

Effective Date: 7/1/2019

Review Date: 3/12/2024

Revised Date: 3/6/2024

North Sound Behavioral Health Administrative Services Organization, LLC

Section 4200 - Information Systems: Verification of Accuracy of Data

Authorizing Source: HCA Contract

Approved by: Executive Director

Date: 3/12/2024

Signature:

POLICY #4210.00

SUBJECT: VERIFICATION OF ACCURACY OF DATA

PURPOSE

To ensure that the North Sound Behavioral Health Administrative Services Organization (North Sound BH-ASO) submits accurate data to the Health Care Authority (HCA) in order to meet contractual requirements.

POLICY

Data accuracy of North Sound BH-ASO's administrative systems and processes is critical to ensure that data submissions to HCA are complete and accurate reflections of the care provided to our beneficiaries; instances where the editing process rejects data for data quality deficiencies are minimized; and report templates and quality measures accurately reflect the data that are truly comparable across the region. The goal is to design a data validation process that ensures the accuracy, completeness, and integrity of data.

PROCEDURE

1. Provider level: Providers will establish internal forms, policies and staff training that support the collection of contract required data. Provider staff will validate individual eligibility information at least monthly or at each visit if less than monthly.
2. North Sound BH-ASO: North Sound BH-ASO will perform testing and reporting on the Providers' data to assess quantity, completeness and quality of data and Supplemental Data transactions, provider networks or individual providers. By identifying problems, North Sound BH-ASO can ensure that data will be accurate when used to develop rates, project service needs, maintain fidelity to access criteria and assess performance indicators.
3. HCA: Data processing, at the HCA level, has elements in place to reject data that that is not formatted to the current transaction structure or that contains a field entry not valid for the effective date of the transaction and its corresponding tables. Completeness reports are prepared quarterly and parameters for correction timelines are delivered via email when the reports are distributed.

ATTACHMENTS

None