

NORTHCARE NETWORK

POLICY TITLE: Data Quality Management	EFFECTIVE DATE: May 1, 2006
DATE OF LAST REVIEW: (Reviewed with no changes or minimal text revisions.) 01/23/2007	DATE OF LAST POLICY REVISION: (Revision to policy statement.) 04/05/2011

POLICY

NorthCare will have written policies and procedures to ensure data quality throughout local and regional data collection, calculation, validation, and reporting processes. NorthCare and Network Providers will assure compliance with written reporting guidelines and requirements as published by NorthCare and/or MDCH. All regional and state reporting will be generated from ELMER, Great Plains, and other approved sources. NorthCare will monitor compliance with reporting requirements through ongoing reporting and data analytics, documentation reviews, and annual site reviews.

PURPOSE

To assure NorthCare and all Network Providers report accurate and timely data as required by NorthCare and MDCH including, but not limited to, QI data, PI data, encounter data.

APPLIES TO

NorthCare and Network Providers.

DEFINITION

Accurate Reporting is the timely submission of complete, validated data as defined by DCH requirements.

Validated Data means that file content has been confirmed to be accurate either manually or via automated routines.

Network Provider means affiliate CMHSPs and sub-contract providers.

Upon securing access to the Community Health Automated Medicaid Processing System (CHAMPS) and the state data warehouse, NorthCare will utilize this source data for regional encounter reconciliation. [NOTE: At the time of this policy update, target for access to this source data is April 2011.]

REFERENCES

- NorthCare / CMHSP Delegation Agreement
- PIHP Data Certification – Annual Attestation
- PIHP/MDCH Contract: Section 6.5.1 as amended
- PIHP/MDCH Contract Attachment P.6.5.1.1 Reporting Requirements
- NC Directive_Doc-SAL for Contractor and CMH Staff_10April9
- NC Directive_Documentation in Consumer Record_10June8

- NC Directive_Elmer Data Entry Standards_10Feb4
- NC Directive_ReportingEmploymentData_10Dec9
- Performance Indicator Reporting Guidelines_10September_FINAL
- Regional 837 QI and Encounter Process Flow
- Regional Pre/Post Data Scrubbing guidelines

BOARD ADOPTED/REVIEWED DATE

03/03/2006, 06/01/2011

COO APPROVAL

04/05/2011

HISTORY

REVIEW DATES: 01/23/2007

REVISION DATES: 01/23/2007