

**ODJFS Methods for MCP Self-Reported  
Audited HEDIS Results**

**Provider Agreement Effective through Contract Period ending June 30, 2013**

**Issued: August 2012**

## Introduction

This methodology document describes the State Fiscal Year (SFY) 2013 requirements for collecting and submitting self-reported Healthcare Effectiveness Data and Information Set (HEDIS)<sup>®1</sup> data to ODJFS.

The requirements and methodology for the following key components are addressed as follows:

- ◆ The list of MCP performance measures
- ◆ The audit requirements
- ◆ The data submission protocol
- ◆ The data certification requirements
- ◆ The data submission timeline

**Report Periods:** The table below displays the HEDIS data measurement period for each SFY.

For Contract Period	Reporting Year
SFY 2013	January 1, 2012 – December 31, 2012

MCPs are required to collect, report, and submit to ODJFS the self-reported, audited HEDIS measures reported by the MCP to NCQA for Ohio Medicaid members. This must include the following HEDIS measures for its overall Ohio Medicaid population:

**Table 1 Required Medicaid Measures for SFY 2013 (CY 2012)**

- Children and Adolescents’ Access to Primary Care Practitioners- 12-24 Mos., 25 Mos.-6 Yrs, 7-11 Yrs., and 12-19 Yrs.
- Adults’ Access to Preventive/Ambulatory Health Services-Total
- Follow Up After Hospitalization for Mental Illness-7-Day follow-Up
- Mental Health Utilization
- Follow Up Care for Children Prescribed ADHD Medication- Initiation Phase
- Initiation and Engagement of Alcohol and Other Drug Dependence Treatment- Engagement of AOD Treatment, Total
- Adolescent Well Care Visits
- Prenatal Care and Postpartum Care-Timeliness of Prenatal Care
- Frequency of Ongoing Prenatal Care-Greater than or Equal to 81 Percent of Expected Visits
- Use of Appropriate Medications for People with Asthma-Total
- Appropriate Treatment for Children with Upper Respiratory Infection
- Well Child Visits in the First 15 Months of Life
- Well Child Visits Third, Fourth, Fifth, and Sixth Years of Life
- Comprehensive Diabetes Care (CDC)—HbA1c Control (<8.0%); Blood Pressure Control (<140/90 mm Hg); LDL-C Screening; Eye Exam (Retinal) performed
- Controlling High Blood Pressure

<sup>1</sup>HEDIS is a registered trademark of the National Committee for Quality Assurance (NCQA)

**Table 1 Required Medicaid Measures for SFY 2013 (CY 2012)**

- Cholesterol Management for Patients With Cardiovascular Conditions (LDL-C Screening and LDL Control (<100 mg/dL))
- Persistence of Beta Blocker Treatment after a Heart Attack

## **Audit Requirements**

ODJFS requires each MCP to contract with an NCQA-licensed organization (LO) and undergo a HEDIS Compliance Audit™ conducted by an NCQA-Certified HEDIS Compliance Auditor (CHCA). A listing of LOs and CHCAs can be found at <http://www.ncqa.org/tabid/204/Default.aspx>. All audits must be conducted according to NCQA's *HEDIS Compliance Audit: Standards, Policies, and Procedures, Volume 5*.

**Audit Scope:** The audit scope must include at a minimum all ODJFS required measures for the overall Ohio Medication population.

**Audit Timeline:** Audits are required for self-reported data submission of HEDIS 2013 data (based on measurement year 2012). Audits must be completed in accordance with NCQA's timeline.

**Audit Components:** All audits must include: (1) auditor review of Record of Administration, Data Management and Processes (Roadmap) completed by the MCP, (2) source code/software certification review, (3) supplemental data validation [if applicable], (4) medical record review validation, (5) onsite visit, and (6) final rate review.

