

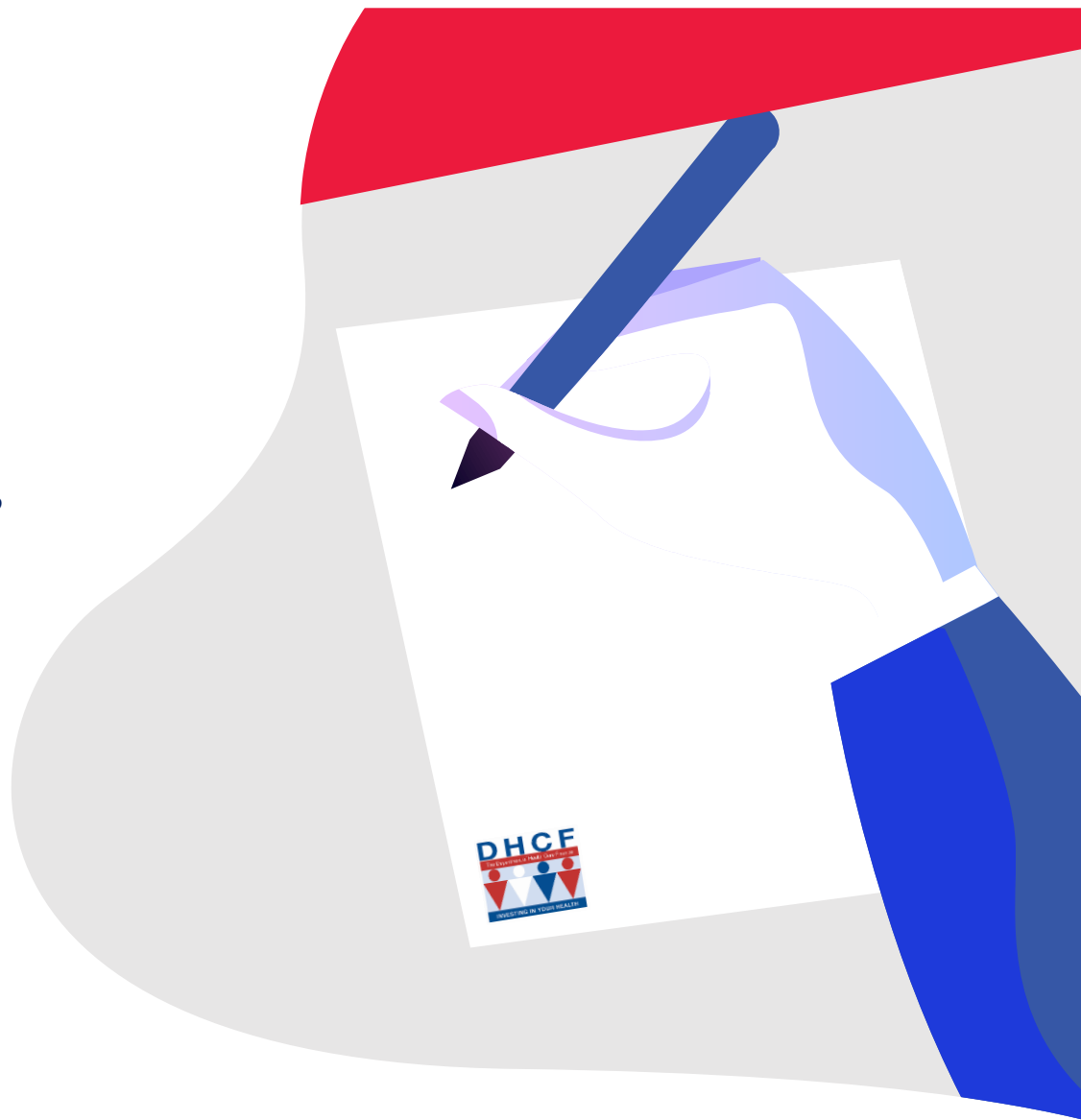
***Introducing
the DC HIE:
2019
Registration
and
Designation
Application
Process***



• **TODAY'S AGENDA**

- ☐ *Introduction*
- ☐ *What is the DC HIE?*
- ☐ *What does the DC HIE Rule Accomplish?*
- ☐ *DC HIE Registration Application*
- ☐ *DC HIE Designation Application*
- ☐ *Questions & Answers*

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What is the
DC HIE?

