

**CCHRI 2009 HEDIS® CCHRI PROJECT TIMELINE
LEVEL I COLLECTOR**

Date	Activity/Deadline
February 2009	Collector Training; two on-sites (one North CA, one South CA, WebEx training)
February 25	Pull Lists received by Collectors
February 25 – March 27	Level I Collectors retrieve medical records/coordinate with copy service for medical record documentation copying and submittal to Health Plans
March 2	Project/Collector status update
March 2	Level I Collectors contact CCHRI copy service with intent to host copy service
March 5	Not Our Patient (NOP) Cover Sheets submittals to health plans
March 5	Submit patient/site level information to CCHRI copy service on CD via FedEx
March 27*	Medical record submissions due
April 17	Completion of CCHRI copy service visits
April 20 COB	CCHRI copy service final medical record collection status posting
April 21	All medical records from CCHRI copy service to health plans
March 30 – April 21	Health plan pursuit interval (for sites not using the CCHRI copy service)
April 22 – mid/end June	Health plans pursue all outstanding and additional medical records from all Level I Collectors
June 30	Deadline to submit reimbursement requests to Health Plans
August 3	Collectors reimbursed by health plans

*Medical record documentation received after this date will not be eligible for reimbursement by health plans

HEALTH PLAN/COLLECTOR COMMUNICATION GUIDELINES

Health plans and providers are encouraged to communicate throughout the data collection process on any problem-solving issues after initial medical record documentation has been submitted by Collector within the Level I Collector interval.