

State of Maryland
Department of Health and Mental Hygiene



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Health Services Cost Review Commission

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**Application for Access to the HSCRC Statewide Inpatient and Outpatient
Market Share Research-Level Data Files**

**Technical Papers and Analyses for
Implementation of Market share Policy**

The HSCRC Market Share Research-Level data files usage is restricted to performing **data and policy analyses in order for one to contribute to HSCRC's Market Share policy determinations of the payment work group.** FY2013 and FY 2014 inpatient and outpatient statewide data files are provided to complete the analyses.

The HSCRC Review Board evaluates all request documentation (application, DUA, and support materials) and makes the final decisions on the release of the market share data files within one week of receiving all documentation. In addition, the HSCRC reserves the right to require additional information to determine whether access should be granted to the requesting organization or individual.

The following conditions apply to users of Market Share Research-Level Data Sets:

- 1) compliance with Health General Article Section 4-101 et. seq.;
- 2) compliance with HSCRC Statutory law, Health General Article Section 19-201 et. seq., COMAR 10.37.04 and COMAR 10.37.06;
- 3) the data shall be used only for the purposes specified by the Commission;
- 4) the results of data analyses and reports must be submitted to the Commission prior to public release;
- 5) other restrictions may apply as deemed appropriate

Please submit the items (1-5) of this application on formal letterhead; this is mandatory.

1. Identify the organization of individual requesting data access. Include the following information:

Name and Title of Representative
Name of the Organization
Mailing Address
Telephone and Fax Numbers
E-mail address

2. Specify in detail the purpose of requested data as it relates to Market Share analyses.
3. State in detail the applicant's qualifications to perform proposed studies and analyses. Specify experience using sensitive medical information, HIPAA training, qualification of investigators, and funding source(s).
4. Provide a detailed description of your data security and confidentiality plan as it pertains to the use and storage of the data requested (HIPAA implementation and security system, confidentiality regulations), including the FIPS 140-2 compliant AES 128-bit or equivalent or superior FIPS 140-2 encryption technology.

If a vendor (computer/data) is used, please specify.

5. Provide documentation that your entity/ business unit is a covered entity under HIPAA Regulations, and that it complies with HIPAA Privacy Rules. Please explain in detail.

Send completed letter of application to:

Health Services Cost Review Commission
Attn: Oscar Ibarra
Chief, Program Administration and Information Management
4160 Patterson Avenue
Baltimore, MD 21215
Ph: (410) 764-2566
Fax: (410) 358-6217
Email: oscar.ibarra@maryland.gov

Read and sign the Statistical Data Use Agreement for the Statewide Inpatient and Outpatient, Research-Level Data Sets, and this can be found at:

<http://www.hsrc.maryland.gov/hsrc-modernization-white-papers.cfm#wpdua>