

Health Information Technology Exchange of Connecticut
Legal and Policy Committee
December 14, 2011

Meeting Minutes

COMMITTEE MEMBERS PRESENT: John Lynch, Lori Reed-Fourquet (phone)

HITE-CT MEMBERS: David Gilbertson (phone), Denese Sterling

DPH REPRESENTATIVE: None

PUBLIC: None

Call to Order

J. Lynch chaired the meeting. The meeting was called to order at 8:38 a.m.

Meeting Minutes

There was no quorum to adopt the November 17, 2011 and December 06, 2011 meeting minutes.

Continuation of Policy Development and Refinement

L. Reed-Fourquet continued to review the draft HITE-CT Testing Participation Agreement (#610201):

- L. Reed-Fourquet reiterated that providers will need to use their test database when participating in the test phase. The test environment will not include real patient data. When providers enroll, they will get a test feed.
- The Pilot Site Call for Participation and Application Form can be found online at http://www.ct.gov/dph/cwp/view.asp?a=3936&q=462958&dphNav=|&dphNav_GID=1993 – the application deadline is **December 21, 2011**.
- L. Reed-Fourquet stated that the final system configuration as a result of the testing phase will become the HIE version that is used going forward.
- Discussion took place regarding document repository hosting.
- Discussion took place regarding the Continuity of Care Document.

Review of the draft Notice to Patients (#610244):

- It was stated that the last page of the Notice to Patients is where the patients will sign to acknowledge that they have received and reviewed the appropriate notice of participation forms.
- Discussion took place regarding the need to have a separate 'Notice to Patients' document for patients to read and sign along with the providers' privacy document.
- In response, L. Reed-Fourquet stated that the real meaning and intention of the Notice to Patients could be lost if it is embedded within other documents.

Next Step

- Official membership status for D. Gilbertson will be presented to the board at the next board meeting.
- L. Reed-Fourquet will need to update the testing agreement in order to present it to the board at the next board meeting.
- L. Reed-Fourquet will check with legal to find out if the operational documents will need to go on a 30-day notice to the public.

Schedule of Meetings:

- January 3, 2012
- Standing meetings are the first Tuesday of the month, 8:30-10 AM at BEST.

Adjourn

The meeting adjourned at 9:53 a.m.