

Subcommittee: HIE Operations, Compliance, and Efficiency

Chairs: Ms. Gayle Hurt

Date: September 19, 2022

Status: Draft



District of Columbia Health Information Exchange Policy Board

Recommendation of the DC HIE Glossary

I. SUMMARY

HIE Policy Board Operations, Compliance, and Efficiency subcommittee proposes a HIE Glossary, which is a compilation of key terms that are used in the operation and maintenance of the DC HIE. The glossary aims to further the use of standardized terms and definitions, with the aim of fostering consistency in the functions and activities of the HIE. The glossary is reviewed in conjunction with registered and designated entities. Each term and its respective definition are reviewed and approved by the subcommittee. The glossary is reviewed and updated on an annual basis.

II. PROBLEM STATEMENT

The HIE Final Rule identified key terms and definitions for the design and creation of the health information exchange. As several functions were implemented, there arose a need to identify and define additional terms that are commonly encountered in the operation, function, and maintenance of the DC HIE and its various tools. Additionally, a common nomenclature was needed to align with HIE educational content and to stay abreast with other national standards.

In response, the subcommittee, in collaboration with registered and designated entities, worked to catalogue the terms used in the function of the DC HIE and in communication with external stakeholders (such as educational materials, website and application interfaces, etc.).

III. SUBCOMMITTEE GOAL AND ACTIVITY

This activity can be added under Goal #4 under the subcommittee's workplan – *Recommend operational terminology and definitions to standardize language used in the District as it relates to health information exchange, consistent with DC HIE rule.*

IV. DISCUSSION

The HIE Operations, Compliance, and Efficiency (OCE) subcommittee lists out seventy-nine (79) key terms and definitions for the DC HIE glossary. Definitions for these terms are derived from various nationally recognized sources and cited wherever appropriate. Additionally, the subcommittee also reviewed and approved updates to existing definitions. This glossary is located in Appendix 1 of this document. To ensure that this glossary remains updated, the subcommittee will annually review and update the glossary. This review will include updates to existing definitions and the addition of any prominent terms related to electronic health information exchange. Upon approval by the Policy Board, the finalized HIE glossary will be posted on the DHCF HIE website.

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V. RECOMMENDATION(S) FOR BOARD ACTION:

The Operations, Compliance, and Efficiency (OCE) subcommittee proposes that the DC HIE Policy Board approve the DC HIE Glossary.

Committee Members: Ms. Gayle Hurt, Ms. Stephanie Brown, Mr. Ryan Bramble, Mr. Michael Fraser, Ms. Donna Ramos-Johnson, Mr. Ronald Emeni, Mx. Deniz Soyer, Ms. Adaeze Okonkwo, Mr. Robert Kaplan, Mr. Nathaniel Curry, and Ms. Lucinda Wade

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Appendix 1: DC HIE Glossary

DC HIE Glossary

This glossary is intended to provide definitions for key terms that are used in the operations and maintenance of the DC Health Information Exchange (HIE). Click on the term for the source and additional information.

21st Century Cures Act: Enacted by the 114th United States Congress and signed into law by President Obama on December 13, 2016, the 21st Century Cures Act includes a number of provisions that enhance electronic health information sharing and promote greater interoperability. The ONC Cures Act Rule, finalized in June 2020, implemented interoperability provisions that supported the exchange, access, and use of electronic health information.

42 CFR Part 2: Federal regulation on The Confidentiality of Substance Use Disorder Patient Records, 42 CFR Part 2 (Part 2), that protects any information obtained by a “federally assisted” substance use treatment program that can directly or indirectly identify an individual as receiving or seeking treatment for substance use. This can include information beyond treatment records, such as name, address, or social security number. Part 2 applies to any individual or entity that is federally assisted and holds itself out as providing, and provides, alcohol or drug abuse diagnosis, treatment or referral for treatment (42 CFR § 2.11). Most drug and alcohol treatment programs are federally assisted. When one regulation imposes a stricter standard than the other, the covered entity must follow the stricter standard. Generally, 42 CFR Part 2 imposes more strict standards than does HIPAA. 42 CFR Part 2’s general rule places privacy and confidentiality restrictions upon substance use disorder treatment records.

