



Process Improvement Data Checklist (PIDC)

Implementation of a statewide process improvement performance measurement (PIPM) system must be carried out with consideration of the data-reporting burden on providers. It is **essential** that the state determines ways that existing information technology capabilities can be leveraged to extract data required for a PIPM system **as early in the project as possible**. Variations in individual state systems will require a more detailed assessment of data readiness. However, the Process Improvement Data Checklist (PIDC) uses simple questions to provide an overview of existing data collection capabilities necessary to support a process improvement based performance management system and will help serve as the foundation for future evaluation and discussions.

Current Capabilities

1. Which of the following data elements are available electronically through the state database? (check all that apply)

<input type="checkbox"/> Date of First Contact	<input type="checkbox"/> Agency Location Code ¹
<input type="checkbox"/> Date of Intake	<input type="checkbox"/> Date of the 3 rd Post Admission Unit of Service
<input type="checkbox"/> Date of Clinical Assessment	<input type="checkbox"/> Date of the 4 th Post Admission Unit of Service
<input type="checkbox"/> Client Level of Care	<input type="checkbox"/> Date of Client Discharge
<input type="checkbox"/> Date of Admission	<input type="checkbox"/> Total Number of Days in Treatment
<input type="checkbox"/> Date of the 1 st Post Admission Unit of Service ²	<input type="checkbox"/> Total Units of Service Received
<input type="checkbox"/> Date of the 2 nd Post Admission Unit of Service	<input type="checkbox"/> Treatment Completion ³

2. Does your organization have the capability to report the number of billable units of service during: (check all that apply)
 - The period between admission and discharge but not by each distinct treatment episode
 - Each distinct intensive treatment episode (currently admission to discharge)
 - The follow-up period (in South Carolina, this consists of CM services within one year of discharge--Medicaid)
 - The recovery support phase (may be at the same time as the follow-up period)

¹ A code to determine the agency location where the service was provided

² A Unit of Service is defined as an individual or group clinical encounter

³ Treatment Completion equals Yes, Transfer or Other for all other reasons