



Oregon All Payer All Claims (APAC) Program

Oregon state agency/Oregon local public health authority application

This application is used to request government official use files. If you would like to discuss APAC data in relation to your project prior to submitting this application, please contact us at apac.admin@odhsoha.oregon.gov with a brief description of the project and your contact information. OHA will have someone contact you to help determine if APAC is appropriate for your project and, if so, which data elements may be needed.

PROJECT INFORMATION

Activity/Project:

Agency Lead:

Title of Agency Lead:

Agency:

Address:

City:

State: **OR** Zip Code:

Telephone:

Email:

APAC does not need to receive approval directly. However, agency requests should be approved at whatever level is designated by each agency.

Has the request for APAC data been approved by your agency?

Yes Approval pending Approval to be requested

Is this request for public health surveillance activities?

Yes No

SECTION 1: PROJECT SUMMARY

1.1 Project Purpose: Briefly describe the purpose of the project or activity, intended outcomes and how it fits within the official activities of your agency.

1.2 Requested Products: Describe what you would like to receive based on the fields identified in the Data Elements Workbook.

Summary data such as an Excel file; provide a template or description of the needed data. Such a request requires manager approval (use of resources).

Data file with individual but not claim level data; specify fields needed (see Data Elements workbook for options) and describe the overall use of fields here. APAC data analysts will review the description and advise the agency on limitations or additional fields that may be useful.

Data file with claim level data; specify the fields in the workbook and describe the overall purpose of fields here. APAC data analysts will review the description below and advise the agency on limitations or additional fields that may be useful.

1.3 Request Timeline: What is the timeline for the request?

Anticipated Receipt of Data:

Anticipated End Date for use:

1.4 APAC data or findings may not be disclosed in a way that can be used to re-identify an individual. Data with small numbers – defined as values of 30 or less ($n \leq 30$) or subpopulations of 50 or fewer individuals ($n \leq 50$) – cannot be displayed in findings or outputs derived from APAC data. Disclosure includes use at any meeting that includes non-agency employees (advisory committees, volunteer groups, etc.).

Data files may not be released or reused beyond the terms of the data use agreement resulting from this application regardless of funding source or other obligations of the agency.

I understand these limitations and agree that data files or work products will not be shared at less than an aggregated, de-identified level and data files may not be released from the agency.

I understand these limitation and request approval to share data files or work products as follows:

SECTION 2: DATA ELEMENTS

2.1 Narrowing Data Needs:

APAC will only provide the minimum necessary data required for the project as represented in the project description and intended outcomes. Complete the Data Elements workbook indicating the following:

- Years of data requested. Currently 2011-2022 are available as complete files. Only request the years needed for the project. APAC files are massive and unneeded year greatly increase file size. Requesting multiple years must be supported by a longitudinal aspect to the project.
- Payer types requested.
 - APAC does not release Medicaid only because files directly from the source have better quality and depth than data modified to fit commercial insurance patterns.
 - APAC can share CMS fee for service data only with Oregon state agencies by the terms of our data use agreement. Medicare Advantage is available.
- Place of service (inpatient, outpatient, professional, etc.)
- Demographic factors including sex, age and geography. If requesting data selection, for factors that can change within the year, indicate at what point the selection should be made. For example, age on January 1, July 1 or December 31; age at point of service, age at diagnosis, etc.
- Selection by diagnoses, procedures or pharmaceuticals. APAC will rely on the program to identify relevant codes for selection.

2.2 Data Element Workbook: Complete the Data Elements Workbook for general factors above and indicate each data element desired and why it is needed within the project specifications.

Data Element Workbook completed and attached, including justifications for each data element requested.

SECTION 3: DATA MANAGEMENT & SECURITY 3.1

Data linking: Linking means establishing that person/provider/facility A in APAC data is the same person/provider/facility in another data set used in the project.

- a. Does this project require linking to another data source?

Yes No

If yes, please complete parts b-d below.

- b. At what level will data be linked?