Admission, Discharge, Transfer (ADT): An event that occurs when a patient is admitted to, discharged from, or transferred from one care setting to another care setting or to the patient’s home. For example, an ADT event occurs when a patient is discharged from a hospital. An ADT event also occurs when a patient arrives in a care setting such as a health clinic or hospital.

ADT Message: A type of Health Level Seven® (HL7®) message generated by healthcare systems based upon Admission, Discharge, Transfer (ADT) events and the HL7 “Electronic Data Exchange in Healthcare” standard. The HL7 ADT message type is used to send and receive patient demographic and healthcare encounter information, generated by source system(s). The ADT messages contain patient demographic, visit, insurance, and diagnosis information.

ADT Notification: An electronic notification that a given patient has undergone an Admission, Discharge, Transfer (ADT) event. An ADT Notification is not a complete ADT Message.

Advance Care Planning: Involves learning about the types of decisions that might need to be made, considering those decisions ahead of time, and then letting others know—both one’s family and one’s health care providers—about preferences. These preferences are often put into an advance directive or

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other types of forms (e.g., MOST, MOLST, POST, POLST), a legal document that goes into effect only if the individual is incapacitated and unable to speak for themselves.

Advance Directive: A written document stating how a person wants medical decisions to be made if they lose the ability to make them for themselves. It may include a Living Will and a Durable Power of Attorney for health care.

Authentication: The process of establishing confidence in user identities electronically presented to an information system.

Authorization: Has the meaning provided in [45 CFR § 164.508](#)

Authorized User: A person identified by a participating organization or a HIE entity, including a health care consumer, who may use, access, or disclose protected health information through or from a health information exchange for a specific authorized purpose and whose HIE access is not currently suspended or revoked.

Breach: The meaning provided in 45 CFR § 164.402

Business Associate: The meaning provided in 45 CFR § 160.103

Certified Electronic Health Record Technology (CEHRT): In order to efficiently capture and share patient data, health care providers need an electronic health record (EHR) that stores data in a structured format. Structured data allows health care providers to easily retrieve and transfer patient information and use the EHR in ways that can aid patient care. CMS and the Office of the National Coordinator for Health Information Technology (ONC) have established standards and other criteria for structured data that EHRs must meet in order to qualify for use in the Promoting Interoperability Programs.

Claims Data: The most prevalent source for structured health data. Paid claims can help providers understand which services were rendered in a specific care setting. Claims may also reduce duplication of services. Two key types of information recorded on claims forms are (1) one or more procedure codes describing specific services the patient received, and (2) one or more diagnosis codes describing the problem that was being treated. The focus of the claims form is on the services delivered for payment, and so the diagnosis codes recorded on the claims form are not intended to be a comprehensive description of the patient's health problems and other characteristics, but to describe the reasons for delivering the service for which payment is being sought.

Clinical Data: Is most commonly exchanged in HIEs via Continuity of Care Documents (CCDs), which provide a common, structured format to share clinical data from the EHR. Elements of a CCD include structured information on vitals (e.g. BMI or blood pressure), lab test results, and medications. Two key types of information in clinical data are the types of services that a patient receives and the types of health problems a patient has. Clinical data generally have information about more services and more health problems than are available from claims data, since they will include services that are not eligible

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for individual payment and therefore are not described on claims forms, and they will also include information about health problems that were not explicitly treated by the clinician and may not be recorded on a claims form.

CMS Interoperability and Patient Access Rule: Promulgated in 2020 as part of the Trump Administration’s MyHealthEData initiative, this final rule is focused on driving interoperability and patient access to health information by liberating patient data using CMS authority to regulate Medicare Advantage (MA), Medicaid, CHIP, and Qualified Health Plan (QHP) issuers on the Federally-Facilitated Exchanges (FEEs). This final rule establishes policies that break down barriers in the nation’s health system to enable better patient access to their health information, improve interoperability and unleash innovation, while reducing burden on payers and providers.