**Final Audit Report:** The Final Audit Report, prepared by the audit organization, must address:

- ◆ Information about the LO
- ◆ Audit team information
- ◆ MCP information
- ◆ Audit scope, product lines, timeline
- ◆ Supplemental database findings
- ◆ Source code review findings
- ◆ MRR validation findings
- ◆ Information System (IS) standards findings
- ◆ Final audit results statement

## Data Submission Protocol

1. MCPs are required to submit the **audited HEDIS data** to ODJFS as follows:

- Submission Tool:** NCQA’s Interactive Data Submission System (IDSS)—must be the final, auditor-locked version
- Submission Format:** Data-Filled Workbook (Excel) and CSV Workbook for each submission
- Submission Units:** Overall Ohio Medicaid population
- Naming Conventions:** Maintain the IDSS-generated naming convention for each file (e.g. workbook-four digit submission ID.xls or csv.)
- Example: “workbook-1234.xls” or “workbook-1234.csv”
- Submission Method:** Upload files to HSAG’s FTP in MCP designated folder for self-reported HEDIS data under the G1 task
- Submission Due Date:** June 21, 2013

2. MCPs are required to submit the Final Audit Report (FAR) to ODJFS as follows:

- Submission Format:** Final Word or PDF file prepared by audit organization
- Submission Method:** Submit FAR to MCP’s contract administrator via e-mail.
- Submission Due Date:** July 22, 2013

In addition to submitting self-reported HEDIS results, MCPs are required to submit the FAR to ODJFS. A review of each FAR will be conducted in order to determine if any data collection or reporting issues were identified. In addition, any measure that is assigned an audit result of “Not Report” (i.e., NR) will be evaluated to determine the issue(s) that resulted in the assignment of an NR. MCPs must be prepared to provide any requested back-up documentation to account for an NR audit designation. Based on the findings from the review of the FARs and any NR audit result assigned, ODJFS will have the discretion to require a corrective action plan or other action as designated by the State.

## Data Certification Requirements

Each MCP must submit separate signed data certification letters (Attachment 1) attesting to the accuracy and completeness of (1) the audited HEDIS data and (2) the FAR. The MCP must enter the file names for each IDSS file submitted to ODJFS. The data certification letter for the IDSS must be submitted to HSAG's FTP. The data certification letter for the FAR must be submitted to the MCP's contract administrator via e-mail. Data certification letters are due on the same day that the data files are submitted (June 21, 2013 for the IDSS submissions and July 22, 2013 for the FARs).

## Data Submission Timeline

MCPs are required to adhere to the following timeline for the submission of self-reported HEDIS data:

Reporting Year	Submission Requirement	Due Date
HEDIS 2013 (January thru December 2012)	Final, locked IDSSs for Overall Ohio Medicaid	June 21, 2013
	Data certification letter	June 21, 2013
	Final Audit Report (FAR)	July 22, 2013
	FAR data certification letter	July 22, 2013

## Appendix 1

### MCP Self-Reported HEDIS Data Letter of Certification for Audited IDSS Data

I, the undersigned, do hereby attest, based on my knowledge, information, and belief, that the data contained in the file submission(s) is the final, auditor-locked version of the IDSS submitted to NCQA containing the HEDIS measures reported by the MCP to NCQA for Ohio Medicaid members and is accurate, truthful, and complete. Furthermore, I attest that the data submitted was audited via a HEDIS Compliance Audit conducted by an NCQA-licensed organization.

Signature of CEO, CFO, or delegated authority	Print Name
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IDSS file name(s):

Name of MCP Submitted for:
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Submitter Name	MCP Org and Sub ID
Street Address	Telephone Number (include area code) (     )
City and State	Zip Code

**MCP Self-Reported HEDIS Data  
Letter of Certification for  
Final Audit Report**

I, the undersigned, do hereby attest, based on my knowledge, information, and belief, that the information contained in the Final Audit Report (FAR) is accurate, truthful, and complete. Furthermore, I attest that the FAR was produced as a result of an NCQA HEDIS Compliance Audit conducted by an NCQA-licensed organization.

Signature of CEO, CFO, or delegated authority	Print Name
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FAR file name(s):

Name of MCP Submitted for:
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Submitter Name	MCP Org and Sub ID
Street Address	Telephone Number (include area code) (     )
City and State	Zip Code