Address Facility Individual provider

Individual person/member

- c. If required to link

Authorized to provide data for linking at OHA

Not authorized to provide data for linking at OHA

Unknown

- d. Describe and justify all necessary linkages, including the key fields in each data set, how they will be linked, the software proposed to perform the linkage and why it is necessary for the project or activity. Attach separate document if needed.

3.2 Security: APAC claims level data is required to remain within the state system, password protected with role-based access for state agencies. Local public health authorities (LPHA) must maintain data in a similar system.

I understand these limitations and agree that data files will remain secured within the state/LPHA firewall with role-based, password or other protected access.

I understand these limitation and request approval to share or store data files as follows: Attach additional document if needed.

3.3 Data recipient: One person is allowed to download data files when ready. Please indicate who should receive the files.

Name

Role in project

Email

Signature: The individual signing below has the authority to complete this application and sign on behalf of the agency identified in Section 1. By signing below, the individual attests that all information contained within this data Request Application is true, correct and required for official duties of the agency.

Signature

Printed name

Title

Return the completed form with required attachments to apac.admin@odhsoha.oregon.gov.

APAC Data Elements Workbook Cover Page

This section to be completed by Data Requester		This section to be completed by APAC Staff	
Principal Investigator:	Grace Zhang	APAC Data Request Number:	
Principal Investigator Email:	grace.zhang2@mercercor.com	Lead Research Analyst:	

About Data Elements Workbook (Version 1.0 Updated Nov 14, 2025)

Organization

Note: Cells and Columns in this color throughout the Data Elements Workbook are for Data Requesters to fill out

The Data Element Workbook is broken up into 5 separate tabs the data requester can use to request different data elements: Medical Claims, Pharmacy Claims, Dental Claims, Enrollment, and Providers.

Each of the 5 worksheets are organized in the same way; Table 1 explains each of the columns or fields in the worksheets:

NOTE: Worksheets are locked Except the Field Requested and Justification cells.

Table 1								
Field:	Section	Group	Always Included	Data Element	Security Level	Description	Field Requested	Justification
Explanation:	Indicates the high-level grouping of data elements	Indicates a Section sub-group	Indicates if a data element is always included in every request (Y,N)	Name of data element	Indicates if data element is Tier 1 or Tier 2 (see Security Level below for more information)	Data Element description (and other information as appropriate)	Where data requester indicates if they want a data element included in their dataset (Y,N)	Where data requester enters their justification of why the data element is necessary for their project

Security Level

There is no such thing as a de-identified limited dataset. However, there are some data elements that could increase the potential for a person’s re-identification. Each Data Element is assigned one of two Security Levels, Tier 1, the standard level, or Tier 2, which indicates a more sensitive variable. **All requested fields in the Data Elements Workbook need to be justified** for your project under the Minimum Necessary standard APAC uses. This includes both Tier 1 and Tier 2 elements. **You must show how the data element is necessary for your project,** and it must align with your Research Question(s) in your APAC-3 Limited Dataset Application.

Requested Tier 2 elements will undergo increased scrutiny by APAC and Data Review Committee (DRC) staff. In addition to showing how the variable is necessary for your project, you must also explain why a similar Tier 1 data element will not suffice.

Table 2	
Data Element	Justification
Tier 1	Must explain how element is necessary for your specific Research Question(s)
Tier 2	Tier 1 Justification + Why a similar Tier 1 variable will not suffice

Example:

You are requesting Medical Claims, and when you get to Section: Members; Group: Age, you request age (Age on date of service), a Tier 2 data element.

Table 3			
Field Requested	Data Element	Security Level	Description
	age_group	Tier 1	Age grouped into 5-year bands, and is based on age at date of service
	yob	Tier 2	Year of birth. Null if not date of birth reported
Y	age	Tier 2	Age on date of service

In this situation, your justification must include an explanation of why age_group (APAC’s standard 5-Year age-groupings or some other grouping methodology) or yob (Year of birth) will not suffice.

