

HISPC-Illinois II

**The Public-Private Partnership
Moves Forward on Privacy and Security**



August 23, 2007

Dear Steering Committee Members,

Last Tuesday, August 21, the Governor issued an amendatory veto (AV) for House Bill 1254 – the legislation creating the non-profit Illinois Health Information Network (ILHIN). The Governor's AV gives the Illinois Department of Healthcare and Family Services the responsibility for establishing a state-level health information exchange (HIE).

Some questions have been raised regarding the HISPC-Illinois II project because the project proposal referenced the work product being presented to ILHIN. While the entity responsible for creating the state-level HIE has changed, the work products to be developed by the HISPC-Illinois II project are still very much in need. With your assistance, the HISPC-Illinois II project will proceed as planned with the only exception being the possible change of the governance structure to which the policy and security recommendations will be presented.

Thank you for agreeing to be a part of HISPC-Illinois II. I look forward to our meeting on Monday.

Sincerely,

David Carvalho
Deputy Director, Policy, Planning & Statistics
Illinois Department of Public Health

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Agenda

**HISPC-Illinois Steering Committee
Audio Conference Meeting**

*August 27, 2007
10 a.m. to 12 p.m.*

- I. Introductions**
- II. Overview of HISPC-Illinois II - David Carvalho, Deputy Director, Office of Policy, Planning and Statistics, IDPH**
- III. Discussion of Work Groups**
- IV. Future Steering Committee Meetings**

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Steering Committee

Purpose

The HISPC-Illinois Steering Committee will provide oversight and direction for the project. It will set the direction, monitor progress, solicit work group members and approve deliverables to ensure success of the project.

Steering Committee Members

Member	Organization	Phone/E-mail
David Carvalho	Illinois Department of Public Health	312-814-5278 David.Carvalho@illinois.gov
Steven Glass	Access Community Health Network	773-257-5099 glas@sinai.org
William Kempiners	Consultant	217-523-1100 bkemp1100@sbcglobal.net
Patricia Merryweather	Illinois Hospital Association	630-276-5590 pmerryweather@ihastaff.org
Randy Mound	SUPERVALU	847-916-4237 Randy.Mound@albertsons.com
Nancy Semerdjian, RN, MBA, FACHE	Evanston Northwestern Healthcare	847-570-5236 Nsemerdjian@enh.org
Patrick Gallagher	ISMS	312-580-2468 patrickgallagher@isms.org
Carolyn Guthman	Consumer, AARP	847-212-5758 CarolynG5@aol.com
Joyce Sensmeier	HIMSS	312-664-4467 jsensmeier@himss.org
	Midwest Business Group on Health	

Project Team

Stephanie Rizk, M.S.	RTI International Contact	312-456-5276 srizk@rti.org
Jeff W. Johnson	HISPC-Illinois Project Director	217-558-3403 Jeff.W.Johnson2@illinois.gov
Elissa Bassler	Executive Director, Illinois Public Health Institute	312-793-0851 Elissa.Bassler@illinois.gov

Kathy Karsten	Program Associate, Illinois Public Health Institute	312-814-8854 kathy.karsten@illinois.gov
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Goals of the Committee

The HISPC-Illinois Steering Committee will strive to:

- Review, evaluate and analyze and approve contract deliverables produced by the working groups to ensure they are of the highest possible quality and truly reflects Illinois' current state and future needs relative to privacy and security of health information
- Provide organizational resources to help staff the working groups that will develop the contract deliverables
- Seek input and/or representation from as many stakeholder areas as possible in the creation and review of work resulting from HISPC activities
- Review progress and results of the project plan
- Identify opportunities for improvement
- Have members serve as a liaison between the Steering Committee and their organization/area of expertise, communicating HISPC activities to constituencies and soliciting their feedback

Time Frames

The Steering Committee is expected to meet at least three times between August and December of 2007.

Ground Rules

The Steering Committee will operate in the following manner:

- A majority of the members on the committee shall constitute a quorum to have an official meeting.
- Consensus is the goal for approval of deliverables and committee recommendations.
- An agenda will be sent to members at least one week prior to scheduled meetings.
- Member suggestions for agenda items need to be sent to the project director no later than the two weeks prior to the scheduled meeting date.

- If a committee member cannot make a meeting, the member is encouraged to make every effort to find a replacement from your organization.
- Minutes will be taken by staff from the project team.
- Meeting times will be no longer than two hours unless special circumstances require extended time.
- Each member is expected to keep his/her constituent organization(s) updated on HISPC activities.

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Privacy and Security Work Group

Purpose

In the next few years, Illinois will be focused on creating a state-level HIE that will connect the Nationwide Health Information Network (NHIN) with local/regional HIEs and health care providers.

“To participate in the NHIN, an organization will be required to use a shared architecture, adhere to adopted standards and provide certain core services. ... An NHIN health information exchange (NHIE) will be one that that implements the NHIN architecture (services, standards and requirements), processes and procedures and participates in the NHIN Cooperative.”

