

HARK TRANSACTION WORKGROUP MINUTES

Meeting: HARK Transaction Workgroup
Date: Thursday, March 14, 2002
Location: BCBSKS
Polk Auditorium
1234 Polk Street
Topeka, KS

WELCOME/VENDOR REPORT:

Marcia McKinney welcomed the group and asked if there were any payers or vendors in attendance. Preferred Health Systems, Century Health Solutions and Blue Cross Blue Shield of Kansas were present. The following organizations were invited by HARK Transaction Workgroup Members to attend. (Forgive my spelling, please.)

United Health Care- Julie Barber
Computerese/ Medical Manager- John Quinlan
Aetna- Cathy Richter and Jill Anderson
Gateway EDI- Jim Bettendorf
Mid-America Health- Lori Sayer

The group reported that Fortis was contacted regarding their progress and they reported that they are compliant. Aetna said they have a national office that is responsible for HIPAA so they do not need to participate in local surveys to assess their progress. When contacted, Computerese (Topeka) / Medical Manager stated that there will be a cost to their clients to upgrade but they did not yet know what those costs would be. Kansas City Medical Manager reported the same. In addition, they do not yet have timelines available for installation and/or testing.

What can the transaction workgroup do to get more information from vendors? Suggestions:

- 1) Bypass the local office and go directly to the corporate offices.
- 2) Send a questionnaire from the HARK Transaction Workgroup rather than from various individuals. Something to show our collaborative effort.
- 3) Send to payers and vendors (separate surveys) with a 30 day response deadline and informing them that the results will be posted on the HARK website. Or, link HARK to their websites.

EXTENSION:

Marcia distributed copies of the revised draft of the extension request form. She reported that BCBSKS will file for the extension and that BCBSKS is encouraging providers to file as well. The final version is due to be published the end of March or early April and it has been announced that entities who complete the form on the web will receive a confirmation number via email confirming that the extension has been accepted.

TESTING:

Testing for Medicare Parts A and B will begin April 16, 2002. The full testing schedule is posted on the www.kansasmedicare.com website.

Preferred Health reported that they are making the necessary upgrades and will complete by June or July. They expect to have the transaction code sets tested by October. They are using Envoy and are looking for a testing partner.

Century Health Solutions is working with WebMD/Envoy to do the translations and will start testing soon.

OUTLINING A PLAN / OBTAINING TOOLS AND INFORMATION:

What can the HARK Transaction Workgroup do to create an implementation plan template for the members in this group as well as for others across the state?

Salina Surgical Hospital is implementing security measures now and has completed a gap analysis using the tools in Veterans Press. They found them to be helpful and thorough but repetitive in some areas.

Another gap analysis tool can be found at www.concio.com. It's a web-based version and addresses transaction code sets as well as privacy/security. The Iowa Hospital Association is currently using this tool.

Another website that has HIPAA information is www.hipaa-it.com. It lists some free reference tools and articles as well as some for purchase.

Another gap assessment and risk analysis can be found at www.hipaadvisory.com/action/compliance/gapassessment.htm. It is free, very comprehensive and is applicable to either the HCFA 1500 or UB92.

At the last meeting, BCBSKS provided some documents that provided crosswalks between the claim (UB92/HCFA 1500) and the processing system to illustrate what new information would be required when HIPAA is implemented. Preferred Health reported that they are working on similar documents but have not completed them yet. As these types of tools are created, could they be posted to the www.HARK.info website? Do we need a central location where we can store gap analysis tools? On the HARK website? Perhaps create links from the HARK site to those sites who offer these?

PROVIDER EDUCATION:

What type of training and education do the providers need and what method is the most effective?

Teleconferences: Good if agendas and handouts are provided ahead of time.

E-learning: Not all are set up for this. Could be costly to produce.

Power Point Presentations: Could be posted on a website and downloaded/duplicated at the facilities.

Providers may be looking to the payers to tell them how to bill and to other sources to educate them on privacy and security. They want to know what they need to do to file claims and get payment. In addition, the billing agencies should be kept in the "information loop" since many practices do not submit their own claims. The assumption that the clearinghouses and vendors will take care of everything still persists.

