



## CYC Data and Information Sharing Project – Meeting Minutes

<b>Subject:</b>	CYC Data and Information Sharing - Phase I <input type="checkbox"/> DOH/SHOTS (State Health Online Tracking System) Data Source <input type="checkbox"/> Workgroup (JAD) Session I
<b>Date:</b>	March 9, 2009
<b>Time:</b>	08:30 AM <input type="checkbox"/> 12:00 Noon: Business/Policy and Technical/Database Overview
<b>Location:</b>	DJJ Alexander Building Training Center, Room 1318
<b>Attendees Present:</b>	See attendee list below

### Business/Policy Discussion

✓ Jennifer Diaz welcomed participants and thanked everyone for their participation in the JAD Session.

✓ Alicia Chevtaikin provided a high level overview of the CYC Project, purpose of the sessions, ground rules, timeline and role of Agency Lead Policy Coordinator and Subject Matter Experts.  
<http://cycproject.myflorida.com/docs/Data%20Sharing%20Project%20Phase%20I%20-%20JAD%20Session%20Introduction.ppt>

✓ Susan Lincicome (SHOTS Program Director) provided a high level business overview of the SHOTS Program. Chris Smith provided a demonstration of the SHOTS.

- Is a statewide immunization tracking system available to all enrolled health care providers.
- 100% federally funded program.
- Initially, immunization data was loaded to Vital Stats in 2003.
- Healthy People 2010 goal is to enrolled 95% of children age 0-5 in a fully functional immunization registry. The system has over 8 million patient records of all ages.
- Saturation measures are required and reported to the CDC annually. This is a measure of immunization levels and population in the registry.
- 140 providers currently upload their information, the remaining health care providers update on a transaction basis.
- For the most part, the system is a read only access for those who are not health care providers (childcare centers, schools).
- System adheres to CDC guidelines  Advisory Committee on Immunization Practices schedule for immunizations.
- Over 300 scenario exist in the system for permutations of vaccination requirements



## CYC Data Sharing Project – Meeting Minutes

---

- The system also has business logic to track proper vaccination and ensure that immunizations are not given too soon, too late or inappropriately.
- Basic series required (Polio, MMR, Hepatitis B)  there are also combination vaccines  system is a knowledge support medical system and helps eliminate errors in vaccination by forecasting immunizations due
- If approved  can override an administered dose in the system.
- Certified (Electronically signed) 680 Form (blue card)  official certification form - is required for acceptance and placement in schools, and childcare centers.. Certification functionality is within the SHOTS.
- Certified 680 forms are accessible via SHOTS, include contra-indications for vaccination (which is restricted information), and can be printed by schools as needed (only flagged on DH 680 Form as a contraindication). A non-certified 680 form is not available for read only access.. Access to information regarding contra-indicators requires a high level access user.
- 
- Business process: Physician's office creates certified form (either manually or) via the SHOTS, prints and hands to the parent/guardian. School personal can retrieve forms or verify from the system, however, the schools enter the information into their own system (dual data entry). School systems only indicate doses administered as provided on the DH 680.
- 680 Certification exceptions: TME = Temporary Medical Exemption, PME = Permanent Medical Exemption
- Form 687  Provides a history of vaccinations (generally used in the county health departments).
- Form 1478 - Opt-out by the parent to share the child's information only with the CIP  Current Immunization Provider.
- A small number of individuals have Religious Exemptions from immunizing their child(ren).
- A Certification ID# is assigned. This is a unique identifier; however it is not warehoused in any other database.



## CYC Data Sharing Project – Meeting Minutes

---

- There is an existing marketing initiative to bring physicians on board to use the system
  - not all physicians have access and utilize this system.
- Public/private schools enter the information in their own county system when they can have the ability to access SHOTS to validate immunization.
- Physicians/providers who currently use this system can upload files on a daily basis to update the system. A monthly process also exists.
- Reminder Recall □ Reports are generated for a list of individuals due for immunization.

### Agency Requests

✓ **CBC/DCF Provider** (Pat Smith CIO OurKids) □ serving Miami and Monroe counties □ area of concern - foster children (particularly babies) □

Wants to reengineer their manual business process.

They would like to create a secure and accessible dashboard for providers of the FSFN, Medicaid claims and SHOTS.

Babies who go from emergency to permanent placement □ their record is lost and information is not consistent.

Would like to see one database of this type of information until there is a permanent placement for the child.

They currently do not have access to the SHOTS at this time.

They are in the process of hiring nurse case managers to maintain this type of information.

They are very interested in immunization status. A child death recently occurred due to over immunization. They would like; 1) access to the information and; 2) be alerted when immunizations are due. Evidently the SHOTS has this capability. Susan indicated that they can have access now □ through enrollment desk.

✓ **AWI** (Is immunization up to date, DOB verified?)

Certified 680 Form

Immunization Status

➤ What immunization do they need

➤ Dates immunizations are due

✓ **GAL** (Is there a field somewhere that captures when parents refuse immunization based on religious reasons?)

Users (300) □ Volunteer supervisors, staff advocates that make recommendations to judges regarding dependency



## CYC Data Sharing Project – Meeting Minutes

---

SHOTS (uses)  Is immunization up to date  
(Vital Stats (uses)  origin of birth, DOB)

✓ **DJJ** (Current shot record)

Users (1500 ideal/200 Phase I)  (medical staff) nurses in detention centers and medical facilities, residential facilities and probation officers. DJJ has users in SHOTS now. (Wants Vital Stats too)

✓ **DCF**

Users

❖ Child Welfare Investigators/CBCs (case management) and Mental Health Providers?? (case management) (Ideal 7000) - to assist with continuity of care, knowledge of history, school moves, accuracy of information

❖ Public Assistance (TANF)  certified form 680 (Ideal 3000)  eligibility determination

✓ **APD** - Does not need access.

### Technical Discussion

✓ Cache Platform  Significantly in all DOH systems.

### Possible Barriers

✓ Contraindications  Information restricted to medical and school staff, others cannot see contraindications (to the vaccine)

✓ Certified 680  read only to certain users

**Note:** Both Business/Policy and Technical Sessions were conducted in the morning as per consensus of the group.

**Attendees:** APD: Celeste Sanders AWI: Katherine Dresser DCF: Alicia Chevtaikin, Lori Schultz, Margie France, Pat Smith DJJ: Tracy Shelby, Dave Kallenborn DOH: Chris Smith, Martie Sulak, Susan Lincicon, Beth Ann Posey, Jane Menges, Tom Herring GAL: Johnny White, Kristin Griswold OSCA: Brendie Hawkins FLITCOE: Deborah Kobza EOG: Jennifer Diaz

### Action Items:



## CYC Data Sharing Project – Meeting Minutes

Item	Owner	Due Date	Completed
Compile a (plain language/business friendly) Data Matrix from the SHOTS database for agencies to review and provide their data needs on as well as provide what roles will have access to what data.	Susan Lincicome	3/13/09	
Distribute Data Matrix for agencies to fill in their data needs	Jennifer Diaz	3/16/09	
Complete and return SHOTS data matrix with desired data for their agency	All Agency Lead Policy Coordinators	3/23/09	