Adopting privacy and security policies that will satisfy national requirements and provide assurances to Illinois residents regarding the safety of their personal health information will be a major task during the development of the state-level HIE. In the spirit of the public-private partnership that came together during the work of the Electronic Health Records Taskforce, the purpose of the Privacy and Security Work Group is to help facilitate this task by developing draft privacy and security policies and recommendations for consideration by the state-level HIE governance structure.

Work Group Members

Member	Organization	Phone/E-mail
Ellen Brull, M.D.	Illinois Academy of Family Physicians	847-967-9660 esbrull@gmail.com
Rafael C. Diaz	Chief Information Security Officer, CMS	Chi: 312-814-5477 Spi: 217-557-6138 rafael.diaz@illinois.gov
Carolyn Guthman	Consumer, AARP	847-212-5758 CarolynG5@aol.com
Joyce Sensmeier	HIMSS	312-664-4467 jsensmeier@himss.org
<i>Please note that there may be more than one individual representing a stakeholder group.</i>	3 rd party payer representation	
	Community health center representation	
	Hospital representation	
	Laboratory representation	
	Local health department representation	
	Long-term care facility representation	
	Midwest Business Group on Health	

Member	Organization	Phone/E-mail
	Pharmacy representation	
	Physician representation	

Project Team

Stephanie Rizk, M.S.	RTI International Contact	312-456-5276 srizk@rti.org
Jeff W. Johnson	HISPC-Illinois Project Director	217-558-3403 Jeff.W.Johnson2@illinois.gov
Elissa Bassler	Executive Director, Illinois Public Health Institute	312-793-0851 Elissa.Bassler@illinois.gov
Kathy Karsten	Program Associate, Illinois Public Health Institute	312-814-8854 kathy.karsten@illinois.gov

Goals of Work Group

The Privacy and Security Work Group is responsible for:

- Develop an outline of privacy and security issues to be included in the “Draft Policies and Recommendations document.”
- Prepare a draft of the “Draft Policies and Recommendations document” for review by stakeholders.
- Finalize the “Draft Policies and Recommendations document.”

Time Frames

The Privacy and Security Work Group is expected to meet five times between August and December of 2007.

Ground Rules

The work group will operate in the following manner:

- A majority of the members on the work group shall constitute a quorum to have an official meeting.
- Consensus is the goal for approval of deliverables and work group recommendations.
- An agenda will be sent to members at least one week prior to scheduled meetings.

- Member suggestions for agenda items need to be sent to the project director no later than the two weeks prior to the scheduled meeting date.
- If a work group member cannot make a meeting, the member is encouraged to make every effort to find a replacement from your organization.
- Minutes will be taken by staff from the project team.
- Meeting times will be no longer than two hours unless special circumstances require extended time.
- Each member is expected to keep his/her constituent organization(s) updated on HISPC activities.

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Legal Work Group

Purpose

The promise of electronic health records (EHR) and health information exchange (HIE) is to enhance the quality of health care provided to patients. Patient support is essential for this to become an effective tool. To receive this support, patients must be adequately informed as to the potential use of their health records and be assured of the privacy and security of that data.

The optimal goal is to provide all patients in Illinois with the same information regarding privacy protections under the law and the necessary education to understand how their records will be safeguarded in an EHR/HIE environment. To address this goal, the task for the Legal Work Group is to develop a model uniform patient EHR/HIE consent form for possible use by the state-level HIE, clinicians, health care facilities and other providers. The Legal Work Group is also tasked with the development of a plan to disseminate the consent form and encourage its use.

Work Group Members

Member	Organization	Phone/E-mail
Marilyn Thomas	Illinois Department of Public Health	217-782-2043 Marilyn.Thomas@illinois.gov
<i>Please note that there may be more than one individual representing a stakeholder group.</i>	Community health center representation	
	Hospital representation	
	Consumer representation	
	Local health department representation	
	Long-term care facility representation	
	Midwest Business Group on Health	
	Physician representation	

Project Team

Stephanie Rizk, M.S.	RTI International Contact	312-456-5276 srizk@rti.org
Jeff W. Johnson	HISPC-Illinois Project Director	217-558-3403 Jeff.W.Johnson2@illinois.gov
Elissa Bassler	Executive Director, Illinois Public Health Institute	312-793-0851 Elissa.Bassler@illinois.gov

Kathy Karsten	Program Associate, Illinois Public Health Institute	312-814-8854 kathy.karsten@illinois.gov
	Legal Consultant	

Goals of Work Group

The Legal Work Group is responsible for:

- Creating an outline of the issues to be addressed in the “Model Uniform Patient EHR/HIE Consent Form.”
- Preparing a draft “Model Uniform Patient EHR/HIE Consent Form” for review by stakeholders.
- Adopting a “Model Uniform Patient EHR/HIE Consent Form.”
- Preparing a plan that will address the dissemination of the “Model Uniform Patient EHR/HIE Consent Form” to health care providers and to encourage its use by those providers.

Time Frames

The Legal Work Group is expected to meet five times between August and December of 2007.

Ground Rules

The work group will operate in the following manner:

- A majority of the members on the work group shall constitute a quorum to have an official meeting.
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