

Appendix H

Sample Population Health Report

Below is an example of a Population Health Report Template that the Department of Human Services (DHS) will provide to Integrated Health Partnerships (IHPs) for purposes of reporting on their Equity Intervention (for Track 1 and Track 2 participants) and Accountable Care Partnership (for Track 2 participants only).

Population Health Report – Integrated Health Partnerships Contract

Name of IHP

Click here to enter text.

Contact for Population Health Report

Name:

Click here to enter text.

Contract Year: 2024

Email & Phone:

Click here to enter text.

Instructions

- Please complete this report for your population and submit to the IHP Admin email at IHP.Admin.DHS@state.mn.us no later than **February 15th following the close of the performance period**. When submitting, please cc' the appropriate contact from your community-based partners in this intervention.
- **This report covers January 2024 to December 2024.** All reports cover a 12-month period which aligns with the calendar year. For performance period 1, the report spans January 2024 to December 2024 with this report due by February 15, 2025.
- For Track 2 IHPs utilizing this report for Accountable Care Partnerships (ACPs), please submit one report for each of the ACPs in place for a non-reciprocal risk arrangement.
- Please complete one set of questions for each of the interventions in your contract, providing as much detail as possible. Supporting documents such as example patient survey or newly developed tools are helpful to include with your submission so we have a complete picture of the work you are doing. **These population health reports are our mechanism for learning from you about the progress of the intervention and without sufficient detail we cannot fully assess that progress. When thinking about the type of information to include in the population health report, you should err on the side of including more detail rather than less.**
- **In the “Health Equity Measures” section, the notes field should be used to provide additional insights on any changes across years, as well as any nuances or additional context for the current year data.** We know IHPs are tracking these trends and this report should identify how you are assessing those changes across years.

- For all IHPs, submission of the Population Health report will fulfill requirement for submission under the Population Health Report in Section 4, and Section 8.1.1. of the contract.
- An excerpt from your contract can be found in the final section. Please click [here](#) to be taken directly to that page.
- The provided information will be evaluated and scored using the template below. IHPs will receive a completed scorecard and any follow up comments or questions using the format outlined in Figure 1 below. Any questions included with the scorecard can be addressed in the population health report for the next performance period unless otherwise indicated. However, we welcome IHPs to reach out to discuss the feedback in more detail, if that would be helpful.

2022 Performance Period

Feedback and Questions

[Based on review of the submitted report.]

Score = [Based on points awarded below.]

	2 points	1 point	0 points
Reporting on measures	Most to all measures reported	Some measures reported	Minimal to no measures reported
Narrative/answers to questions	Complete and understandable	Incomplete and/or difficult to follow	Incomplete and difficult to understand and/or insufficient explanation given
Progress toward goals/subjective assessment	Showing progress toward goals, understandable, complete info present	Difficult to assess progress towards goals, needs improvement, missing key pieces of info	Limited or no progress toward goals, report and intervention needs improvement, limited info given
Responsive to communication, format	Willing and able to discuss intervention with thorough explanations given and/or report in correct format	Delays in responding to communication and/or incorrect format and/or incomplete report	Limited communication around intervention or report, incomplete report and incorrect format

The numerical score is reached by the average of the column scores.

Figure 1. Example Population Health Report Scorecard

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Health Equity Measure

Please refer to Section 17.4.2 of your contract.

If you are not able to provide details for a particular measure, please note the reason and the anticipated timeline for inclusion. Also, the notes section should be used to provide additional insights on any changes across years or any nuances or additional context for the current year data.

	Measure Name	Performance Period 1	Performance Period 2	Performance Period 3
		January – December 2024	January – December 2025	January – December 2026
Structural Measures				
1				
	Notes:			
2				
	Notes:			
3				
	Notes:			
4				
	Notes:			
Process and Outcome Measures				
5				
	Notes:			
6				
	Notes:			
7				
	Notes:			
8				
	Notes:			
9				
	Notes:			
10				
	Notes:			
11				
	Notes:			

Data source: For each measure above, please describe the source of data as well as methods of data collection, including any health information technology or other tools used.

Measure #	Source of Data
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	

Template

Description of Population Health Effort

Please see [attached excerpt](#) from the IHP contract when answering these questions. Provided responses will be used to inform contract negotiations and propose changes for the next IHP contract year. **These population health reports are our mechanism for learning from you about the progress of the intervention and without sufficient detail we cannot fully assess that progress. When thinking about the type of information to include in the population health report, you should err on the side of including more detail rather than less.**

1. **Target Population:** *Have there been any changes to the target population since the beginning of the demonstration?*

2. **Explanation of the issue this intervention is designed to fix:** *Please assess whether the problem described above should remain the main focus of the intervention.*

3. **Proposed solution to the issue:** *After the conclusion of the first 9 months, do you anticipate any changes to the goals (see question 2 above) of this intervention or not. Are the described goals still relevant?*

4. **Intervention:**
 - a. *Were you able to successfully implement each of the steps described in the intervention? Please provide a short description of your work to date.*
 - b. *Please describe any barriers or challenges you experienced in implementing your intervention and how you have addressed those barriers or challenges.*
 - c. *Please describe up to three top successes, accomplishments, or stories that resulted from these interventions.*
 - d. *Please describe any lessons learned based on your experience to date with the intervention.*
 - e. *Please provide your own assessment of the overall impact of the intervention. Based on your experience to date, how would you assess its impact on the targeted population?*

5. **Advice for Other IHPs (optional):** *Please note, the response to question '5a' below will be shared with all IHPs in a summary document to help IHPs better understand the challenges, learnings, and successes of their fellow IHPs' interventions; this summary document will not be posted on the DHS website. If you have questions about this addition to the population health report, please contact us. This new section is based on feedback from IHPs that it would be helpful to better understand what other IHPs are experiencing with their equity interventions. We*

*encourage you to share, regardless of the stage of implementation. **The completion of this question will not impact your score in any way and is optional.***

- a. *What advice would you give to other IHPs implementing a similar intervention? Are there lessons, successes, etc., that you would like to share with other IHPs who might be considering or undertaking similar work? Are there things you've learned that you wish you'd known from the start of your efforts? Feel free to summarize your responses above or include information you shared in previous years' Population Health Report submissions.*

 - b. *Is this description of your IHP intervention accurate? [This description will be sent along with your response to question '5a' in the summary document for IHPs. We will also leverage this description of your intervention for the Health Equity Interventions Summary document [posted on our website](#), but you will have another opportunity to review the text before that document is updated (anticipated in Summer 2025).]*
6. *How could DHS further support your IHP's work on this intervention, if possible?*

Partnerships

Please complete one set of questions for each of the community partners involved in the intervention.
Please include as much detail as possible to give us a complete picture of the partnership.

1. **Names of Community Based Partner involved in intervention:** *Contact information and title of person at this organization that you are working with to facilitate this partnership:*

2. **Please describe how the IHP is promoting sustainability of the community-based partners involved.** *Please use numbers to quantify where possible (financial, in-kind resources, data, infrastructure, etc.)*

3. **Please describe the process you have in place with the community-based partner to generate feedback.** *Feel free to add attachments, documents, or agreements to substantiate the description.*

4. What next steps, if any, do you plan to take to continue improve and augment this partnership?

Template

Excerpt from the IHP Contract - Equity Measure

This information is copied directly from Section 17.4 of your contract.

Template