What is the 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.

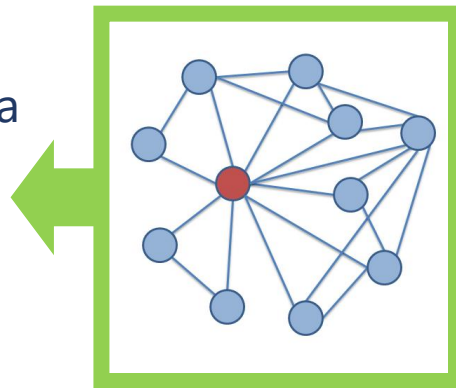


Why does the DC HIE matter for the District?



For **patients**, the DC HIE means having more informed providers who meet their needs and preferences in the delivery of high-quality, high-value health care. Their providers will communicate more regularly, and they won't need to "tell their story" or bring copies of medical records to offices.

For **HIE entities**, the DC HIE means a level playing field and a citywide governance structure to help exchange health information and meet customer's needs.



For **providers**, the DC HIE means having timely access to vital patient health information available when and where it is needed. This health information will help providers make better-informed decisions that improve care and safety for their patients.

Foundational Infrastructure for the DC HIE: DHCF Support for Key Policy Capabilities and Resources



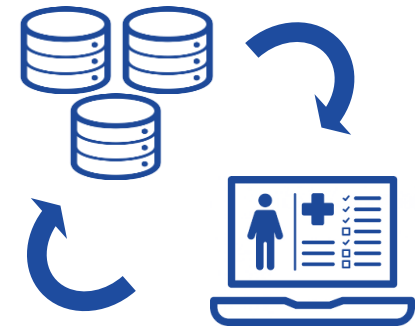
The DC HIE's Five Core HIE Capabilities for Providers



**Clinical Patient
Lookup**



**Electronic Clinical Quality
Measures (eCQM) Calculation and Review**



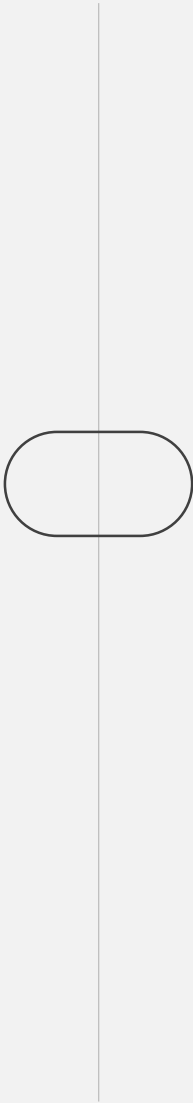
**Specialized Registry Submission
through EHRs**



**Advanced Analytics for Population Health
Management**



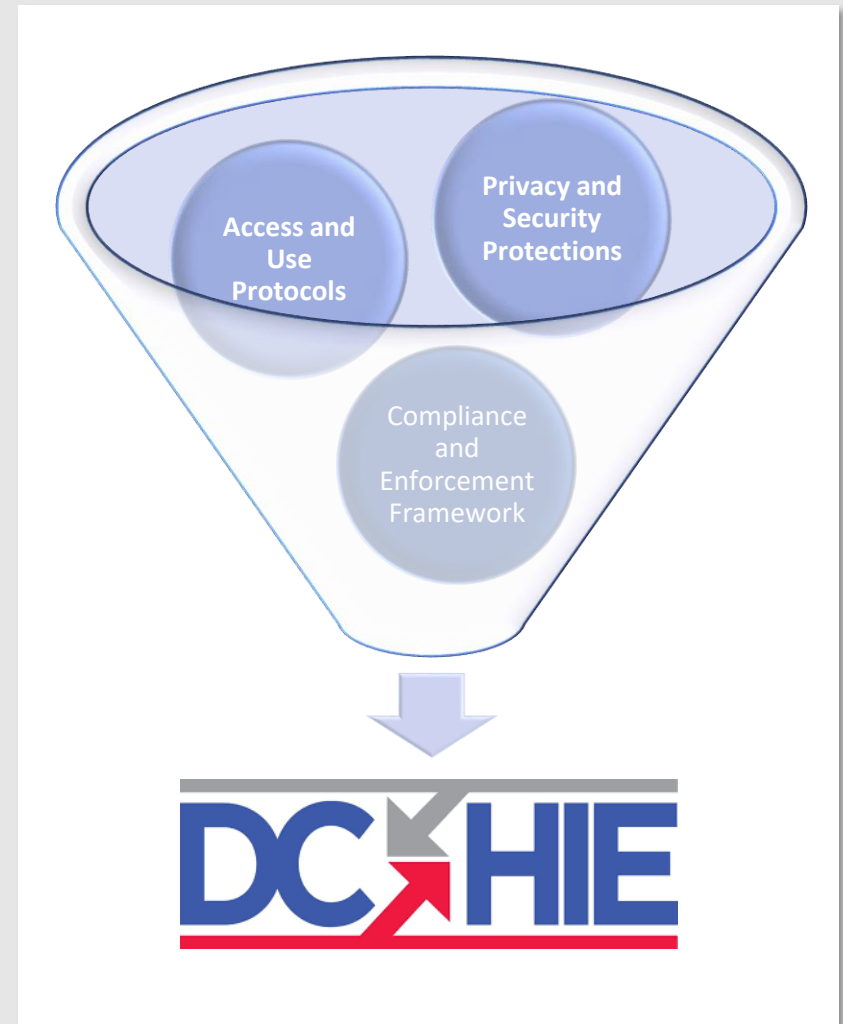
**Simple and Secure Digital
Communications Among Providers**



