

# Texas Health Services Authority Collaboration Council

May 6, 2011  
10:00 am

# Meeting Agenda

1. Welcome, Introductions, and Announcements
2. Update on Implementation of Texas HIE Plan
  - a. Local HIE Grant Program
  - b. White Space Strategy
3. Discussion of Collaboration Council Charter
4. Discussion of Governance and Statewide Collaborative Policy Development Process

# Meeting Agenda

5. Key Initial Areas of Focus
  - a. Interoperability Standards
    - Presentation by Accenture on Work Plan to Document and Report on Technical Standards, Develop Enterprise Architecture Blueprint (EAB), Create Technical Implementation Specifications, and Document EAB Lifecycle Management Plan
  - b. Privacy and Security Policies, Procedures, and Guidelines
    - Presentation by HITRUST on Common Security Framework
6. Future Meeting Schedule
7. Other Items?
8. Future Agenda Items?

# Update on Implementation of Texas HIE Plan

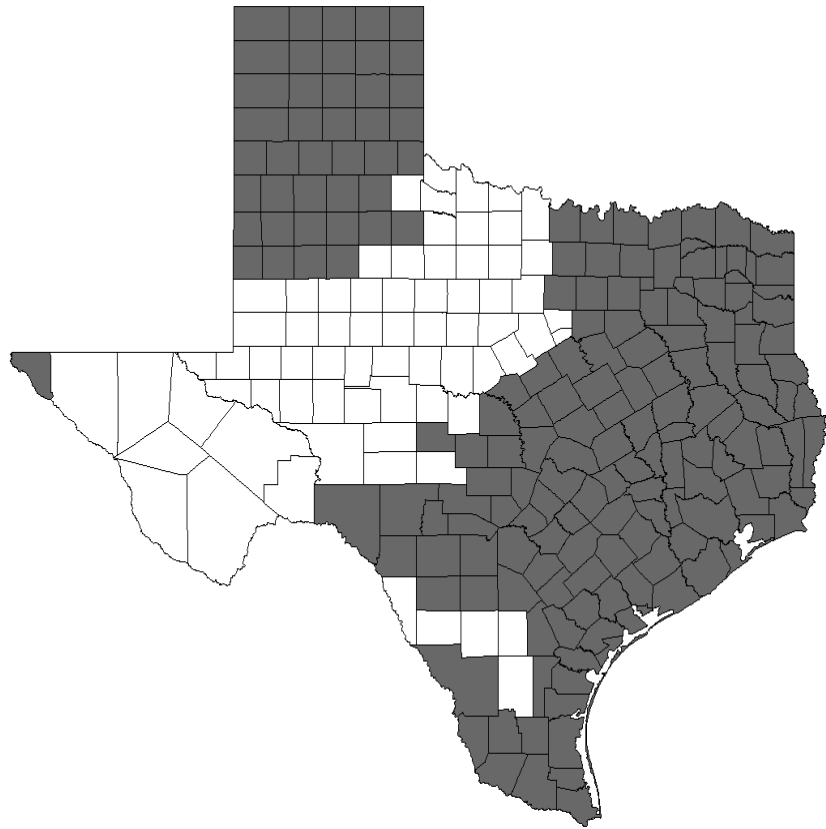
Local HIE Grant Program and White Space Strategy

- HHSC, with support from THSA, is administering a \$19.5 million Local HIE Grant Program to support new or expanding HIE initiatives by partially funding planning, development, and operations of local HIE networks.
- Grant funds may be used to:
  - Develop a business and operational plan for upgrading or implementing HIE infrastructure to deliver core HIE services and to implement required policies and standards;
  - Upgrade or implement HIE infrastructure to deliver core HIE services and implement policies and standards; and
  - Monitor and evaluate HIE impact to inform sustainability planning.
- HHSC announced \$3.5 million in tentative awards for planning to seventeen (17) local HIEs in March 2011.

