

Washington State Office of the Insurance Commissioner
K-12 School District Data Collection Project
Exhibit A21b
Traceability Matrix for Districts

ESSB 5940 Section 4	HCA Exhibit D	CR 103	Language from Legislation	Data Source	Data Table	Data Type	Reporting Period	Feedback provided by HCA (SOW #1) and K-12 Carriers (SOW #2)	Additional Data Call Explanation and Instructions	Number of values	DC Section
A	B		C	D	E	F	G	H	K	L	M
2.c.iii	12		Number of eligible dependents	Districts	SD_Emp, SD_EmpDep	Numeric	Snapshot	Asking for eligible dependents but data cannot be verified		per dependent	7, 8
2.c.iii	13		The amount of the district's contribution to premium	Districts	SD_Emp	Currency	Snapshot	Retiree remittance and premiums but not included		per employee	7
2.c.iii	14		Additional premium costs paid by employee through payroll deductions	Districts	SD_Emp	Currency	Snapshot	Request annual aggregated amount of employee contributions expended for employee health benefits		per employee	7
2.c.iii	15		The age and sex of the employee	Districts	SD_Emp	Mixed	Snapshot	Requested data		per employee	7
2.c.iii	16		The age and sex of each dependent	Districts	SD_Emp, SD_EmpDep	Mixed	Snapshot	Information not readily available; districts must survey employees to collect the information		per dependent	7, 8
	From HCA memo		Total number of employees by certificated / classified status,	Districts	SD_Emp	Numeric	Snapshot			summarized	
	From HCA memo		Employee enrollment by coverage tier	Districts	SD_Emp	Numeric	Snapshot	Computed from district census		summarized	
2.c.iv.A	17		Summary of the benefit packages offered to each group of district employees, including covered benefits (etc)	Districts	SD_CarrierPlan, SD_Group, SD_GroupPlan	Narrative	Snapshot	Cost-sharing provisions and plan summaries requested with the carrier data call		by group / plan	3, 4, 5, 6
2.c.iv.A	20		Number of employees and dependents in each benefit package	Districts	SD_Emp, SD_EmpDep	Numeric	Snapshot			by plan	7, 8
2.c.iv.B	22		Aggregated dependent demographic information, including age band and gender, by insurance tier and benefit package	Districts	SD_Emp, SD_EmpDep	Mixed	Snapshot	District census is captured, but demographic reporting will use carrier files		by dependent	7, 8
Subsection (3)	36		Annually school districts and their benefit providers shall jointly report to the OIC on their health insurance related efforts and achievements to:					Instructions include a uniform checklist of efforts and achievements			
3(a)	36		Significantly reduce administrative costs for school districts	Districts	SD_Year	Narrative	Calendar	Requested data		1	1
3(b)	37		Improve customer service	Districts	SD_Year	Narrative	Calendar	Requested data		1	1
3(c)	38		Reduce differential plan premiums rates between employee only and family health benefit coverage	Districts	SD_Year	Narrative	Calendar	Districts responsibility to establish single and family contributions		1	1
3(d)	39		Protect access to coverage for part-time K-12 employees	Districts	SD_Year	Narrative	Calendar	Employer contribution for part-time employees based on pro-ratio schedule by district or local bargaining unit as applicable.		1	1

Washington State Office of the Insurance Commissioner
K-12 School District Data Collection Project
Exhibit A21b
Traceability Matrix for Districts

ESSB 5940 Section 4	HCA Exhibit D	CR 103	Language from Legislation	Data Source	Data Table	Data Type	Reporting Period	Feedback provided by HCA (SOW #1) and 12 Carriers (SOW #2)	Additional Data Call Explanation and Instructions	Number of values	DC Section
A	B		C	D	E	F	G	H	K	L	M
Subsection (2)			School districts and their benefit providers shall annually submit, by a date determined by the office of the insurance commissioner, the following information and data for the prior calendar year								
2.a	1		Progress by the district and its benefit providers toward greater affordability for full family coverage, health care cost savings, and significantly reduced administrative costs	Districts	SD_Year	Narrative	Calendar	The narrative applies to progress over the year	Describe district progress towards greater affordability for full family coverage	1	1
2.b	2		Compliance with requirement to provide a high deductible health plan option with a health savings account	Districts	SD_Year	Text	Calendar	Confirm districts are offering these plans to employees		1	1
2.c.i			An overall plan summary including the following: The financial plan structure and overall performance of each health plan, including:								
2.c.i.A	3		Total premium expenses	Districts	SD_Year	Currency	SD Year		Total premiums are the total dollars the district pays to the respective insurance companies for all health plans	1	1
		26	Description of "carve-out" supplemental services purchased separately from carriers (cost not built into premiums)	Districts	SD_Year	Narrative	Calendar		Supplemental services a district pays to carriers outside the health plan	1	1
		25	Total payments (i.e. fees) for supplemental services (disease management, wellness program, etc.) paid to carriers or other third parties	Districts	SD_Year, SD_Entity	Currency	SD Year		Total district payments to carriers for "carve-out" services not included in the health plans	1	1, 3
2.c.i.D	6		Plan administration expenses including compensation paid to brokers	Districts	SD_Year, SD_Entity	Currency	SD Year		Costs for the district to administer their health benefit plans, not including fees paid to third parties outside the health plan	1	1, 3
	From HCA memo		Description of district allocation of internal administration expenses (staff cost allocated to employee benefits);	Districts	SD_Year	Narrative	SD Year	Description of how district has computed expense which may vary by district		1	1
2.c.ii	7		A description of the plan's use of innovative health plan features designed to reduce health benefit premium growth and reduce utilization of unnecessary services including but not limited to the use of enrollee health assessments or health coach services, care management for high cost or high-risk enrollees, medical or health home payment mechanisms, and plan features designed to create incentives for improved personal health behaviors	Districts	SD_Innov	Check list	Calendar		Report innovative features that districts utilize to impact health care costs; make selection from check-list provided with data call	list	1, 2
2.c.iii			Data to provide an understanding of the employee health benefit plan coverage and costs, including:								
2.c.iii	8		The total number of employees, and, for each employee:	Districts	SD_Emp	Numeric	Snapshot	Marital status — no specific requirement		per employee	7
2.c.iii	9		The employee's full-time equivalent status	Districts	SD_Emp	Numeric	Snapshot	FTE Between 0 and 1.00		per employee	7
2.c.iii	10		Types of coverage or benefits received	Districts	SD_Emp	Narrative	Snapshot	Dental/vision plans not included		per employee	7
2.c.iii	11		Numbers of covered dependents	Districts	SD_Emp, SD_EmpDep	Numeric	Snapshot			per dependent	7, 8