What does
the DC HIE
Rule
Accomplish?

What does the DC HIE Rule Accomplish?

- **Establishes the DC HIE** and sets the standards and expectations for health information exchange that DHCF regulates
- **Bolsters** public trust by defining characteristics and requirements to facilitate secure, timely exchange of health information
- **Ensures** core services are maintained through designated HIE entities
- **Designs** advanced payment models that utilize the exchange of health information
- **Formalizes** partnerships to facilitate a more direct level of cooperation between DHCF and HIEs operating in the District (i.e. clearly define who participates in The DC HIE)

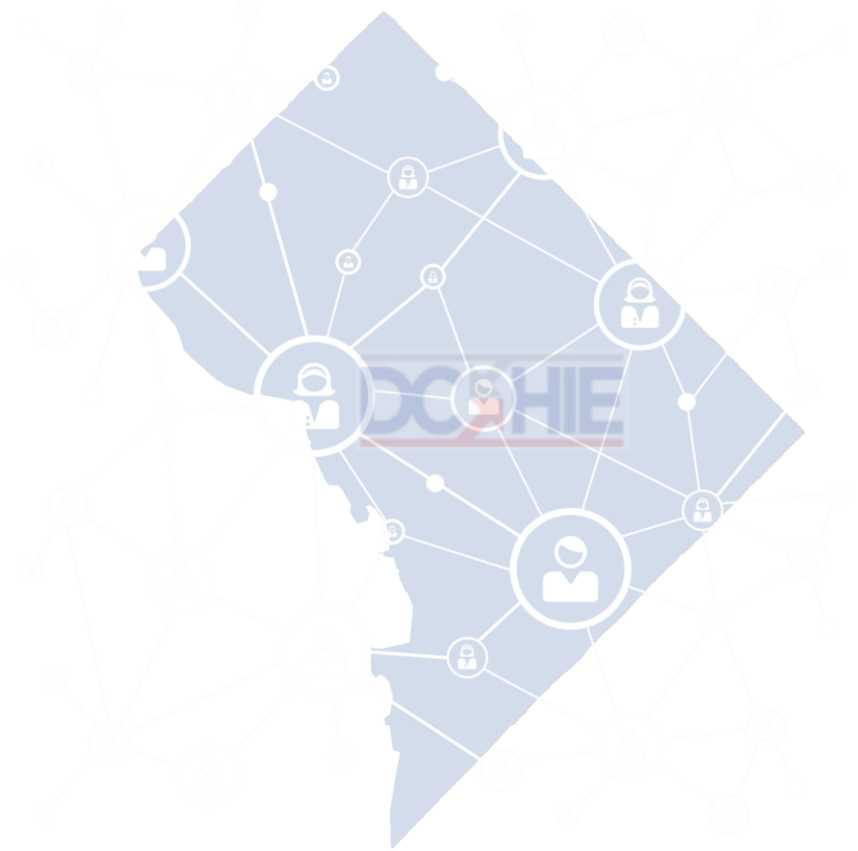


Privacy and Security Requirements in the DC HIE Rule

PRIVACY	SECURITY
<ul style="list-style-type: none">▪ Registered and Designated HIEs subject to privacy laws:<ul style="list-style-type: none">▪ HIPAA▪ Health Breach Notification Rule▪ DC's Consumer Protection Procedures Act▪ 42 CFR Part 2▪ DC's Mental Health Information Act of 1978▪ All other applicable DC and Federal laws regulating the use, access, maintenance, and disclosure of health information▪ Primary Use disclosure requirements (e.g. treatment, payment of claims and billing, health care operations, and reporting to public health authorities)▪ Use of National Institute of Standards and Technology (NIST) standards to mitigate risk of unauthorized use, access, or disclosure of PHI▪ Appointing a system administrator to assure appropriate access and disclosure for and by authorized user▪ Auditing requirements for authorized user authentication and access to PHI	<ul style="list-style-type: none">▪ <u>Registered HIEs:</u> Conduct annual assessments and implementing security measures to reduce risks and vulnerabilities<ul style="list-style-type: none">▪ Protect against anticipated threats to the security or integrity of PHI▪ Protect against unauthorized uses or disclosures of PHI▪ <u>Designated HIEs:</u> Conduct annual privacy and security audit using a third-party auditor<ul style="list-style-type: none">▪ Assess security measures, related to the technical, physical, and administrative safeguards of PHI▪ In the event of a breach all HIEs must immediately notify affected patients, providers, and DHCF and take action to mitigate the impact of the breach.

