**Annual CAC Demographic Report FAQ**

**Report Documents**

* [Report Template](https://www.oregon.gov/oha/HPA/dsi-tc/Documents/2.0%20Annual%20CAC%20Demographic%20Report%20Template-final.docx)
* [Report Evaluation Criteria](https://www.oregon.gov/oha/HPA/dsi-tc/Documents/2.0%20Annual%20CAC%20Demographic%20Report-Eval%20Criteria-final.docx)

**Frequently Asked Questions**

1. **Why is OHA requiring this report?**

Prior to CCO 2.0, Governor Brown directed the Oregon Health Policy Board (OHPB) to focus on four priority areas. One of these areas was the social determinants of health & equity. Through a community engagement process, OHA received additional input from stakeholders and the public to focus on this area in CCO 2.0. As a result, OHA staff developed policies to address this priority area, including the Annual CAC Demographic Report.

The goal of the report is to better understand how CCO’s CAC membership is representative of the communities in the CCO’s service area. The aim is for CCOs to go through this exercise to ensure the right populations have a seat at the CAC table – particularly those experiencing health disparities in the CCO’s service area.

1. **Do CCOs need to submit a report template for each CAC?**

No, please submit one report template per CCO.

1. **Do CCOs need to report demographic data for regional CACs?**

Please answer the questions in the template for all CACs that the CCO considers for Community Advisory Councils, as defined in ORS 414.575.

If a specific committee or “CAC” does not meet the definition in ORS 414.575 it’s appropriate to rename that group or committee something other than the CCO’s CAC, Contractual reporting for a CAC is only required for the CCO’s designated CAC(s); reporting is not required for similar, but non-CAC groups or committees.

1. **Should demographic data be reported in the aggregate for individual levels?**

Please report demographic data in the aggregate.

1. **What about CAC members who are caregivers/guardians/parents of someone on OHP?**

For CAC members who are caregivers/guardians/parents of individuals on OHP, please report demographics for the caregiver/guardian/parent. CCOs are also welcome to submit demographic information for the OHP member themselves to demonstrate how they are representing the communities they serve, but this is not required. If a CCO chooses to do so, it should include the additional demographic data in the aggregate.

1. **What are the required demographic categories that must be collected and reported to OHA?**

Please refer to the [CAC Demographic Assessment Worksheet](https://www.oregon.gov/oha/HPA/dsi-tc/Documents/CAC%20Demographic%20Assessment%20Worksheet.xlsx) for examples of demographic categories that can be collected. However, OHA understands that there may be reasons a CAC member does not wish to share specific demographic information. In these cases, please include this type of information in the report template, so that OHA can better understand the barriers to collecting CAC demographic information.

1. **Do the demographics of a CCO’s CAC need to match the demographics of the CCO’s community 1:1?**

No. However, each CCO should analyze this data to ensure that underrepresented populations and/or populations experiencing health disparities have seats at the CAC table.