How will providers know what they need to change and/or what additional information they need to provide in the future? The Notice of Proposed Rule Making hopefully will address some of this. Marcia referenced the article "Provider Myths and Realities". (She will report to the group the web address to obtain a copy). It addresses the question: What data do I need to collect from the patient to be able to transmit? What about local codes? Standard code sets?

Preferred Health said for their internal training they have contracted with Eduneering (www.eduneering.com) to provide a HIPAA 101 course. It is web-based, 20-25 minutes long with a quiz at the end. It provides a general overview, information regarding the transaction sets and privacy. While much of this information is "canned", the code of conduct will be customized. Later, there will be another privacy training module. BCBSA and some Blue Cross Blue Shield plans have purchased this product. The cost is estimated to be between \$10 and \$30 each.

The health departments met a few weeks ago and are working on securing a grant to get budget money needed so that they can begin HPA training and planning.

The Kansas Hospital Association has some training information on their site (www.kha-net.org) for their members. HCPPro (www.hcpro.com) also has some online training programs that can be shipped to employees via the intranet.

WebComply (?) has a privacy/attorney piece in "common language" but does not have any information on the transactions.

The group determined that there is not one best way to offer HIPAA training and that the best approach would be a combination of workshops, e-learning, conference calls, video calls and printed materials.

ACTION ITEMS:

1. **Team:** Share best practices and progress with the rest of the team at the next meeting.
2. **Marcia:** Will check to see what the Missouri SNIP group has regarding vendors' readiness. The team determined that the HARK Transaction Workgroup would not survey the vendors in Kansas to determine their readiness.
3. **Team:** The team is exploring the possibility of sending a readiness survey to the payers in Kansas. A list could be obtained from the Kansas Insurance Department. It was suggested that the HARK Steering Committee ask KID to support the survey by encouraging payers to file their response. If the team moves forward with this, specific information would be requested regarding revenue codes, local codes and claim filing requirements.
4. **Team:** If anyone obtains information regarding whom to contact in Medicaid regarding HIPAA, please share that information at the next meeting. Marcia still has not heard if ASK will be a clearinghouse for Medicaid.
5. **Marcia and Angie:** Will take the proposal to centralize the website and resources on the HARK website to the HARK Steering Committee. In addition, Marcia agreed to post information to the HARK website and/or the ASK website regarding testing components and certification and will post on the web something to clarify the differences between testing and certification.

Next meeting: The team decided to meet on the same day/location as the Privacy Workgroup meets. Anyone is welcome to attend the both the privacy and transaction workgroup sessions. Make a "HIPAA Day of it!"

**April 16, 2002 - Tuesday
Polk Auditorium - Topeka
9:00 - 12:00 - Privacy workgroup
12:00 - 12:30 - Break time to hit a drive through and bring back**

lunch

12:30 - 1:30 - Privacy/Transaction Workgroups sharing - working

lunch

1:30 - 4:00 - Transaction workgroup - agenda below

NEXT AGENDA:

1. **Team report-** share payer and vendor information obtained.
2. **Marcia McKinney-** Update on extension process.
3. **Team report-** Search websites and share with group.
4. **Team report-** Share best practices to include educational efforts in the facilities.
5. **Team-** Finalize survey for payers.
6. **Team-** Establish a team leader or co-leaders and define goals and objectives for this team.

Note: Because of the meeting content and focus, the members representing Blue Cross and Blue Shield of Kansas and ASK believe that it is inappropriate to continue as leaders of the HARK Transaction Workgroup. While we are willing to serve as a resource to this team and to provide the team with progress reports and information, we believe that the team would be better served if it were to be led by an entity other than a payer. If this were the case, the team may be more successful in obtaining information from other payers and vendors.

Therefore, the April meeting will be the last meeting led by Blue Cross and Blue Shield of Kansas and/or ASK. Members in attendance will be asked to step forward as leader of this team. If you will not be able to attend the next meeting and are interested in assisting with the leadership of the group e-mail or contact Cathy.holmes@bcbsks.com, 785-291-8709.