Chesapeake Regional Information System for our Patients (CRISP): CRISP is the designated health information exchange (HIE) serving the District of Columbia sharing health information among participating doctors’ offices, hospitals, care coordinators, labs, radiology centers, community-based organizations, managed care organizations and other healthcare providers through secure, electronic means.

Community Resource Information and Exchange (CoRIE) Initiative: The DC Community Resource Information Exchange (CoRIE) is an interoperable ecosystem that connects health and social service providers through existing DC HIE infrastructure and *without* requiring a single District-wide technology platform. CoRIE is committed to supporting and sustaining technical solutions and enabling coordinated whole person care across health, human, and social service providers in the District. CoRIE consists of four major components enabling social needs screening and closed-loop referrals, a District-wide community resource directory, and social needs analytics - all through a vendor agnostic approach.

Community Resource Inventory (CRI): The DC Community Resource Inventory is a District-wide publicly available directory of resources reflecting regional programs and organizations in the community.

Consent: In the context of privacy, consent is the ability of a data subject to decline or consent to the collection and processing of their personal data. Consent can be explicit, such as opting-in via a form, or implied, such as agreeing to an End-User License Agreement, or not opting out. Under many data protection laws, consent must always be explicit.

Consent Management: Consent management is a system, process, or set of policies that enables patients to choose what health information they are willing to permit their healthcare providers to access and share. Consent management allows patients to affirm their participation in electronic health initiatives such as patient portals, personal health records (PHR), and health information exchange (HIE). Electronic Patient Consent Management is an attempt to balance the risks to patient privacy with the benefits of health information exchange and interoperability.

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Continuity of Care Document (CCD): A harmonized format and interoperable standard for exchanging clinical information (including patient demographics, medications and allergies) among providers to improve patient care, enhance patient safety and increase efficiency.

Core elements of the Master Patient Index: The minimum elements that are:

- a) Required for an HIE entity to identify a particular patient across separate clinical, financial, and administrative systems; and
- b) Needed to exchange health information electronically.

CRISP DC Reporting Services (CRS): The CRISP DC Reporting Services (DC CRS) tool is an analytics platform within existing DC HIE infrastructure that is intended to support population-level and panel-level management through clinical and administrative data for analysis and interventions. DC CRS is capable of producing multiple types of reports and analytic tools using clinical and administrative data sets to support population health and care coordination.

Data Use Agreement (DUA): This is a specific type of agreement that is required under the HIPAA Privacy Rule and must be entered into before there is any use or disclosure of a Limited Data Set (defined below) from a medical record to an outside institution or party for one of the three purposes: (1) research, (2) public health, or (3) health care operations purposes. A Limited Data Set is still Protected Health Information (PHI), and for that reason, HIPAA Covered Entities or Hybrid Covered Entities like University of Colorado must enter into a DUA with any institution, organization or entity to whom it discloses or transmits a Limited Data Set.

DC HIE: The District's statewide health information exchange, an interoperable system of registered and designated HIE entities that facilitates person-centered care through the secure, electronic exchange of health information among participating organizations supported by a District-wide health data infrastructure.

Designated HIE: An HIE entity that has applied for and received designation from the Department of Health Care Finance in accordance with Chapter 87, District of Columbia Health Information Exchange, of Title 29, Public Welfare, of District of Columbia Municipal Regulations.

Digital Health: Digital health is a broad scope of categories that include mobile health (mHealth), health information technology (Health IT), wearable devices, telehealth and telemedicine, and personalized medicine.

Disclosure: The release, re-disclosure, transfer, provision, access, transmission, communication, or divulgence in any other manner of information in a medical record, including an acknowledgment that a medical record on a particular health care consumer or recipient exists, outside the entity holding such information.

