

## PRIME DATA SHARING WITH CAPH SNI

Rev. 7/21/17

### 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 future meetings

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 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 required Final or Mid-Year deadline. It is understood that the numeric data and narratives are subject to change during DHCS' subsequent review.

#### About the PRIME Data File

- A. Both the downloaded pdf or excel from the DHCS PRIME reporting portal that contain report-, domain-, and metric- level data and narratives.

#### Options for Sharing the PRIME 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.**

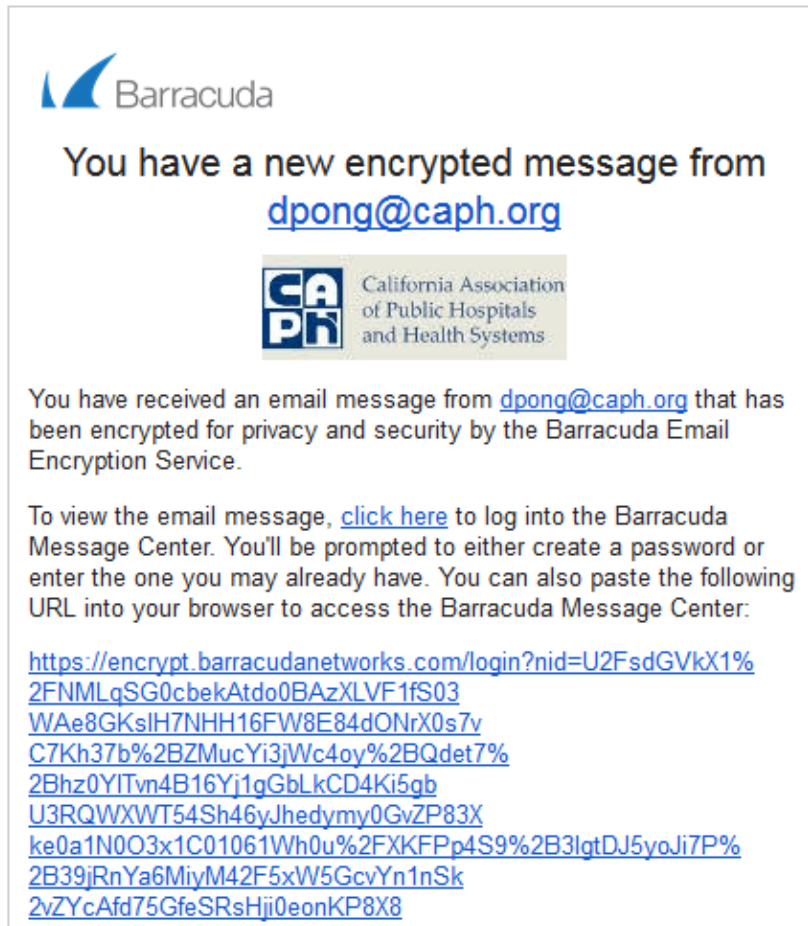
SNI kindly requests you send the data to SNI by the following schedule:

	Measurement Period	Report Due	Est. Payment	Submit Original to SNI	Submit Final to SNI
<b>DY11</b>	Submit 5-Year Project Plan	4/4/16	6/30/16	NA	
	7/1/15 – 6/30/16	9/30/16	10/31/16	December 1, 2016	One week after DHCS Final Approval
<b>DY12</b>	1/1/16 – 12/31/16	3/31/17	4/30/17	April 7, 2017	
	7/1/16 – 6/30/17	9/30/17	10/31/17	November 7, 2017	
<b>DY13</b>	1/1/17 – 12/31/17	3/31/18	4/30/18	April 7, 2018	
	7/1/17 – 6/30/18	9/30/18	10/31/18	November 7, 2018	
<b>DY14</b>	1/1/18 – 12/31/18	3/31/19	4/30/19	April 7, 2019	
	7/1/18 – 6/30/19	9/30/19	10/31/19	November 7, 2019	
<b>DY15</b>	1/1/19 – 12/31/19	3/31/20	4/30/20	April 7, 2020	
	7/1/19 – 6/30/20	9/30/20	10/31/20	November 7, 2020	

