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MHDO Documentation / Metadata Proposal

Last Updated: 3/28/2017 -with the feedback received from the SDUG Subcommittees on March 1st, 2017.

# Proposal

In order to streamline the documents/metadata available for MHDO Hospital and APCD data releases, we would like to propose the following structure:

Data User Portal. This Portal, which will be housed on the MHDO Website, would provide access to documentation such as data dictionaries and metadata, example validation results, and summary level information as further detailed below.

MHDO data users will be given password protected access to the Data User Portal. Once logged into the Data User Portal, data users will be able to browse through a dashboard the metadata available for the data they requested. The dashboard will allow them to select, search and drill down into different types of information related to their request (release level and dataset). The Portal will also contain searchable data dictionary information.

The information will be organized into thematic areas including records types, release periods, validation status, hospital or payer names (depending on the dataset). Users will be able to view data quality information at both payer/hospital level in the form of QC notes and at the field level in the form of exemption-level validation override information. There will also be summary level information such as: record counts by payer/hospital by month, PMPM and match rate statistics, and validation pass/fail statistics.

# SDUG Feedback

### Data Dictionary

* Clarify when the DPC-ID should and should not be used, and how to use it.
* Link the payer field to an actual table, or clarify where the list can be found.
* Create a data dictionary will all data fields and their meanings.
* Medical Claim Tab: Make the classification column more obvious.
* Release the justification provided by the data submitter for all Exemption Level Validations:

### Data User Portal

* The group supported the idea of a data user portal, where they can find information on data anomalies or additional information regarding the data.

# Timeline

The purpose of this work plan is outline the tasks and timeline associated with creating the Data User Portal and replacing the current data release documentation. This plan will be updated as necessary.

| Deliverable/  Action Item | Description | Lead | Due by |
| --- | --- | --- | --- |
| APCD: Update Data Dictionaries | Revise the data dictionary based on feedback. Create online, interactive Data Dictionary. | Leanne/Karynlee | July, 2017 |
| Hospital: Create New Data Dictionaries | Using NY model developed for hospital data dictionaries, create hospital data dictionaries. | Leanne/Karynlee | September, 2017 |
| End State Metadata Strategy | Discuss as part of 2018 planning | Leanne/Karynlee | September, 2017 |