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District Automated Treatment Accounting (DATA): A performance monitoring system in development by the Addiction Prevention and Recovery Administration (APRA) based on the Web Infrastructure for Treatment Services (WITS)

eClinical Quality Measure (eCQM): A standard for quality measures from electronic health records (EHR) and/or health information technology systems to measure health care quality. The Centers for Medicare & Medicaid Services (CMS) use eCQMs in a variety of quality reporting and incentive programs. eCQMs are an improvement over traditional quality measures because if the EHRs are not used, the work to gather the data from medical charts, e.g. “chart-abstracted data,” is very resource intensive and subject to human error.

Electronic Health Record: An electronic record of health information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff. The EHR can automate and streamline a clinician's workflow, ensuring that all clinical information is communicated. It can also prevent delays in response that result in gaps in care. The EHR can also support the collection of data for uses other than clinical care, such as billing, quality management, outcome reporting, and public health disease surveillance and reporting.

Encounter Notification Services (ENS): A component of CRISP's critical infrastructure, ENS enables health care providers to receive real-time alerts when that provider's active patient has an encounter with one of the organizations sharing encounter information to the DC HIE.

Fast Healthcare Interoperability Resources (FHIR): A standard that defines how healthcare information can be exchanged between different computer systems regardless of how it is stored in those systems. It allows healthcare information, including clinical and administrative data, to be available securely to those who have a need to access it, and to those who have the right to do so for the benefit of a patient receiving care. The standards development organization HL7® (Health Level Seven®) uses a collaborative approach to develop and upgrade FHIR.

Firewall: An inter-network connection device that restricts data communication traffic between two connected networks. A firewall may be either an application installed on a general-purpose computer or a dedicated platform (appliance), which forwards or rejects/drops packets on a network. Typically, firewalls are used to define zone borders. Firewalls generally have rules restricting which ports are open.

Health Care Consumer: Any actual or potential recipient of health care services, such as a patient in a hospital.

Health Care Provider:

- a) A person who is licensed, certified, or otherwise authorized under District law to provide health care in the ordinary course of business or practice of a profession or in an approved education or training program;
- b) Government agencies involved in the provision of health or social services;
- c) A facility where health care is provided to health care consumers or recipients; or

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- d) An agent, employee, officer, or director of a health care facility, or an agent or employee of a health care provider.

Health Data Utility: A standards-based and governance-led, interoperability-first strategy is key to integrating care because it makes certain that care partners are: 1) digitally connected to each other; 2) able to view the same information regarding the individuals that they collectively serve; and 3) using the same “language” regarding symptoms and therapies. This strategy enhances communication of data between stakeholders on the health care continuum and/or those involved in the delivery of care, with the goal of advancing disease control, treatment efficacy, and health equity.

Health information: Any information, whether oral or recorded in any form or medium, that:

- a) Is created or received by a health care provider, health plan, public health authority, employer, life insurer, school or university, or health care clearinghouse; and
- b) Relates to the past, present, or future physical or mental health or condition of a person, the provision of health care to a person, or the past, present, or future payment for the provision of health care to a person.

Health Information Exchange (HIE): A system that facilitates person-centered care through the secure electronic exchange of health information among approved, qualifying partners in support of health data infrastructure according to nationally recognized standards.

Health Information Technology (Health IT): The programs, services, technologies and concepts that store, share, and analyze health information in order to improve care.

HIE Entity: An entity that creates or maintains an infrastructure that provides organizational and technical capabilities in a system to enable the secure, electronic exchange of health information among participating organizations not under common ownership.

HIPAA: The Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub.L. No. 104-191, 110 Stat. 1938 (1996)). HIPAA is a series of regulatory standards that outline the lawful use and disclosure of protected health information (PHI).

HITECH Act: The Health Information Technology for Economic and Clinical Health Act (Pub. L. No. 111-5, Title XIII, 123 Stat. 226 (2009)). Enacted as part of the American Recovery and Reinvestment Act of 2009, HITECH was signed into law on February 17, 2009, to promote the adoption and meaningful use of health information technology. It also addresses the privacy and security concerns associated with the electronic transmission of health information, in part, through several provisions that strengthen the civil and criminal enforcement of the HIPAA rules.

