Southwest Washington Accountable Community of Health (SWACH) Data Workgroup – 2018 Charter

Name: SWACH Data Workgroup

Purpose: The SWACH Data Workgroup will work collaboratively to:

- Support the SWACH Regional Health Improvement Plan (RHIP) Council and Workgroups in Medicaid Transformation Project planning and implementation.
- Inform baseline and ongoing performance monitoring conducted by the RHIP Council and Workgroups.
- Identify potential disparities and equity issues.

The SWACH Data Workgroup may also support other regional data-related initiatives such as the Healthy Columbia Willamette community health needs assessment, as requested, and depending on Workgroup capacity.

Activities: The Data Workgroup will achieve their purpose by:

What we will do:

- Reviewing data and reports to interpret findings to provide feedback and/or recommendations to the RHIP Council, other SWACH workgroups, and SWACH staff as requested.
- Informing the development of SWACH’s Medicaid Transformation Project monitoring plans – this may include but is not limited to reviewing and recommending measures, identifying publicly available or partner data that can be used for monitoring, and providing feedback on proposed approaches and tools (e.g. reporting templates for participating partners).
- Informing SWACH’s public reporting and data-related communications.
- Identifying potential data sources and/or providing additional data from own organization to inform discussion. Note the workgroup will not be responsible for conducting analysis.
- Informing regional data-related initiatives, if requested, and if deemed appropriate by the Workgroup.
- If requested, informing the development or implementation of population health management systems or other health information technology / health information exchange strategies across the region, with a particular focus on what data collection and reporting is enabled.
- Monitoring statewide ACH evaluation findings and providing input if requested; providing thought partnership for local evaluation efforts, either for SWACH or partner organizations. Note the workgroup may provide input into evaluation design and review findings, but will not be charged with developing SWACH evaluation or be responsible for conducting evaluation.

How we work together:

- Meeting regularly (at least every other month for 90 minutes, with some ad hoc discussion or email communication between meetings if needed).
- Taking responsibility for and follow through on agreed-upon assignments.
• Seeking consensus on any decisions/recommendations; provide dissenting opinions for the record.

Governance

• The Data Workgroup reports out to the RHIP Council, which in turn reports to the SWACH Board. The Data Workgroup may also field requests from other SWACH workgroups, the SWACH Board, and staff.
• The Data Workgroup is not formally seated; participants from any SWACH partner organization or members of other governance bodies and workgroups are welcome to attend Workgroup meetings. Multiple representatives from an organization are welcome to attend Workgroup meetings if appropriate given agenda items.
• Data Workgroup meetings are public. Meeting agendas and materials will be posted online.
• This charter will be reviewed annually and updated if needed.

Membership: Data Workgroup members should:

• Be data literate. *Note: members do not have to be analysts, but should be comfortable reviewing data and drawing interpretations.*
• Be enabled to represent their organization’s perspective.
• Be responsible for reviewing materials and preparing for discussion.
• Be responsible for coordinating internally with other members of their organization who participate in other SWACH or Medicaid Transformation Project efforts.

*If members are not able to attend a meeting, they are encouraged to find a replacement from their organization to participate on their behalf.*

The Data Workgroup will strive for participation from each of the following:

• Medicaid managed care organizations / administrative service organizations serving the region.
• Physical health providers practicing within the region.
• Behavioral health (mental health and substance use) providers practicing within the region.
• Health systems and hospitals operating within the region.
• County public health department(s).

Non-clinical partner representation will be identified at a later date, in alignment with SWACH’s engagement strategy for non-clinical partners.

**Compensation:** Workgroup members shall not receive compensation from SWACH for participation.

**Staffing:** The Data Workgroup is jointly staffed by SWACH and Clark County Public Health Department.