**Tentative Local HIE Grant Awardees**

Coalition of Health Services	North Texas Accountable Healthcare Partnership
FirstNet HIE	Northeast Texas HIE
Greater Houston HIE	Paso del Norte HIE
Healthcare Access San Antonio	North Texas Red River HIE
Health Information Network of South Texas	Rio Grande Valley HIE
HIE Southeast Texas	Rio One Health Network
Integrated Care Collaborative	Southeast Texas Health Systems
iHealth Trust	Galveston County HIE
Montgomery County HIE	

Local HIE Coverage in Texas



## Tentative Timeline

December  
2010  
RFA  
Released

April 2011  
Award  
Contracts

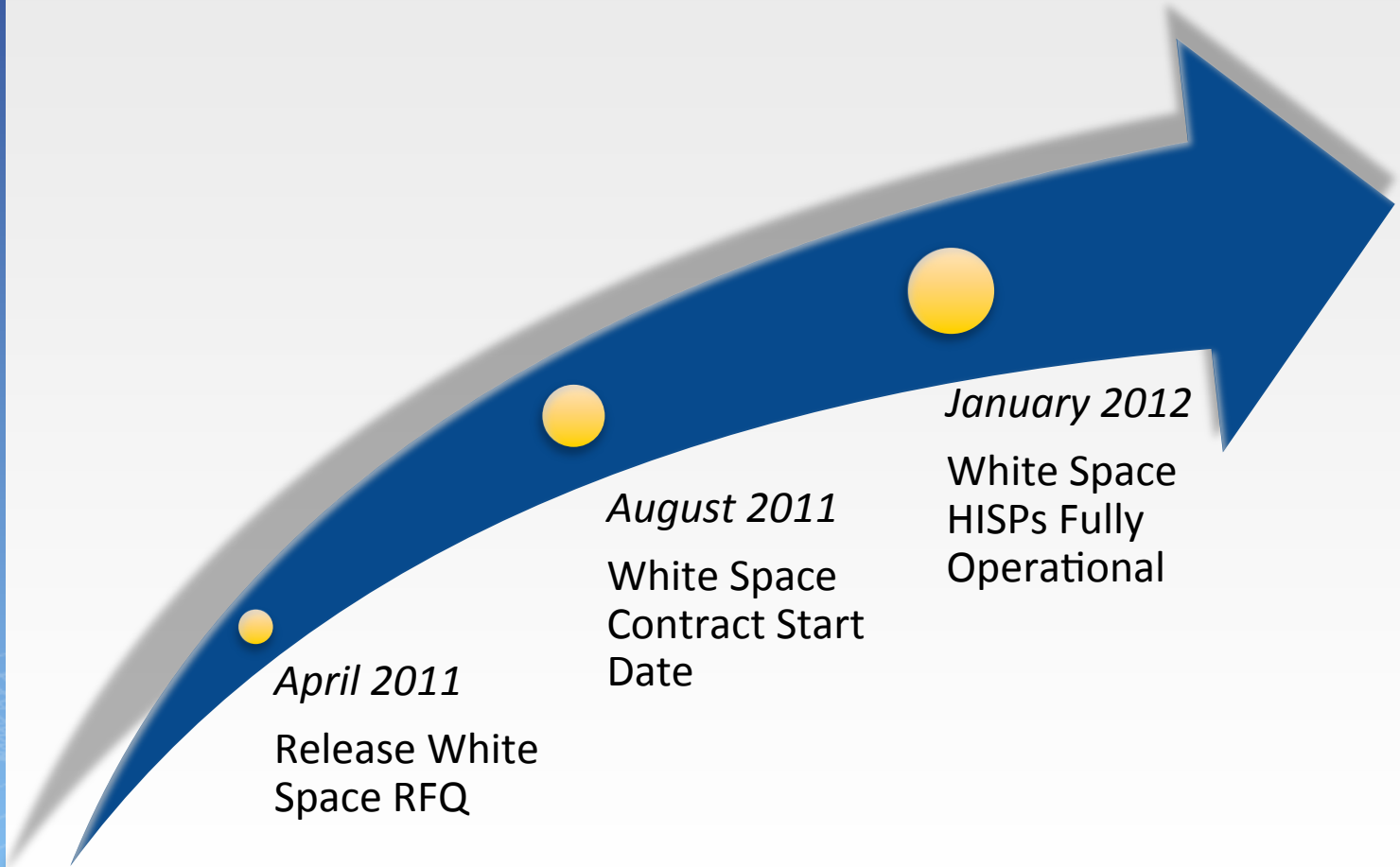
April-Dec 2011  
Planning

January 2012  
Operations

# White Space

- THSA will contract with one or more qualified organizations to support physicians and hospitals located in areas without a local HIE or the “White Space” in Texas.
- These organizations, or Health Information Services Providers (HISPs), must provide the electronic capabilities for the transmission of all clinical transactions necessary for meaningful use of EHRs in accordance with recognized federal and state standards.
- \$2 million in total funds is available to support the White Space strategy. All HISPs approved by the THSA will be eligible to receive a subsidized payment from Texas hospitals and eligible physicians located in the identified White Space counties.

## Tentative Timeline



# Collaboration Council Charter

# THSA



TEXAS HEALTH SERVICES AUTHORITY

## COLLABORATION COUNCIL

November 18, 2010

### Role of Collaboration Council

The primary role of the Collaboration Council is to provide advice to the THSA Board of Directors and to develop consensus among key stakeholders on planning and implementation of statewide health information exchange (HIE). The THSA or its designee shall assign tasks to the Council.

