

**WEDI Sub-workgroup
Claims Attachment Charter
Final 3/3/2009**

WG/SWG Topic(s):	Claims Attachment Subworkgroup
WG/SWG Lead(s) (Name, Email, Phone):	Maria Ward mtward13@yahoo.com MaryLynn Bushman Mary.Bushman@empireblue.com Criag Grabon CRAIG.GABRON@bcbssc.net Laurie Burckhardt Laurie.Burckhardt@wpsic.com
Primary List Serv Address	
WG/SWG Scope of Work	
What is in scope? Provide the topic and definition of the topic.	The purpose of this group is to educate the industry on claims attachment, provide possible implementation approaches and to assist with adoption of new rule when it becomes final.
Identify any assumptions	Assumption is the industry can be motivated to adopt claims attachment before it is named in a final rule.
What is out of scope?	Interpreting standards, recommending specific implementation approaches
WG/SWG Purpose	
What is the primary goal?	The primary goal is to provide work products and a forum to support and streamline activities related to implementation and adoption of claims attachment.
What business problem will be minimized or resolved by this workgroup?	If early adopters can be encouraged, business issues related to implementation can be worked out prior to mandate.
Stakeholders	Providers, health plans, clearinghouses, vendors, billing services, consultants, and outsourcers.
Describe the central problem this project will attempt to resolve. What are some of the symptoms of this problem? Are there any corollary problems?	Currently majority of claims attachments are paper based so in order for a provider to submit with a claim with an attachment, it becomes necessary to send both on paper. If provider submits a claim without an attachment, a payer will request the information at a later time which becomes a burden to the provider to pull the information.
Are there other regulatory or contractual obligations that might affect how this project is implemented?	A final rule may affect this group.
Objectives / Measures of Success / Deliverables <i>(template allows for 3 projects for a specific WG/SWG)</i>	
Project #1 Title:	Implementation Issues Whitepaper(s)
What outcomes do you expect to achieve? Will there be a phased in approach?	<ol style="list-style-type: none"> 1. Creating a forum to exchange ideas on a successful claims attachment implementation 2. Encourage early adopters 3. Conduct WEDI seminar(s) addressing findings 4. Creating a white paper where necessary 5. Provide a list of implementation approaches 6. Create a resource directory
What is the ideal outcome?	Encourage early adopters to work out issues & develop sound implementation strategies. Develop a place to help the industry with their implementation when a final rule is published.
What is an acceptable outcome?	The white paper(s) and implementation approaches will provide guidance at a national level for Claims Attachment to use as they address implementation.
How would you define success for this workgroup?	Achieving deliverables requested by the WEDI SNIP Transaction Group

What are the potential business impacts if the solution(s) is not implemented?	Organizations will miss the forums to share challenges and the personal networking this SWG provides.
What are the current deliverables or outcomes that are expected and the completion dates for each deliverable?	<ol style="list-style-type: none"> 1. Schedule 3 audio casts for 2009 2. Whitepaper(s) that will provide information to encourage early adopters 3. Develop a Resource Directory which would be a data base to house all entities who have implemented claims attachments. 4. Development of implementation approaches
How much time or resources need to be committed to complete deliverables?	The work will be done by the sub-workgroup. The time needed will be dependent on the membership and if a final rule is published.
Environmental Factors / Support Needs	
Are there other individuals/entities/work groups that need to provide input?	Input from HL7, X12 7 NCHICA will be necessary.
What tools does the workgroup need to acquire to ensure this project is successful?	Resource directory database to record and track implementers and listserv for communications within the SWG.
Do you need additional administrative support?	Not at this time, however, once the various tasks are identified and task groups set up, additional conference calls may be required. The education and outreach goals will include audio casts and breakout sessions as applicable.
Do you need additional project management support?	No
Do you need additional communication support?	Not at this time.
Additional Comments or Concerns	