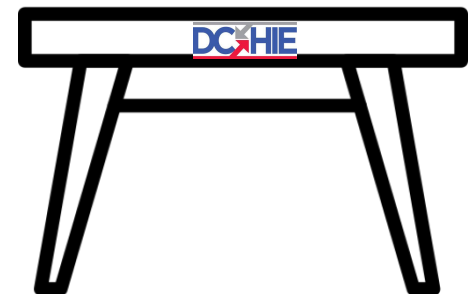
Roles and Responsibilities of Registered or Designated HIE Entities

- Ongoing requirements as
 - Registered and
 - Designated HIE Entities
- Notification of incidents to DHCF and impacted consumers
- Reapplication
 - Registration – 3 years
 - Designation – 5 years
- Enforcement actions by DHCF to ensure standards are met



Why Register as an HIE Entity?

- What's the eligibility requirements?
 - ✓ Meet the definition of a HIE entity as described in the HIE Rule and provided below.
 - ✓ The HIE entity or its managing business organization, is a business organization established under District or applicable state laws.
- Approval as a District Registered HIE Entity demonstrates that the HIE entity meets or exceeds privacy, security, and access requirements for health information exchange identified by DHCF and District stakeholders.
- The District Registered HIE Entities will receive key opportunities to engage in discussions with other District Registered and Designated HIE Entities that make up the DC HIE.
- Participation in the DC HIE is voluntary, however, HIE entities that do not apply are able to continue their operations in the District.





DC HIE Registration Application

What are the application components to apply to be a District Registered HIE Entity?

The application is divided into two separate documents posted on the DC HIE – Registration Application webpage. The documents include:

1. A fillable (PDF) DC HIE Registration Form
2. A Guidance on Applying to be a District Registered HIE Entity , which includes the following:

- Instructions for the attachments of the required documents
- FAQs on key administrative requirements for ongoing maintenance as a District Registered HIE Entity