### Collaboration Council Membership

The Collaboration Council members shall serve one-year terms. The Council shall be composed of sixteen (16) members each of whom shall serve in one of the positions specified below:

- THSA CEO
- Four (4) HIE Representatives – One sanctioned local HIE representative per Regional Extension Center (REC) region to provide input from regional/local HIEs to ensure coordinated approach to HIE implementation and operations within Texas.
- State Health Information Technology Coordinator
- The Commissioner or a representative designated by the Commissioner of the Texas Department of State Health Services
- An individual designed by the Texas Association of Health Plans
- An individual designated by the Texas Hospital Association
- An individual designated by the Texas Medical Association
- Four (4) Regional Extension Center (REC) Representatives – One individual per approved REC
- Employer Representative – An individual representative of an employer
- Consumer – An individual who is a consumer of health care services and has expertise in privacy and security of health information

Ex-Officio Membership: The following organizations shall designate one member to serve as an ex-officio member of the Council:

- One representative from all other sanctioned HIEs that are not a member of the Council
- Texas Association of Community Health Centers
- Texas Council of Community Mental Health & Mental Retardation Clinics
- Texas e-Health Alliance
- Texas Pharmacy Association

The THSA or THSA CEO may designate other ex-officio members of the Council.

**Approved by the THSA Board of Directors and Effective** as of the date set forth above.

A handwritten signature in black ink, appearing to read 'E. Marx', written over a horizontal line.

