



## **WV Health Information Network Consumer/Employer/Privacy Committee Charter October, 2006**

### **Sponsorship**

The West Virginia Health Information Network (WVHIN).

### **Purpose**

The Consumer/Employer/Privacy Committee is charged with engaging and developing a plan for interacting with consumers and purchasers of health care to address issues related to the adoption of a health information network for the state of West Virginia in accordance with W. Va. §16-29G-1 et seq.

### **Goals and Objectives**

- The committee shall provide awareness, education and out-reach programs for West Virginia consumers and employers so they can become informed stakeholders of the WWHIN.
- Ensure consumers and employers are involved from the start of the governance and advisory structure of the interoperable health information technology environment as appropriate.
- Make recommendations for developing principles to include:
  - the identification of privacy and security concerns;
  - promotion of patient-centered approaches to the use of health information technology (HIT); and,
  - addressing legal barriers and protections.
- The committee will be responsible for advising WVHIN Board on all matters related to consumers, employers and privacy.

### **Membership and Governance**

Committee membership shall be comprised of not less than two WVHIN Board (the "Board") members. One board member shall chair the committee. Committee members shall be subject to annual reconfirmation and may be removed by the Board

at any time. Accordingly, members may be added or core members may rotate on and off the committee, depending on committee activities and other requirements of the Board. Membership on the committee shall be open to West Virginia consumers and employers.

## **Committee Meetings**

The Committee will meet periodically as necessary to act upon any matter within its jurisdiction. A majority of the total number of members of the Committee shall constitute a quorum at all Committee meetings. Committee meetings may be called by the Chairperson or by a designee of the Chairperson. The Committee shall keep regular minutes of its meetings and shall report its actions to the Board on a regular basis. All meetings shall be held subject to and in accordance with the Open Governmental Proceedings Act, W. Va. Code § 6-9A-1 et seq.

## **Compensation for Committee Members**

Each member of this committee is entitled to be reimbursed for actual and necessary expenses incurred for each day or portion thereof engaged in the discharge of official duties in a manner consistent with guidelines of the Travel Management Office of the Department of Administration.

## **Deliverables**

- Survey the West Virginia consumer and employer environment regarding electronic medical records and health information exchange (HIE).
- Develop a media communications strategy to ensure that key stakeholders, employers and the consumers hear and understand the benefits about how health information technology and health information exchange can improve the quality, safety and effectiveness of healthcare
- Develop education and outreach plans with existing health information technology resources in the state, academic organization and public health agencies.
- Establish a clearinghouse to support information sharing and the formation of a learning community.
- Develop recommended principles or standards relating to privacy and confidentiality of personal health information (PHI)