The image displays two documents side-by-side, labeled with circled numbers 1 and 2. Document 1 is the 'DC HIE Registration Form', which is a fillable PDF. It features the DC HIE logo and the title 'DC HIE Registration Form'. Below the title, it says 'Apply to be a District Registered HIE Entity'. The form is divided into sections: 'STEP 1: READ THE GUIDANCE ON APPLYING TO BE A DISTRICT REGISTERED HIE ENTITY', 'STEP 2: COMPLETE SECTIONS A-C', and 'A. HIE Entity Contact Information'. It includes fields for 'Legal Name of the HIE Entity', 'Doing Business As', 'Name', 'Organizational Title', 'Business Address', 'City', 'State', 'Zip Code', 'Telephone Number', 'E-mail Address', and 'Business Web Address'. It also has a section for 'District of Columbia Contact Information' with fields for 'Representative Full Name', 'City', 'State', and 'Zip Code'. Document 2 is the 'Guidance on Applying to be a District Registered HIE Entity'. It features three red stars at the top, followed by the title 'Guidance on Applying to be a District Registered HIE Entity'. Below the title, it says 'This document provides instructions to apply to be a District Registered HIE Entity. Please read prior to beginning the application process.' and 'Application Period: Ongoing'. At the bottom, it says 'Last Updated: July 19, 2019' and includes the DHCF logo and the text 'Department of Health Care Finance 441 4th St. NW, Suite 900S Washington, DC 20001'.



Guidance on Applying to be a District Registered HIE Entity

This document provides instructions to apply to be a District Registered HIE Entity. Please read prior to beginning the application process.

Application Period: Ongoing

Last Updated: July 19, 2019



Department of Health Care Finance
441 4th St. NW, Suite 900S
Washington, DC 20001

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How to Apply for Registration?

Step 1: Read Guidance on Applying to be a District Registered HIE Entity

Step 2: Complete, sign, and save the fillable PDF [DC HIE Registration Form](#)

Step 3: Attach and label the following separate required documents to one e-mail (all in PDF format):

- Completed and signed DC HIE Registration Form
- A.1: Organizational and operational information
- A.2: General business liability insurance and cyber liability insurance
- A.3: Third-party privacy and security audit report or letter
- A.4: Third-party financial audit report or letter
- A.5: Policy for reasonable notice to cease operations
- A.6: User access control policy
- A.7: Processes and policies in response to breaches
- A.8: Incident response plan
- A.9: Policy for performance of periodic, random audits
- A.10: Consumer education policy
- A.11: Consumer opt-out form
- A.12: Notice of privacy practice
- A.13: Participation agreement

Step 4: Title the subject of the e-mail [DC HIE Registration Application](#)

Step 5: Send e-mail to dc.hie@dc.gov

Step 6: Receive confirmation from DHCF



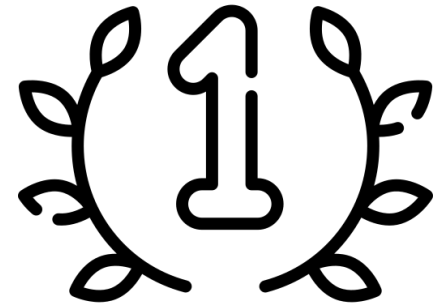
DC HIE Designation Application

Why Apply to be the District Designated HIE Entity?

- **The District's Designated HIE Entity is acknowledged as DHCF's committed partner for citywide HIE services.**
- What's the eligibility requirement?
 - ✓ Concurrently submit a DC HIE Registration Application to DHCF or have previously been approved as a District Registered HIE Entity.
 - ✓ Meet or exceed the consumer education and auditing requirements set forth in Chapter 87, District of Columbia Health Information Exchange, of Title 29, DCMR, ("HIE Rule").
 - ✓ Be organized in accordance with the District of Columbia "Nonprofit Corporation Act of 2010," effective July 2, 2011 (D.C. Law 18-378; 58 DCR 1720) or organized as a nonprofit corporation in the jurisdiction where the entity is incorporated.



DHCF's committed partner



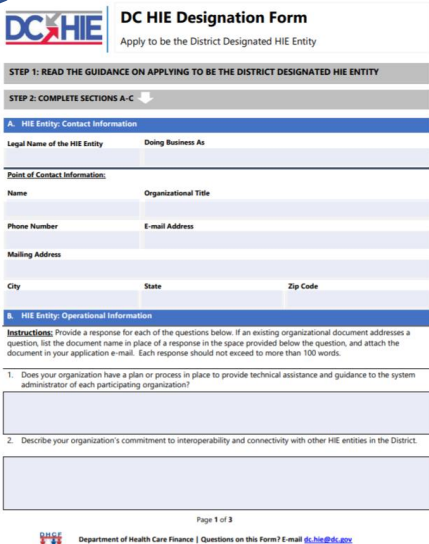
Only one (1) District Registered HIE Entity will be selected for District Designated HIE Entity status in 2019

What are the application components to apply to be a District Designated HIE Entity?