Edward Marx, Chairman

# Collaborative Policy Development Process



## Statewide Collaborative Policy Development Process

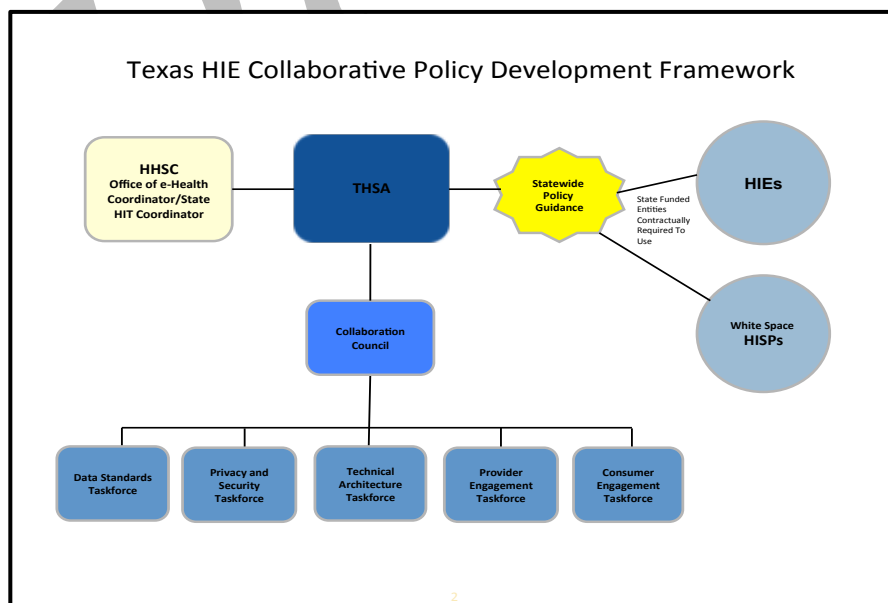
### Introduction

In order for Texas to achieve its statewide health information exchange (HIE) objectives and the objectives required by the Office of the National Coordinator for Health Information Technology (ONC), the Texas Health Services Authority (THSA) is managing an open and transparent collaborative process to support input from multiple stakeholder groups into the strategy and policy for HIE deployment within the state of Texas.

### Statewide Policy Guidance – Development and Approval Process

The THSA has formed several stakeholder task forces to monitor ongoing developments related to HIE capabilities including data standards, security, and technical architecture, and provide input to the THSA Collaboration Council on common policies and procedures, standards, technical approaches, and shared services. The Collaboration Council’s role is to help provide oversight of the implementation of HIEs within the state and provide recommendations to the THSA Board of Directors. The Board of Directors will consider these common policies and other recommendations developed through this collaborative process and issue Statewide Policy Guidance to local HIE’s and other contractors as necessary to support a common and consistent technical, privacy, security, and legal framework for HIE in Texas. Statewide Policy Guidance may be issued on an interim basis by HHSC for state funded local HIEs if necessary. Guidance developed through this process shall be reviewed on a regular basis

The diagram below illustrates the collaborative governance model:



The following Statewide Policy Guidance may be developed through this collaborative process in 2011:

- *Privacy and Security Policies and Procedures* – The establishment of privacy and security policies and standards will be driven by the collaborative process but may include the development of a consent policy (based on legislative direction), trust agreements, universal consent form, and security policies.
- *Interoperability Standards* – The establishment of interoperability standards will be driven by the collaborative process but will include the development of an enterprise architecture blueprint (EAB), technical implementation specification document, and an EAB lifecycle management plan.

Statewide shared services and other forms of Statewide Policy Guidance may also be considered through this collaborative process.

## **Collaboration Council and Task Forces**

As mentioned above, the Collaboration Council's role is to monitor the implementation of HIEs within the state and to make recommendations on common policies and procedures, standards, technical approaches, and services to support the necessary statewide HIE infrastructure in Texas.

### **Collaboration Council Membership**

The Collaboration Council members serve one-year terms. The Council is composed of sixteen (16) members, each of whom serves in one of the positions specified below:

- THSA CEO
- Four (4) HIE Representatives – One state funded local HIE representative per Regional Extension Center (REC) region to provide input from regional/local HIEs to ensure coordinated approach to HIE implementation and operations within Texas.
- State Health Information Technology Coordinator
- The Commissioner or a representative designated by the Commissioner of the Texas Department of State Health Services
- An individual designated by the Texas Association of Health Plans
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Ex-Officio Membership: The following organizations shall designate one member to serve as an ex-officio member of the Council:

- One representative from all other state funded HIEs that are not a member of the Council
- Texas Association of Community Health Centers
- Texas Council of Community Mental Health & Mental Retardation Clinics
- Texas e-Health Alliance
- Texas Pharmacy Association

The THSA or THSA CEO may designate other ex-officio members of the Council. The THSA CEO serves as chair of the Collaboration Council.

#### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule:
  - \* Friday, May 6, 2011 – 10:00 a.m.

#### **Task Forces**

The THSA Board formed the following five task forces for the purpose of bringing together key stakeholder subject matter experts to develop consensus-based strategies and recommendations:

- Data Standards;
- Technical Architecture;
- Privacy and Security;
- Provider Engagement; and
- Consumer Engagement.

Recommendations of the task forces will be forwarded to the Collaboration Council for its consideration in formulation of its recommendations to the THSA Board.

#### **Task Force Membership**

Task force members represent a broad array of stakeholder interests in the development of the aspects of Texas HIE considered by each task force. The members and their active participation are key to ensuring an open and robust collaborative process to develop solution recommendations that will result in a functional HIE system that addresses the needs of all participants. Interested parties were invited in March 2011 to register an application for membership on one or more of the five THSA task forces, with selection in April 2011 made by THSA staff to ensure broad representation of affected stakeholders.

Members are expected to contribute to the task forces as follows:

- Commit to serve a twelve-month term from May 2011-April 2012;
- Attend and actively participate in all scheduled Task Force conference call and in-person meetings as scheduled;
- Communicate the perspective of the organizations they represent with other Task Force members while prioritizing the statewide interests for HIE in decisions and recommendations;
- Communicate Task Force activities, progress and recommendations back to the organizations and participants they represent;

- Stay up-to-date on current developments and events at the state and federal level regarding issues relating to the work of the Task Force, review any briefing materials provided prior to meetings, and be prepared to contribute;
- Work with other members and staff in a collaborative and consensus-oriented fashion to develop workable solutions to achieve the goals and purpose of the Task Force.

### **Task Force Timeline**

The THSA task forces were created with the expectation that they will address questions relating both to initial HIE approaches and policies and ongoing needs as they arise.

Each of the Task Forces will receive initial direction from the Collaboration Council and will meet the second week of May 2011 and on a regularly scheduled monthly basis thereafter via conference call. Meeting schedules for each task force are listed separately below. Additional or in-person meetings may be called as necessary.

Members will be provided ability to access and share documents and other presentations via an Internet hosting site established and managed by THSA staff.

### **Task Force Staffing**

Steve Roddy, THSA Associate Director of Policy & Planning, is responsible for managing the task forces.

#### Task Force direction/facilitation staffing:

- Data Standards – Lillian Prince, THSA Associate Director of Operations & Technology
- Technical Architecture – Lillian Prince
- Privacy/Security – Steve Roddy/Jocelyn Dabeau, THSA Legal and Policy Analyst
- Provider Engagement – Steve Roddy
- Consumer Engagement – Steve Roddy

Additional staff support and assistance may be provided by Texas Health and Human Service Commission or member agency staff and/or by contract as needed.

#### Staff roles and responsibilities:

- Develop; manage and maintain Task Force work plans;
- Prepare meeting schedules and agendas;
- Convene and facilitate meetings;
- Foster development of and draft consensus-based recommendations to be communicated with the Collaboration Council;
- Establish and manage communications between staff and Task Force membership via selected Internet hosting site;
- Prepare and distribute meeting summaries;
- As appropriate, work with consultants and/or other subject matter experts to facilitate discussion and draft policies.
- Prepare and submit quarterly reports on Task Force progress and planned activities.

## Task Force Charters and Work Plan

### Data Standards Task Force

#### Charter

- This task force shall support the secure, interoperable exchange of health information among unaffiliated organizations by providing input on the development of technical standards, data exchange standards, and technical security standards, and the development of implementation specification requirements.

#### Objectives

- Support the secure, interoperable exchange of health information among unaffiliated organizations by providing input on the development of technical standards, data exchange standards, and technical security standards, and the development of implementation specification requirements.

#### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule:
  - \* Tuesday, May 10, 2011 – 10:00 a.m.

#### Major Deliverables

- Convene in regularly scheduled monthly meetings; additional meetings as required.
- Continuously review State and Federal Government, and industry Healthcare Information Technology landscape and identify the relevant architecture, data, exchange, and security standards, models and profiles to support the secure, interoperable exchange of health information among unaffiliated and (technically) heterogeneous organizations.
- Evaluate and provide input on a technical implementation specification document that can be used by local and regional HIEs as a technical reference for HIE implementation.
- Initial draft issue recommendations; additional drafts as required.
- Submit finalized issue recommendations to the Collaboration Council for its review and consideration.
- Study additional related issues as needed and as identified by the Collaboration Council or the Task Force.
- Provide monthly progress reports to the Collaboration Council on Task Force activities and deliverables status.
- Provide quarterly progress reports to the THSA Board on Task Force activities and deliverables status.
- Develop 2012 work plan.

#### Areas of Study

- Review data exchange standards, models & profiles, including Health Information Technology Standards Panel (HITSP) recommended standards, Integrating the Healthcare Enterprise (IHE) Profiles, and Direct messaging.
- Review ONC Office of Standards & Interoperability; S&I Framework.
- Consider security standards, including identity management, authentication and authorization.

- Identify and consider recommendations relating to additional issues identified by the THSA Collaboration Council, the Task Force, or staff.

### **Technical Architecture Task Force**

#### Charter

- This task force shall provide input on the implementation of a hybrid architecture that supports a network of networks, linking local HIE networks together, linking local HIE networks to state agencies, and ultimately linking state networks among each other and to the Nationwide Health Information Network. The task force will support the development of a six-year enterprise architecture blueprint.

#### Objectives

- Provide input on the implementation of a hybrid architecture that supports a network of networks, linking local HIE networks together, linking local HIE networks to state agencies, and ultimately linking state networks among each other and to the Nationwide Health Information Network.
- Evaluate and provide input on the development of a six-year enterprise architecture blueprint (EAB) and EAB lifecycle management plan.

#### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule:
  - \* Tuesday, May 10, 2011 – 2:00 p.m.

#### Major Deliverables

- Convene in regularly scheduled monthly meetings; additional meetings as required.
- Develop prioritized list of outstanding technical architecture issues based on initial direction from the THSA Collaboration Council.
- Develop initial draft issue recommendations; additional drafts as required.
- Submit finalized issue recommendations to the Collaboration Council for its review and consideration.
- Study additional related issues as needed and as identified by the Collaboration Council or the Task Force.
- Provide monthly progress reports to the Collaboration Council on Task Force activities and deliverables status.
- Provide quarterly progress reports to the THSA Board on Task Force activities and deliverables status.
- Develop 2012 work plan.

#### Areas of Study

- Examine hybrid model architecture advantages, disadvantages and structural requirements, including minimum clinical data set requirements.
- Identify and develop recommendations state-level shared services, including a record locator service, provider directory services (to provide network addresses and communication protocols for connecting providers and other entities with authorization to share health information), and connectivity to state data sources and the Nationwide Health Information Network.

- Identify and consider recommendations relating to additional issues identified by the THSA Collaboration Council, the Task Force, or staff.

## **Privacy and Security Task Force**

### Charter

- This task force shall provide input on the development of privacy and security policies and standards that protect the privacy of patients involved in statewide HIE to the highest legal standard while enabling the secure exchange of health information. The task force will support ongoing analysis of a legal framework for the State of Texas.

### Objectives

- Develop recommendations for consideration by the THSA Collaboration Council on the development of privacy and security policies and standards that protect the privacy of patients involved in statewide HIE, enable patient access to their health information, and enable the secure exchange of health information across the emerging statewide HIE framework.
- Review and support ongoing analysis and the development of policies and procedures relating to: authorization, authentication, consent, access, audit, breach, and patient engagement.
- Develop strategy recommendations to achieve patient privacy, health information access and information exchange goals within the framework of state and federal policies and legal requirements.

### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule (tentative):
  - \* Wednesday, May 11, 2011 – 10:00 a.m.

### Major Deliverables

- Convene in regularly scheduled monthly meetings; additional meetings as required.
- Develop prioritized list of outstanding privacy and security issues based on initial direction from the THSA Collaboration Council.
- Develop initial draft issue recommendations; additional drafts as required.
- Submit finalized issue recommendations to the Collaboration Council for its review and consideration.
- Study additional related issues as needed and as identified by the Collaboration Council or the Task Force.
- Provide monthly progress reports to the Collaboration Council on Task Force activities and deliverables status.
- Provide quarterly progress reports to the THSA Board on Task Force activities and deliverables status.
- Develop 2012 work plan.

### Areas of Study

- Review existing federal and state regulations to ensure harmonization of Texas' HIE approach with state and federal policy and legal requirements.

- Review the status of recent or pending legislative policy changes requiring the attention or action by the THSA resulting from the 82<sup>nd</sup> Legislature.
- Identify issues requiring additional clarification or structural development within the federal and state legal and policy framework.
- Identify and develop recommendations relating to outstanding privacy and security issues including, but not limited to, standards for electronic sharing of protected health information, consent policy and forms, authorization, HIE risk assessment, audits, and certification, contractual framework and legal agreements, patient access to and use of electronic health information, re-disclosure of sensitive information, and secondary uses of data.
- Monitor research on participation and impact of consent policies, including the impact of and response to Medicaid HIE pilot project consent policies.
- Identify and consider recommendations relating to additional issues identified by the THSA Collaboration Council, the Task Force, or staff.

### **Provider Engagement Task Force**

#### Charter

- This task force shall provide input on the development of a communications and engagement plan to inform providers about HIE in Texas, including the development of education and outreach strategies.

#### Objectives

- Develop recommendations for consideration by the THSA Collaboration Council on the development of a communications and engagement plan to inform and solicit input from providers on HIE in Texas.
- Develop education and outreach strategies as key components of the communications and engagement plan.
- Incorporate into plan methods of dissemination and evaluation.

#### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule:
  - \* Wednesday, May 11, 2011 – 2:00 p.m.

#### Major Deliverables

- Convene in regularly scheduled monthly meetings; additional meetings as required.
- Development of communications and engagement plan, including education and outreach strategies, based on initial direction from the THSA Collaboration Council.
- Develop initial draft issue recommendations; additional drafts as required.
- Submit finalized recommendations to the Collaboration Council for its review and consideration.
- Study additional related issues as needed and as identified by the Collaboration Council or the Task Force.
- Provide monthly progress reports to the Collaboration Council on Task Force activities and deliverables status.
- Provide quarterly progress reports to the THSA Board on Task Force activities and deliverables status.

- Develop 2012 work plan.

#### Areas of Study

- Develop provider communications and engagement program to foster and facilitate adoption of electronic health information exchange.
- Develop strategies and tools for provider outreach program and for provider education regarding federal meaningful use requirements and information exchange policies, benefits and available tools for use in health information exchange.
- Identify outreach and education program media channels, strategies and timelines necessary to reach diverse audiences.
- Review and consider other states' provider outreach and education best practices.
- Develop methods and tools for review and evaluation of outreach and education initiatives.
- Identify and consider recommendations on ways to use Personal Health Records and NHIN Direct to increase engagement of patients and their families in their health care.
- Identify and consider recommendations relating to additional issues identified by the THSA Collaboration Council, the Task Force, or staff.

#### **Consumer Engagement Task Force**

##### Charter

- This task force shall provide input on the development of a communications and engagement plan to inform consumers about HIE in Texas, including the development of education and outreach strategies. This group shall also provide input on use of personal health records and consumer expectations on the exchange of personal health information.