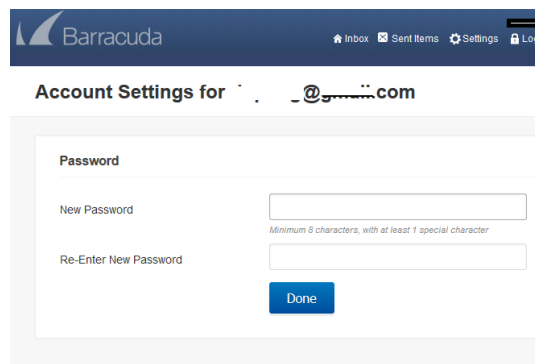
If there are any corrected reports submitted to DHCS after the reporting deadline, please remember to send the Excel and Pdf to SNI as well.

## 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:

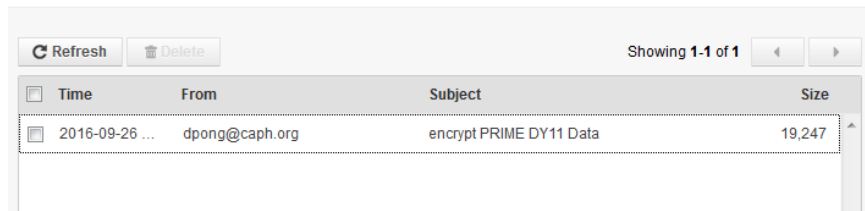


3. Login into SNI’s encryption website
  - a. Create a Password

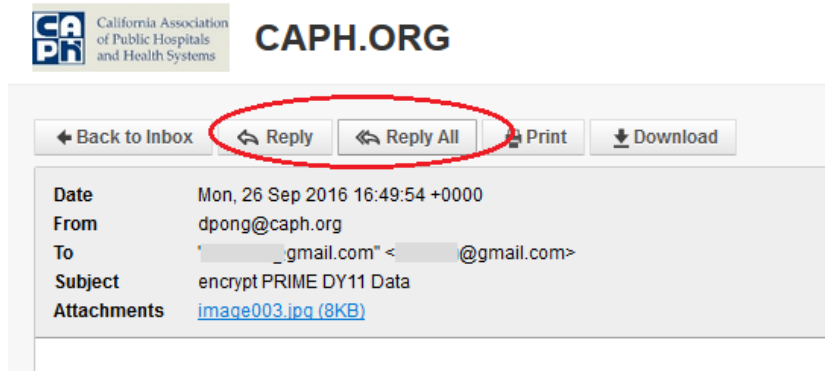


- b. Click on SNI's email

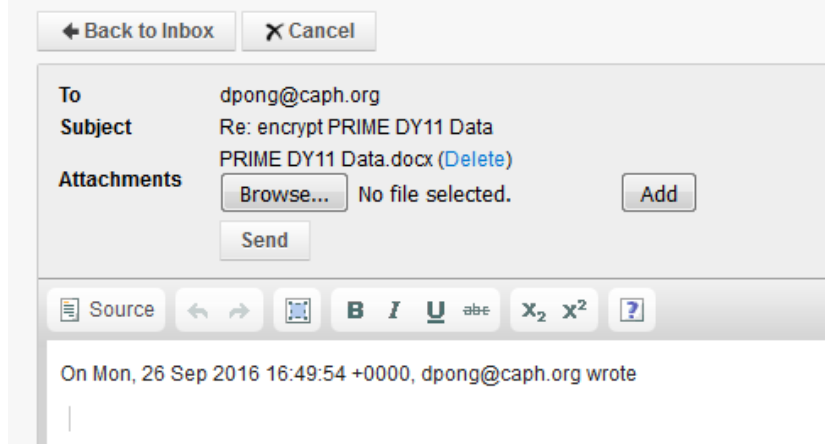
**Encrypted Messages**



- 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. **Be sure to click on the "Add" button to finish attaching a file.**



- 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.