



Policy on Inpatient/Outpatient Data Verification Process Effective 1-1-07

The following has been approved by the IHA Board of Officers and Trustees at the recommendation of the IHA Council on Health Information for further distribution to IHA member hospitals:

The IHA statewide inpatient and outpatient databases are public and widely released in the IHA Dimensions software and ASCII format to hospitals and health systems, researchers, consultants, state and federal government agencies, universities, vendors, and web-based data organizations. In an effort to maintain the highest quality information, IHA proposes to implement a validation process whereby IHA member hospitals will engage in verification of all submitted data upon timely completion of a quarter.

Currently, hospitals are required to have submitted and edited data completed by 60 days following the end of a quarter. Validation should be completed within 75 days of the end of a quarter allowing two weeks to verify or correct any identified discrepancies which should be reported to IHA staff when discovered.

Upon receiving validation reports (as delineated below), the hospital designee will attest to the accuracy of the patient data submitted through IPOP and ensure that it matches internal account information. As stated, discrepancies in data are reported to IHA for correction. Verification will occur once IHA has received communication stating that information is correct.

Reports available are:

- ▶ Place of Service
- ▶ Expected Source of Pay
- ▶ Race
- ▶ Status of Patient (Disposition)
- ▶ County of Residence
- ▶ State of Residence
- ▶ Total Charges

Incomplete or inaccurate data may be noted in the IHA publication of a README file with release of the statewide inpatient/outpatient data if discovered outside of the above-defined timelines. At a hospital's request, data may be resubmitted and disseminated at the hospital's expense with a fee to be determined by IHA based on the complexity of the changes involved but not to exceed \$5,000.

Updated April 2009