##### Objectives

- Develop recommendations for consideration by the THSA Collaboration Council on the development of a communications and engagement plan to inform consumers about HIE in Texas.
- Develop education and outreach strategies as key components of the communications and engagement plan.
- Incorporate into plan methods of dissemination and evaluation.
- Provide input on use of personal health records and consumer expectations on the exchange of personal health information.

##### Meetings Schedule

- General Schedule: Monthly meetings by conference call.
- 2011 Meeting Schedule:
  - \* Wednesday, May 11, 2011 – 4:00 p.m.

##### Major Deliverables

- Convene in regularly scheduled monthly meetings; additional meetings as required.
- Develop communications and engagement plan, including education and outreach strategies, and plan for evaluation of the use of personal health records and consumer expectations on the exchange of personal health information based on initial direction from the THSA Collaboration Council.

- Develop initial draft issue recommendations; additional drafts as required.
- Submit finalized recommendations to the Collaboration Council for its review and consideration.
- Study additional related issues as needed and as identified by the Collaboration Council or the Task Force.
- Provide monthly progress reports to the Collaboration Council on Task Force activities and deliverables status.
- Provide quarterly progress reports to the THSA Board on Task Force activities and deliverables status.
- Develop 2012 work plan.

#### Areas of Study

- Develop a consumer communications and engagement program, including program strategies and tools, to promote and inform consumers about the opportunities and benefits of patient engagement in health care decision making and regarding consumer protections and tools available for use in managing health information access, privacy and security.
- Identify outreach and education program media channels, strategies and timelines necessary to reach diverse audiences.
- Review and consider other states' consumer outreach and education best practices.
- Develop methods and tools for review and evaluation of outreach and education initiatives.
- Identify and consider recommendations on strategies to ensure consumers are active participants in the Texas HIE policy development process.
- Identify and consider recommendations on ways to use Personal Health Records and NHIN Direct to increase engagement of patients and their families in their health care.
- Identify and consider recommendations relating to additional issues identified by the THSA Collaboration Council, the Task Force, or staff.

# Initial Areas of Focus

Interoperability Standards/Privacy and Security

- Establish and maintain interoperability and other technical standards
  - Perform a review of and develop a report on the State and Federal, and industry Healthcare Information Technology landscape and identify the relevant architecture, data, exchange, and security standards, models and profiles to support the secure interoperable exchange of health information among unaffiliated and (technically) heterogeneous organizations.
  - Develop an enterprise architecture blueprint (EAB) for the Health Information Exchange domain over a six-year vision, divided into three two-year increments. It will include current detailed and specific standards and guidelines to support the architecture vision for the next two years (years 1-2), planning considerations for years 3-4, and very high-level strategic direction for years 5-6.

- Establish and maintain interoperability and other technical standards
  - Develop an implementation specification document that can be used by local and regional HIEs as a technical reference for HIE implementation for the following capabilities
    1. Exchange of Patient Clinical Summaries
    2. Electronic Prescribing
    3. Electronic Lab Ordering and Results Delivery
    4. Electronic Submission of Lab Results to Public Agencies
    5. Electronic Submission to Immunization Registries
    6. Quality Reporting
    7. Audit and Administrative Reporting
  - Develop an EAB lifecycle management plan to support the regular review of emerging standards and requirements, and establish mechanisms for change management.

# Privacy and Security

- Establish and maintain privacy and security policies and standards
  - Adopt consent policy (based on legislative direction)
  - Commission legal services to support develop of trust agreements and consent form, and to provide ongoing analysis of legal framework
  - Develop Texas HIE trust agreements
  - Develop universal consent form
  - Identify security policy standards

# Future Meeting Schedule

# Tentative Future Meeting Schedule

- Friday, June 10
- Friday, July 8
- Friday, August 5
- Friday, September 9
- Friday, October 14
- Friday, November 11
- Friday, December 9

Other items?

# Future Agenda Items?

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