

PRIME DY11 DATA SHARING WITH CAPH SNI

Purpose

In support of CAPH and SNI's mission to strengthen member's capacity to improve quality of care, spread innovation, and succeed in the Waiver, CAPH SNI analyzes members' PRIME data to:

- Be responsive to members' requests for cross-member PRIME performance analysis
- Identify areas (projects, metrics, reporting infrastructure) where there is the greatest need for SNI programmatic support.
- Inform refinement of metric specifications, PRIME policies, innovative metric testing, etc. in collaboration with DHCS.
- Reflect key observations about PRIME performance to the CAPH Board, Waiver Integration Teams, and PRIME teams in the near future (Oct 18th Data Summit, Nov 2nd WIT, CAPH Annual Conference)

Currently, CAPH SNI does not have access to the DHCS PRIME Reporting Portal. While CAPH SNI is evaluating solutions, CAPH SNI is requesting that each member system share a copy of the PRIME DY11 data reported to DHCS with CAPH SNI directly. Your few minutes of time to complete the steps below is very much appreciated.

Instructions

Follow any option for the data file and data sharing that is most convenient for you. Please be sure that the data reflects the final data that you submit to DHCS by the 9/30 deadline. It is understood that the numeric data and narratives are subject to change during DHCS' subsequent review.

Options for the PRIME DY11 Data File

- A. Word document or Excel Sheet with all your official DY11 data including narratives (~ internal document you may have used to copy paste into the DHCS PRIME Reporting portal)

OR

- B. Downloaded pdfs or excels from the DHCS PRIME reporting portal that contain report-, domain-, and metric- level data and narratives.

Options for Sharing the PRIME DY11 Data File with SNI*

- A. Email the document(s) through your system's encryption service. SNI will then download from your system's encryption website into SNI's secured server.

OR

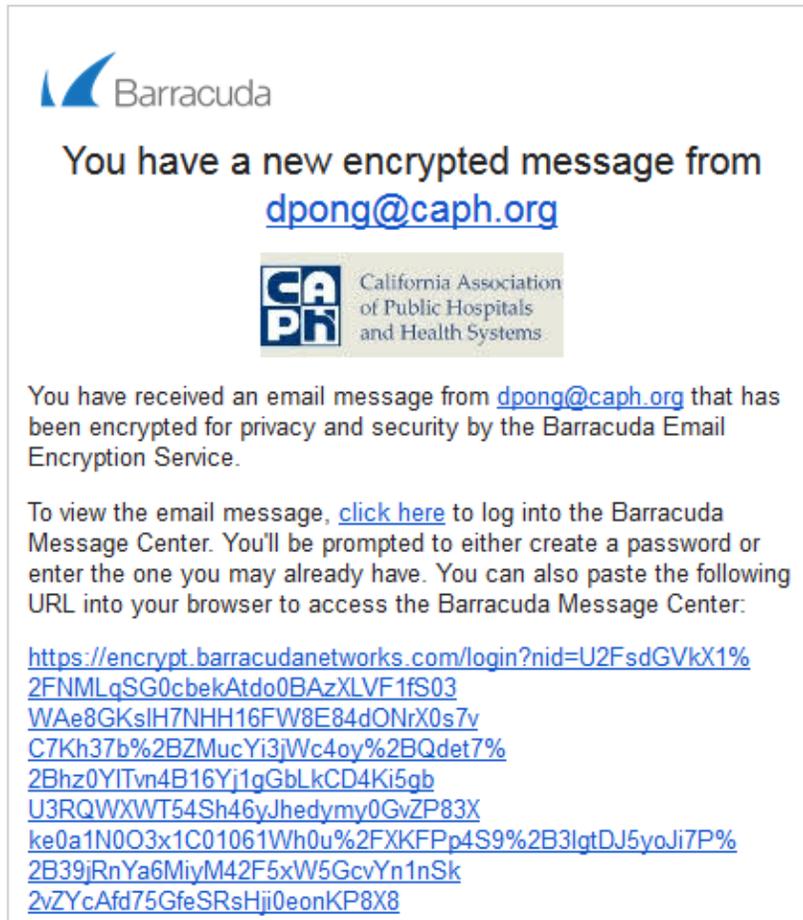
- B. Notify SNI that you want to use SNI's encryption service. See [Appendix](#).