Note: each APAC-3 Limited Dataset request will automatically include several elements – these too are justified under the HIPAA Minimum Necessary standard, however the data requester does not have to add the justification to any field marked as Always Included (Column D). The justification for providing these elements is that an analyst needs those fields to effectively analyze the data.

Medical Claims Data Element Selection

[Have you read the Cover Page? Please read first before filling out this sheet.](#)

Instructions: The Table below lists all Medical Claims data elements (Column D) available to be included in your limited data set.

You MUST:

1) Select Y or N in the Field Requested (Column G) for each element

2) Include a Justification (Column H) for each element requested. **NOTE:** The Justification must show how the variable is necessary for your project and must align with your research question(s) submitted on the APAC-3 Limited Dataset Application. Simply stating "potential confounding variable" or similar will not be sufficient.

a) For any Tier 2 data elements requested, your justification must also include why a similar Tier 1 variable will not suffice.

Section	Group	Always Included	Data Element	Security Level	Description	Field Requested	Justification
Members	Demographics	N	age	Tier 2	Age on date of service	Y	EHB requirements vary by age under ACA and do not fall into even five year bands for all services.
Service	Diagnosis	N	mc041_principal_diagnosis_cd	Tier 1	Principal Diagnosis code	Y	Need to identify principal diagnosis for covered procedures to determine eligibility under EHB plan.
Service	Diagnosis	N	mc041p_poa_p	Tier 1	Required present on admission flag for diagnosis 1: Yes, No, W (Clinically undetermined), U (Information not in record), 1 (Diagnosis exempt from POA reporting), Null (not reported)	Y	Need to identify principal diagnosis for covered procedures to determine eligibility under EHB plan.
Service	Diagnosis	N	final_drg	Tier 1	Final Diagnosis Related Group (DRG)	Y	DRG is used for inpatient hospital claims in OR Medicaid and is needed to identify minimum essential coverage.
Service	Procedures	N	mc055_procedure_cd	Tier 1	Current Procedural Terminology (CPT) code or Healthcare Common Procedure Coding System (HCPCS)	Y	Need to know which procedures are covered under the Silver Plan to determine minimal essential coverage costs.
Service	Procedures	N	mc056_procedure_modifier_1_cd	Tier 1	CPT or HCPCS modifier	Y	Need to know which procedures are covered under the Silver Plan to determine minimal essential coverage costs.
Service	Procedures	N	mc057_procedure_modifier_2_cd	Tier 1	CPT or HCPCS modifier	Y	Need to know which procedures are covered under the Silver Plan to determine minimal essential coverage costs.
Service	Procedures	N	mc057a_procedure_modifier_3_cd	Tier 1	CPT or HCPCS modifier	Y	Need to know which procedures are covered under the Silver Plan to determine minimal essential coverage costs.
Service	Procedures	N	mc057b_procedure_modifier_4_cd	Tier 1	CPT or HCPCS modifier	Y	Need to know which procedures are covered under the Silver Plan to determine minimal essential coverage costs.

Key

Section	Description
APAC	APAC-specific data elements
Members	Member-related data elements
Claims	Claims-related data elements
Service	Service-related data elements
Provider	Provider-related data elements

Pharmacy Claims Data Element Selection

Key Section
APAC
Members
Claims
Service
Provider

[Have you read the Cover Page? Please read first before filling out this sheet.](#)

Instructions: The Table below lists all Pharmacy Claims data elements (Column D) available to be included in your limited data set.

You MUST:

1) Select Y or N in the Field Requested (Column G) for each element

2) Include a Justification (Column H) for each element requested. **NOTE:** The Justification must show how the variable is necessary for your project and must align with your research question(s) submitted on the APAC-3 Limited Dataset Application. Simply stating "potential confounding variable" or similar will not be sufficient.

a) For any Tier 2 data elements requested, your justification must also include why a similar Tier 1 variable will not suffice.

Section	Group	Always Included	Data Element	Security Level	Description	Field Requested	Justification
Members	Demographics	N	age	Tier 2	Member age in years calculated on the first day of the month	Y	Not all NDCs are indicated for all ages; capturing age can help to identify coverages under silver plan
Service	Medications	N	pc026_drug_cd	Tier 1	National Drug Code (NDC)	Y	Need to know what drugs are covered under the Silver Plan to determine minimal essential coverage costs.

