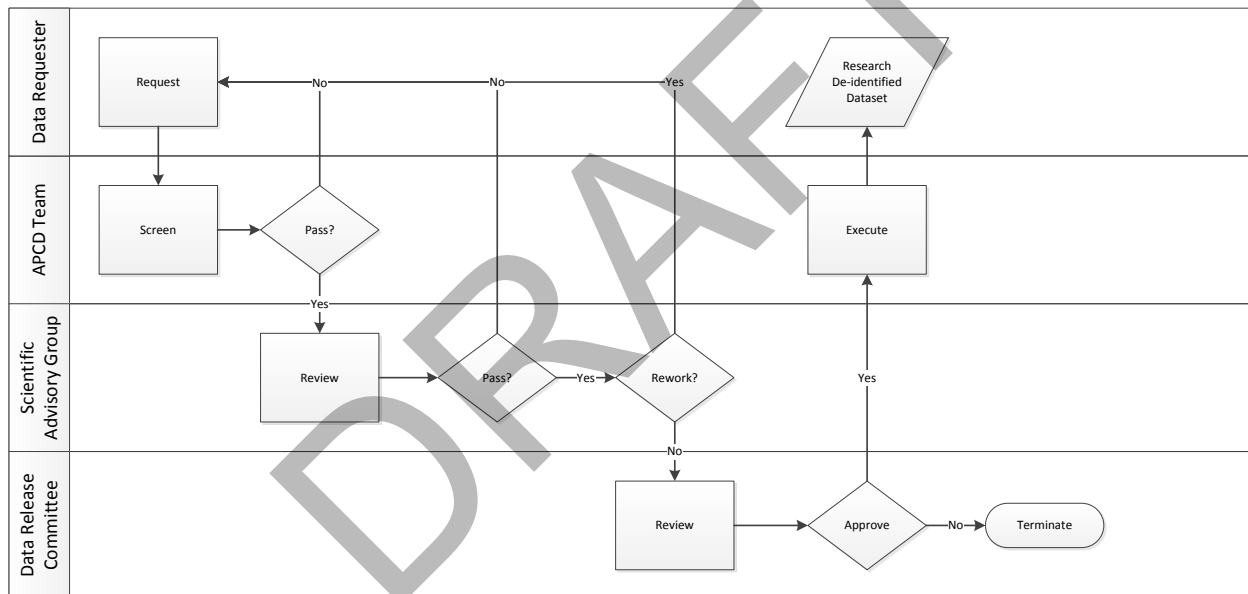


APCD DATA RELEASE PROTOCOLS

Aggregated data from the APCD will be made available to the public via the APCD Website or from independent, external data requests. Data will be delivered in a form and manner that ensures the privacy and security of personal health information as a resource to insurers, consumers, employers, providers, purchasers of health care, and state agencies to allow for continuous review of health care utilization, expenditures, and quality in Arkansas.

External researchers, state agencies or other approved entities can request data from the APCD for academic, state program evaluation or health policy research purposes as they align with APCD stakeholder principles and HIRRD. The Data Request process, see Figure 1, ensures that data requested is compliant with HIPAA requirements, meets the accepted use protocols of the APCD, is delivered using encrypted and secure transmission processes, and complies with legislatively mandated protocols (when available).

Figure 1: APCD Data Release Process



APCD Data Release Participants

Data Requester – any individual or entity outside the APCD team requesting information from the APCD that is not already published on the APCD Website.

APCD Team – the ACHI team managing the APCD solution. This group will receive data requests and provide the preliminary review of application material for completeness and request clarification from the data requester (if needed).

Data Release Committee (DRC) – this group consists of representation from data submitters, stakeholders, HIRRD and ACHI. Its activities will be governed by the DRC charter, outlining the applicable protocols of the data release process. The DRC will provide final review and approval for data requests.

Scientific Advisory Group (SAG) – this group will review data requests in a manner similar to the functions of a peer review process in the academic arena. The primary purpose of the SAG is to provide feedback on proposed uses of the APCD, particularly around the scientific validity of proposed analytic work. Its activities will be governed by the SAG charter, outlining the applicable protocols of the data release process.

Data Request Requirements

- Completed data request form (pulled from APCD website)
 - Research question
 - Purpose
 - Timing
- Data request qualification requirements including (but limited to)
 - Project alignment with APCD purpose
 - IRB
 - Funding
- Data Use Agreement

Data Request Review Protocols

Data requests will be reviewed for:

- The feasibility of existing data to complete the project. DRC will review proposals and provide recommendations about whether it is possible for the research to be conducted with the available information. On occasion, it may be apparent from the outset that the available data or proposed sample will not support the intended analysis.
- The risk of disclosure of restricted information. The DRC will provide recommendations as to whether the analysis can be conducted without compromising the confidentiality of data sources and respondents (e.g., persons, employers, insurers, hospitals, physicians, and data suppliers). This requirement is essential to ensure all HIPAA requirements are met.
- The availability of resources to support the project at the APCD data center. Limited technical support can be provided on-site. External entities wishing extensive programming support will need to make arrangements with a contractor for that support.
- The alignment of the proposed project with the approved uses of the APCD as determined by the APCD Stakeholders.

Upon approval, data requesters will enter into a contractual agreement with ACHI to execute data request requirements as agreed upon in the project development and contractual process.