:00-12:00 pm
	TBD	Oct 14, 2015, 10:00-12:00 pm
	TBD	Nov 18, 2015, 10:00-12:00 pm
	TBD	Dec 16, 2015, 10:00-12:00 pm
	TBD	2016 TBD

Resources

- Business Plan Framework - The state-level provider directory is one of several elements of new state level HIT services that supports new models of care under Oregon's health system transformation efforts.
- Provider Directory Subject Matter Expert Workgroup Summary - In 2014, the OHA convened a Provider directory workgroup. Members on the committee were comprised of users or managers of provider directories, such as those working in IT, analytics, or healthcare operations. Discussions were focused on key uses, data elements, parameters, and next steps for statewide provider directory services.
- Common Credentialing - The statewide provider directory is a complimentary effort with the work of the Common Credentialing Advisory Group; which will advise the agency on the implementation of a legislative requirement for OHA to establish a program and database for the purpose of providing credentialing organizations access to information necessary to credential all health care practitioners in the State. OHA staff are working closely together on both efforts.