Description

- APAC-specific data elements
- Member-related data elements
- Claims-related data elements
- Service-related data elements
- Provider-related data elements

Dental Claims Data Element Selection

[Have you read the Cover Page? Please read first before filling out this sheet.](#)

Instructions: The Table below lists all Dental Claims data elements (Column D) available to be included in your limited data set.

You MUST:

1) Select Y or N in the Field Requested (Column G) for each element

2) Include a Justification (Column H) for each element requested. **NOTE:** The Justification must show how the variable is necessary for your project and must align with your research question(s) submitted on the APAC-3 Limited Dataset Application. Simply stating "potential confounding variable" or similar will not be sufficient.

a) For any Tier 2 data elements requested, your justification must also include why a similar Tier 1 variable will not suffice.

Section	Group	Always Included	Data Element	Security Level	Description	Requested	Justification
Members	Demographics	N	age	Tier2	Age on date of service	Y	EHB requirements vary by age under ACA and do not fall into even five year bands for all services.
Service	Diagnosis	N	dc041_diagnosis_cd	Tier 1	ICD diagnosis code	Y	Need to understand principal diagnosis for essential services
Service	Procedures	N	dc039_cdt_cd	Tier 1	The Common Dental Terminology Code (CDT) for the dental procedure on the claim	Y	Need to understand applicable modifiers for minimum essential coverage
Service	Procedures	N	dc039a_procedure_modifier_1_cd	Tier 1	Procedure modifier required when a modifier clarifies/improves the reporting accuracy of the associated CDT code. Blanks allowed	Y	Need to understand applicable modifiers for minimum essential coverage
Service	Procedures	N	dc039b_procedure_modifier_2_cd	Tier 1	Procedure modifier required when a modifier clarifies/improves the reporting accuracy of the associated CDT code. Blanks allowed	Y	Need to understand applicable modifiers for minimum essential coverage

New or Amended APAC Data Request Review (custom or OHA Business Associate)

Staff Reviewer: Margaret Munroe

DRTS Number: 6872

Date review completed: 3.16.2026

	Yes	No	N/A	Need more information
Is this a new APAC request?	x			
<u>New APAC Request</u> (skip to next section if amendment request):				
1.1 Project staff contact information provided	x			
1.2 Project technical staff information provided				
2.1 Project summary provided with adequate detail to identify a specific unambiguous project	x			
2.2 Research questions provided with adequate detail			x	Not a part of agency application
2.3 Described planned products and reports derived from requested data			x	Not a part of agency application
2.4 Project begin and end date provided	x			
2.5 Acknowledgement that APAC data cannot be reused beyond the DUA	x			
2.5 Acknowledgement that data cannot be shared beyond the DUA	x			
3.1ab Data request purpose box checked & description			x	Not a part of agency application
3.2 Checked box for level of data identifiers			x	Not a part of agency application
3.3 IRB application, approval memo, end date			x	Not a part of agency application
4.1 Completed data elements workbook	x			
4.2 Adequately described how the data elements requested are the minimum necessary	x			
5.1 Plan provided to prevent re-identification			x	
5.2ab Plan to link APAC data to other data source			x	No linkage at person level planned
5.2c Requests OHA to link APAC to other data		x		
5.2d Detailed data linking plan provided			x	Not a part of agency application
5.3 Provided adequate description of data management, security and data destruction plan			x	Not a part of agency application
Passes Minimum Necessary Review	x			
Recommend management approval	x			
<u>Amendment request</u> for previously approved APAC request (not needed for staff change only):				
Any new data elements requested				
Any new years of data requested				
Any new project purpose or research questions				
Description of new project purpose				

	Yes	No	N/A	Need more information
Completed data elements workbook				
IRB application and approval memo				
Passes Minimum Necessary Review				
Recommend management approval				