Home and Community-Based Services (HCBS): Types of person-centered care delivered in the home and community, rather than institutions of other isolated settings. A variety of health and human services can be provided. HCBS programs address the needs of people with functional limitations who need assistance with everyday activities, like getting dressed or bathing. HCBS are often designed to

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enable people to stay in their homes, rather than moving to a facility for care. HCBS programs generally fall into two categories: health services and human services. HCBS programs may offer a combination of both types of services and do not necessarily offer all services from either category.

Incident Response Plan: The documentation of a predetermined set of instructions or procedures to detect, respond to, and limit consequences of a malicious cyber-attacks against an organization's information system(s).

Information blocking: In general, information blocking is a practice by a health IT developer of certified health IT, health information network, health information exchange, or health care provider that, except as required by law or specified by the Secretary of Health and Human Services (HHS) as a reasonable and necessary activity, is likely to interfere with access, exchange, or use of electronic health information (EHI).

Interoperability: As cited in section 4003 of the 21st Century Cures Act health information technology that— "(A) enables the secure exchange of electronic health information with, and use of electronic health information from, other health information technology without special effort on the part of the user; "(B) allows for complete access, exchange, and use of all electronically accessible health information for authorized use under applicable State or Federal law; and "(C) does not constitute information blocking as defined in section 3022(a)."

Master Patient Index (MPI): A database that maintains a unique index identifier for each patient whose protected health information may be accessible through an HIE entity and is used to cross reference patient identifiers across multiple participating organizations to allow for patient search, patient matching, and consolidation of duplicate records.

Medical Orders for Scope of Treatment: A documented provider's order that helps patients keep control over medical care at the end of life. In DC, the Medical Orders for Scope of Treatment (MOST) program provides a more comprehensive approach, empowering terminally ill patients the right to make decisions on their end-of-life care options, in consultation with their DC-licensed authorized healthcare provider (Physician (MD/DO) or Advanced Practice Registered Nurse (APRN) only).

Multi Factor Authentication (MFA): Multi-factor authentication is a layered approach to securing data and applications where a system requires a user to present a combination of two or more credentials to verify a user's identity for login. MFA increases security because even if one credential becomes compromised, unauthorized users will be unable to meet the second authentication requirement and will not be able to access the targeted physical space, computing device, network, or database.

Non-HIPAA Violation: The acquisition, access, use, maintenance, or disclosure of health information in a manner not permitted under District or federal law:

- a) which compromises the security or privacy of the health information; and
- b) is not a HIPAA violation.

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Opt-In: When an individual makes an active indication of choice, such as checking a box indicating willingness to share information with third parties such as an HIE.

Opt-Out: A health care consumer's election not to participate in the HIE, so that the HIE entity shall not disclose such health care consumer's protected health information, or data derived from such health care consumer's health information, except as consistent with this chapter.

Participating Organization: An entity that enters into an agreement with an HIE entity that governs the terms and conditions under which its authorized users may use, access, or disclose protected health information by the HIE entity.

Point-to-Point Transmission: A secure electronic transmission of PHI, including, but not limited to, records sent via facsimile or secure clinical messaging service, sent by a single entity that can be read only by the single receiving entity designated by the sender.

Population Health Management: The activities that a clinician or care team performs to provide care management for a group of patients for which they are accountable, sometimes referred to as a "patient panel." Health IT assists providers by giving them a high-level view of defined health trends and needs across the patients in their practice through analytic tools. Specific functions include list creation and health registries that catalogue patients with a condition that requires action, as well as analytics tools that help providers monitor quality of care.

Program Eligibility and Participating Data: Provides information on eligibility and participation in programs that support individual health and wellness (e.g., case management, supportive housing, food assistance, and transportation).

Protected Health Information (PHI): A subset of health information that has the same meaning as given in 45 CFR § 160.103 and includes sensitive health information.