***NOTE: Do not send files via a non-encrypted mechanism. These reports may contain numerators/denominators that are small enough to potentially qualify as PHI.**

SNI kindly requests you send the data to SNI by **Monday, October 3, 2016**.

Appendix: Submission Options through SNI's Encryption Service

1. Email SNI that you want to share data via SNI's encryption service
2. SNI will send you an encrypted email message that will look like below:



3. Login into SNI's encryption website
 - a. Create a Password

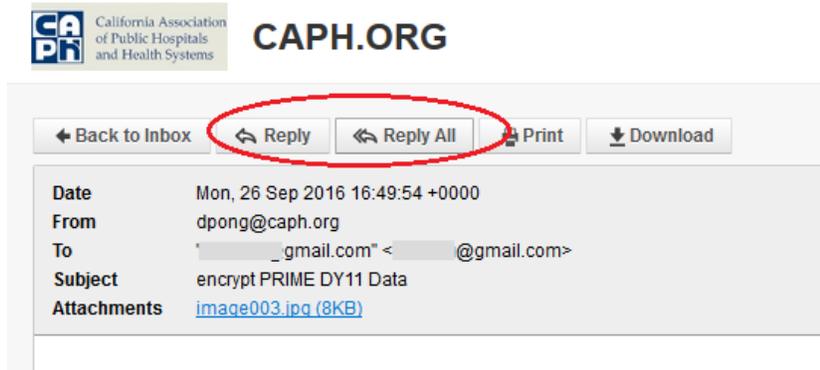
The screenshot shows the "Account Settings" page for a Barracuda account. The page title is "Account Settings for [redacted]@[redacted].com". Under the "Password" section, there are two input fields: "New Password" and "Re-Enter New Password". A note below the "New Password" field states: "Minimum 8 characters, with at least 1 special character". A blue "Done" button is located at the bottom of the form.

- b. Click on SNI's email

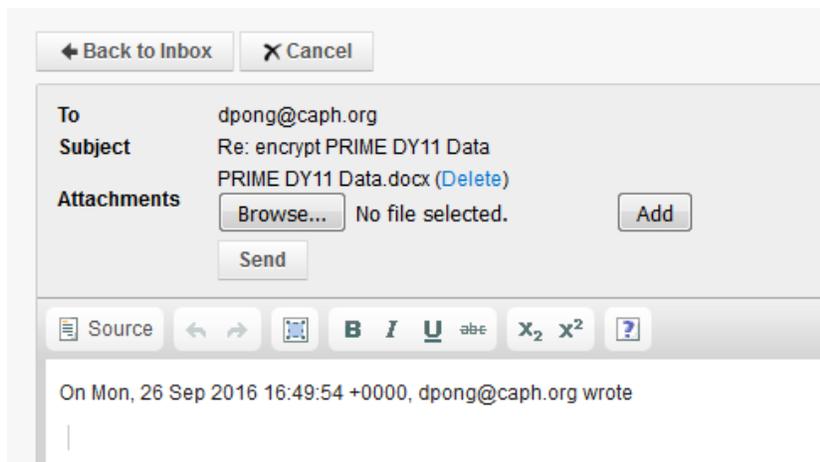
Encrypted Messages



- c. Click on Reply or Reply All



- d. Reply to SNI's email, attaching and sending the data file all within SNI's encryption website.



- e. Click Send.

Note: If using SNI's encryption service, all email communications need to occur through this Barracuda encryption portal and not through any other email client.