



HEDIS® 2018 Medical Record Collection Overview

Beginning in January, we may contact you to request member-specific medical records. UnitedHealthcare Community Plan of Kansas is required by the Centers for Medicare & Medicaid Services (CMS) to collect Healthcare Effectiveness Data and Information Set (HEDIS) information each year from our participating care providers. In addition to helping us meet CMS requirements, HEDIS medical record collection plays a critical role in supporting the care you provide to our members so together we can help them manage existing medical conditions and be more engaged with their preventive health.

Providing Medical Records

If you have patients who are part of the HEDIS 2018 cycle, a health information organization working on our behalf may contact you to arrange the medical record collection method that is most convenient for you – in person, fax, mail or electronic. These organizations include **Advantmed, BACTES, Change Healthcare, Optum/CiOX and MRO.**

Please provide these records as soon as possible to be in compliance with federal, state and accreditation requirements. Our members are randomly selected for each medical record collection cycle, so patients from your practice may not be included for the HEDIS 2018 cycle.

While we'll do everything we can to minimize disruption to your practice, multiple appointments may be needed to complete collection. The following suggestions may help make medical record collection more efficient:

- Confirm the date/time of your appointment and the name of the reviewer.
- Designate a work area for the reviewer, with the requested medical records available.
- Ask if the reviewer requires photocopying and if so, make photocopying available.
- Provide any faxed, mailed or electronic records in the timeframe requested.
- If a requested medical record is not available, please notify the health information organization soon as possible.

Key Facts About the HEDIS Medical Record Collection Process

- The indicated HEDIS year reflects the year the medical record is collected rather than the year the care was given. For example, for the HEDIS 2018 cycle, we collect records for services rendered in 2017 or earlier.
- If you are contacted, **please respond within five business days to indicate your preference for medical record collection.**
- Our health information organizations are subject to privacy, confidentiality and Health Insurance Portability and Accountability Act (HIPAA) business associate requirements.* The HIPAA Privacy Rule allows for exchange of confidential patient information to conduct treatment, payment or health care operations and may occur without written consent or authorization by the patient between covered entities and UnitedHealthcare Community Plan of Kansas.

- If a patient's chart included on the list we provide to you is not available at your practice location, or if a patient listed has never received services from your practice, please alert the contact person immediately.

We're Here to Help

We know how busy you are and we truly appreciate you working with us in this important effort. Please contact us at 877-211-6545 or uhc_hedis_help@uhc.com with questions.

*Under the Health Insurance Portability and Accountability Act (HIPAA), health care operations include disclosure of Protected Health Information for accreditation (e.g., Healthcare Effectiveness Data and Information Set reporting) and certification activities. These disclosures may be made to a business associate, acting on behalf of the covered entity. The American Recovery and Reinvestment Act of 2009 also permits release of records. Our vendors have executed HIPAA-compliant business associate agreements to perform the medical records reviews.