Provider Directory: Serves as a trusted, master index of providers by managing participating individuals' identification (including electronic address, credentials, specialty, and employment or affiliated organizations). The DC HIE Provider Directory is a comprehensive database that is continuously updated from official data sources including NPI, PECOS, hospitals, other local and federal databases, as well as from individual practitioners and organizations. The Directory contains up-to-date information on local healthcare providers, the organizations they work for, their hospital affiliations, work locations and contact information. The directory is available in a variety of formats including the CRISP Unified Landing Page, flat file for upload into EHRs, and through FHIR® APIs.

Psychiatric Advance Directives: A legal instrument that may be used to document a competent person's specific instructions or preferences regarding future mental health treatment. Psychiatric advance directives can be used to plan for the possibility that someone may lose capacity to give or withhold informed consent to treatment during acute episodes of psychiatric illness.

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Public Health: Public health activities assess and develop interventions to improve the health of all residents who share a specific geography, condition, or other characteristic. Health IT allows data from providers across the District to be efficiently and electronically shared, analyzed, and acted upon to design timely and effective interventions to improve the health of District residents.

Qualified Service Organization Agreement: A two-way agreement between a Part 2 program and the entity providing the service. The QSOA authorizes communication only between the Part 2 program and QSO.

Registered Resident Agent: An agent of an entity who is authorized to receive service of any process, notice, or demand required or permitted by law to be served on the entity.

Registered HIE: An HIE entity that has applied for and received registration from the Department of Health Care Finance in accordance with Chapter 87, District of Columbia Health Information Exchange, of Title 29, Public Welfare, of District of Columbia Municipal Regulations.

Secondary Use: Is the use, access, or disclosure of health information through the registered HIE entity that is not for a Primary Use; subject to any limitations under HIPAA or federal law.

Sensitive Health Information: A subset of PHI, which consists of

- a) 42 CFR Part 2 information; or
- b) Any other information that has specific legal protections in addition to those required under HIPAA, as implemented and amended in federal regulations.

Self-Reported Data: Includes information, such as health status, collected directly from individuals. This data has proven highly reliable and can be predictive of key health outcomes.

Single Sign-On (SSO): The functionality that allows a user to sign on to multiple related, yet independent software systems with a single user identification and password.

Social Determinants of Health (SDOH): The conditions in the environments where people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks.

Substance Use Disorder Syndrome: Patterns of symptoms resulting from the use of a substance that a person continues to take, despite experiencing problems as a result.

Systems Administrator: An individual employee within a participating organization (or an individual employed by a contractor to the participating organization) who is designated by the participating organization to manage the user accounts of specified persons within the participating organization in coordination with an HIE entity.

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Trusted Exchange Framework and Common Agreement (TEFCA): Published by the Department of Health and Human Services Office of the National Coordinator for Health IT (ONC), the overall goal of TEFCA is to establish a universal floor of interoperability across the country. The Common Agreement will establish the infrastructure model and governing approach for users in different networks to securely share basic clinical information with each other—all under commonly agreed-to expectations and rules, and regardless of which network they happen to be in. The Trusted Exchange Framework describes a common set of non-binding, foundational principles for trust policies and practices that can help facilitate exchange among health information networks.

Telehealth: The delivery and facilitation of health and health-related services including medical care, provider and patient education, health information services, and self-care via telecommunications and digital communication technologies.

Third-Party System: Hardware or software provided by an external entity to a participating organization, which interoperates with an HIE entity to allow an authorized user access to information through the HIE entity and may include an electronic health record system.

Unqualified Opinion: A written statement by an auditor that financial statements fairly reflect the results of the business organization's operations and its financial position according to generally accepted accounting principles.

Unusual Finding: A finding that there was an irregularity in the manner in which use, access, maintenance, disclosure, or modification of health information or sensitive health information transmitted to or through an HIE entity should occur that could give rise to a breach, a violation under this chapter or a violation of other applicable privacy or security laws.

User: The meaning in 45 CFR § 164.304. User means a person or entity with authorized access.

Web Infrastructure for Treatment Service (WITS): A performance monitoring system developed by the Substance Abuse and Mental Health Services Administration.