

**Minutes**  
**Delaware Health Care Claims Database (HCCD)**  
**Access Committee**

**Monday, May 4, 2020**  
**Zoom**

**3:00 p.m. to 5:00 p.m.**

**Attendance: See Attendance List at end of Minutes**

Agenda Item	Meeting Notes
1. Call to Order and Welcome	3:04pm called to order.
2. Approval of March 2020 Minutes	March Minutes need the attendee list. Meredith Tweedie motioned approval of the meeting minutes once the attendees are added. All were in favor, no oppositions, and no abstentions. Attendees will be added to the minutes prior to posting.
3. Review Application #LD4	<p>Delaware Child Death Review Commission. This is DHIN's first request for an Identified dataset. The application, its summary and a decision rubric were provided to the Committee.</p> <p><b>Project Title:</b> Child Death Review Commission's Access to Provider Names Data Set</p> <p><b>Description:</b> The objective of this project is to identify where a mother or child has sought care or filled prescriptions, within the two years prior to their death. The CDRC will provide the HCCD with a list of children or mothers who have died and are requesting that the HCCD provides back identifiable information relating to the person and the providers/pharmacies visited within the two years' prior to their death. This identifiable information includes information related to the deceased individual (i.e. name, date of birth) and the providers seen (i.e. provider name, address, NPI, etc.) CDRC will then use this information to subpoena these providers for additional information as set forth in 31 Del. C. § 320.</p> <p>The Child Death Review Committee is not subject to FOIA and its data is not public.</p> <p>This request benefits the triple aim by providing information to Public Health agencies and recommendations that inform policy.</p> <p>CDRC will use SFTP to transfer data to/from the DHIN. This sFTP will only be accessible to the principal investigator and staff identified in the application. Data provided by the HCCD will be securely stored in a password protected environment.</p> <p>Committee Questions:  Will this be a Monthly process to get data from the HCCD? Yes.  Confirmed that there is no access to CDRC data by public, including that the</p>

	<p>CDRC is exempt from FOIA laws.</p> <p>Dimensions of Consideration:</p> <ol style="list-style-type: none"> <li><b>Project Details</b> – does it follow the purpose of the HCCD. Yes, There were no questions.</li> <li><b>Distribution of the project:</b> no data are permitted to be shared publically.</li> <li><b>Data Request:</b> No cost data are being requested. Data looks appropriate to the use of the data and with the additional protections no concerns.</li> <li><b>Linkages to other datasets:</b> Will not be linking the data to any other data sets.</li> <li><b>Security</b></li> <li><b>Other persons involved:</b> Only CDRC staff</li> <li><b>Ability to serve as a responsible steward</b> Yes</li> </ol> <p><b>Comments from Payers were received and provided.</b></p> <ul style="list-style-type: none"> <li>DMMA – no concerns.</li> <li>Express Scripts: Had questions about how this use of the HCCD data is specific to Delaware’s Triple Aim efforts. Anne Pedrick, the principal investigator, provided a written response to clarify how this use of the claims data advances Delaware’s Triple Aim.</li> </ul>
4. Public Comment	None provided
5. Decision for LD4 Application	<ul style="list-style-type: none"> <li>No need for recusals.</li> <li>Motion to approve (Bernie) and seconded. <ul style="list-style-type: none"> <li>All votes were in favor</li> <li>No abstentions</li> <li>No denials</li> </ul> </li> </ul> <p><b>Application was approved</b></p>
6. Next Steps and Adjourn	DHIN will contact the principal investigator for next steps. Next meeting June 1, 2020. There are no pending applications currently.

Attendance list:

Tanya Bernstein, Anne Pedrick, Jill Hutt, Faith Rentz, Krishna Vasireddy, Karen Kane, Michael Sims, Liz Staber, Aetna, Troy McDaniel, Jan Lee, James Spellman, Jonathan Kaufman, Meredith Stewart-Tweedy, Scott Perkins, Bernie Inskeep, Stephen Lawless, Jeff Reger, Ali Charowsky, Pier Straws, Terri Lynn Palmer

***Attendance May 4, 2020; All on Zoom Call::***

<b><i>Committee Member</i></b>	<b><i>Present</i></b>	<b><i>Conference line</i></b>	<b><i>Absent</i></b>
Jill Hutt		X	
Bernadette Inskeep		X	
Karen Kane		X	
Jonathan Kaufmann (Chair)		X	
Stephen Lawless		X	
Jan Lee		X	
Kathleen Matt			X
Troy McDaniel		X	

Faith Rentz		X	
James Spellman		X	
Liz Staber		X	
Meredith Stewart-Tweedie		X	

<i><b>DHIN</b></i>	<i><b>Present</b></i>	<b>Conference line</b>	<b>Absent</b>
Krishna Vasireddy		X	
Gurpreet Kaur		X	
TerriLynn Palmer		X	
Scott Perkins		X	
Jeff Reger		X	
Michael Sims		X	
Pier Straws		X	
Tanya Bernstein – Facilitator		X	

<i><b>Guests</b></i>	<i><b>Present</b></i>	<b>Conference line</b>	<b>Absent</b>
Anne Pedrick		X	