The application is divided into two separate documents posted on the Designation Application webpage. The documents include:

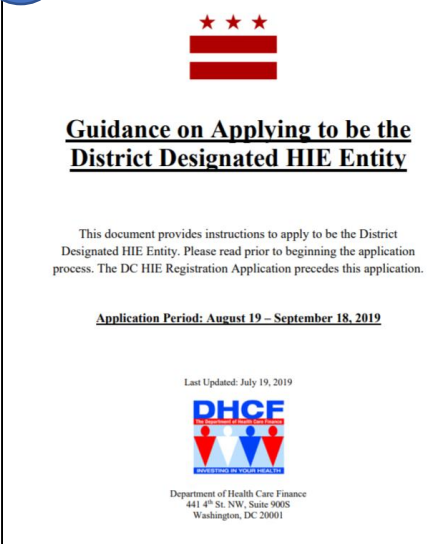
- 1) A fillable (PDF) DC HIE Designation Form
- 2) A Guidance on Applying to be a District Designated HIE Entity, which includes the following:
 - Instructions for the required development and submission of four (4) organizational plans
 - Instructions on the submission of additionally required documents (e.g. IRS Form 990, and accreditations or certifications attained by the HIE Entity)
 - FAQs on key administrative requirements for ongoing maintenance as a District Designated HIE Entity

1



The image shows the first page of the DC HIE Designation Form. It includes the DC HIE logo, the title 'DC HIE Designation Form', and instructions to apply to be the District Designated HIE Entity. The form is divided into two main sections: 'A. HIE Entity Contact Information' and 'B. HIE Entity Operational Information'. Section A includes fields for Legal Name, Doing Business As, Point of Contact (Name, Title, Phone, Email, Address, City, State, Zip), and Mailing Address. Section B includes a question about technical assistance and guidance, and a question about interoperability and connectivity. The form is labeled 'Page 1 of 3' and includes the DC HIE logo and contact information at the bottom.

2



The image shows the second document, 'Guidance on Applying to be the District Designated HIE Entity'. It features a red header with three stars and the title 'Guidance on Applying to be the District Designated HIE Entity'. The text explains that the document provides instructions to apply to be the District Designated HIE Entity and that the DC HIE Registration Application precedes this application. It specifies the 'Application Period: August 19 – September 18, 2019'. The document is dated 'Last Updated: July 19, 2019' and includes the DHCF logo and contact information at the bottom.



Guidance on Applying to be the District Designated HIE Entity

This document provides instructions to apply to be the District Designated HIE Entity. Please read prior to beginning the application process. The DC HIE Registration Application precedes this application.

Application Period: August 19 – September 18, 2019

Last Updated: July 19, 2019



Department of Health Care Finance
441 4th St. NW, Suite 900S
Washington, DC 20001

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How to Apply for Designation?

Step 1: Read Guidance on Applying to be the District Designated HIE Entity

Step 2: Complete, sign, and save the required (fillable PDF) DC HIE Designation Form

Step 3: Develop the four required organizational plans (use Guidance on Applying to be the District Designated HIE Entity):

- B.1: Plan #1 Strategic and Operations
- B.2: Plan #2 Financial Sustainability
- B.3: Plan #3 Access and Auditing
- B.4: Plan #4 Health Care Consumer Education

Step 4: Attach and label the required separate documents to one e-mail (all in PDF format):

- DC HIE Designation Form
- Documents B.1-B.4
- Include the following documents:
 - B5: Internal Revenue Service Form 990
 - B6: Accreditations or Certifications
 - Other supporting documents as deemed necessary by the applicant

Step 5: Title the subject of the e-mail [DC HIE Designation Application](#)

Step 6: Submit the e-mail to dc.hie@dc.gov by Wednesday, September 18, 2019 at 5:30 PM ET. Applications will not be accepted after the deadline.

Step 7: Receive confirmation from DHCF

KEY DATES



Monday, August 19, 2019

Application period opens for
designation application



Wednesday, September 18, 2019

Application period closes for
designation application



Mid-November 2019

DHCF announces the District
Registered and Designated
HIE entities

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Questions?

Thank You.

Contact us at dc.hie@dc.gov