



**NATIONAL
QUALITY FORUM**

Driving measurable health
improvements together

<https://www.qualityforum.org>

Consensus Standards Approval Committee (CSAC)

Orientation for New Committee Members

November 8, 2022

Funded by the Centers for Medicare & Medicaid Services under contract HHMS-500-2017-000060I TO# HHMS-500-T0001

Housekeeping Reminders

- This is a Zoom meeting with audio and video capabilities.
- Please mute your computer when not speaking.
- The system will allow you to mute/unmute yourself and turn your video on/off throughout the event.
- We encourage you to keep the video on throughout the event.
- We encourage you to use the following features:
 - ▣ Chat box: to message NQF staff or the group
 - ▣ Raise hand: to be called upon to speak
- We will conduct roll call once the meeting begins.

If you are experiencing technical issues, please contact the NQF project team at CSAC@qualityforum.org

Welcome!

Agenda

- Roll Call and Introductions
- Overview of the Consensus Development Process (CDP)
- CSAC Roles and Responsibilities
- CSAC Endorsement Decision Making Process
- Next Steps
- Adjourn

NQF CSAC Team

- Elizabeth Drye, MD, SM, Chief Scientific Officer
- Tricia Elliott, DHA, MBA, CPHQ, FNAHQ, Senior Managing Director
- Matthew Pickering, PharmD, Senior Director
- Mike DiVecchia, MBA, PMP, Director
- Beth Flashner, MHA, Manager
- Mary McCutcheon, MPP, Analyst
- Kim Patterson, Executive Assistant

Roll Call and Introductions – CSAC Members

New CSAC Members

- Elizabeth (Lisa) Alber, MD
- Ramsey Abdallah, MBA, CPHQ, PMP
- Karen Johnson, PhD
- Gerri Lamb, PhD, RN, FAAN
- R. Sean Morrison, MD
- Adam Thompson, BA

Current CSAC Members (Bios)

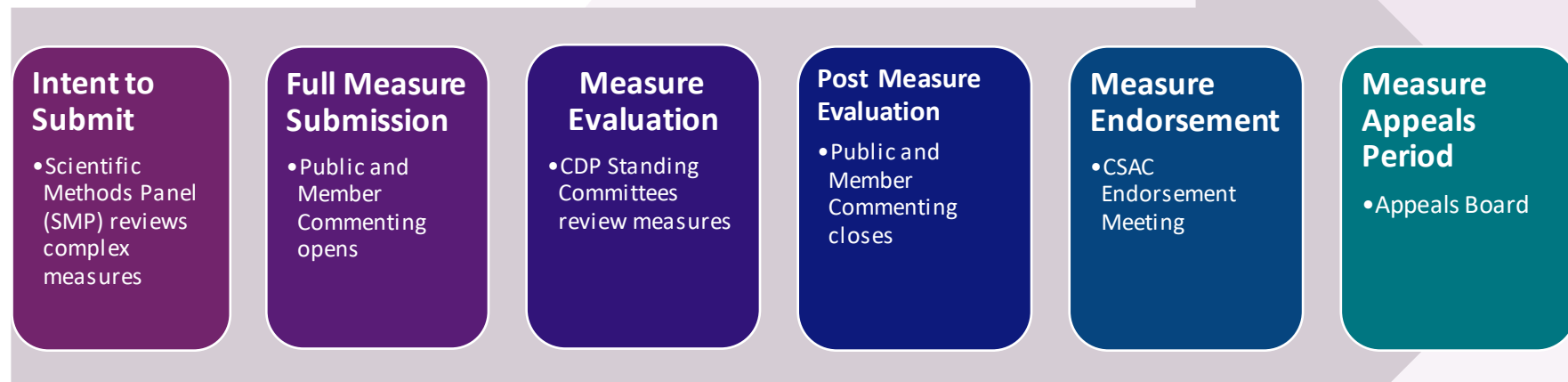
- Missy Danforth (*Chair*)
- John Bulger, DO, MBA (*Vice-Chair*)
- Dan Culica, MD, MA, PhD
- Dana Cyra, MA, CPHQ
- Kevin Kavanagh, MD, MS, FACS
- Rebecca Kirch, JD
- Kelly Nedrow JD
- Laura Pennington
- Edward Septimus, MD
- Jeffrey Susman, MD

Overview of the Consensus Development Process (CDP)

Consensus Development Process

- Multistakeholder participation is foundational to NQF
- NQF has been endorsing measures since 2001
 - ▣ NQF-endorsed measures are considered gold standards for healthcare quality
 - ▣ NQF awarded contract by the Department of Health and Human Services as the “consensus-based entity” designated in federal statute for endorsement activities
 - ▣ All 400+ NQF-endorsed measures are included in [Quality Positioning System \(QPS\)](#)
 - ▣ Endorsement via the CDP
- Consensus depends on participation and feedback from volunteers, NQF members, and other quality measurement stakeholders
- Over the years, the CDP has been revised to streamline the process and encourage more feedback from members and stakeholders

NQF Consensus Development Process



CSAC Conducts Endorsement Proceedings Twice per Year:

- **Fall cycle:** June or July
- **Spring cycle:** November or December

14 Measure Review Topical Areas

- All Cause Admission/Readmissions
- Behavioral Health and Substance Use
- Cancer
- Cardiovascular
- Cost and Efficiency
- Geriatric and Palliative Care
- Neurology
- Patient Experience and Function
- Patient Safety
- Perinatal and Women's Health
- Prevention and Population Health
- Primary Care and Chronic Illness
- Renal
- Surgery

Intent To Submit (ITS)

- NQF requires developers to complete an ***Intent to Submit (ITS)*** at least **three months** prior to the designated cycle's measure submission deadline
- Information required at ITS includes measure specifications and scientific acceptability, including testing of reliability and validity
- Following ITS submission, NQF staff:
 - ▣ Determine complex measures and assign them to the SMP
 - ▣ Review measure submission information and request updates, as needed, from developers to ensure that all required ITS information is provided
 - ▣ Determine the appropriate Standing Committee assignment, based on measure focus and measure load

Complex Measure Evaluation by the SMP

- Complex measures include composite, instrument-based (including patient-report outcome performance measures [PRO-PMs]), cost/resource, efficiency, and outcome (including some intermediate clinical outcome) measures
- Complex measures are reviewed by the SMP when:
 - ▣ Newly submitted
 - ▣ Maintenance measures with updated testing
 - ▣ NQF staff requests for SMP review (e.g., expert opinion needed to support review of testing, review of unfamiliar methodology)
- The SMP will provide evaluations and ratings of **reliability** and **validity** to the Standing Committees
 - ▣ Measures that did not get a "pass" for either reliability and validity during preliminary analyses are discussed at the SMP evaluation meetings, and are re-voted

Initial Public and Member Commenting Period

- After the full measure submission deadline, measures will enter a continuous commenting period, giving NQF members and members of the public the opportunity to provide their feedback and expressions of support (for members) on measures being reviewed
 - ▣ Any comments received in the first 30 days of the continuous commenting period will be included in the preliminary analysis of the measure and will be discussed and adjudicated during the measure evaluation meeting

Standing Committee Measure Evaluation

Measures will be reviewed against each of NQF's endorsement criteria:

- **Importance to measure and report:** Goal is to measure those aspects with greatest potential of driving improvements; if not important, the other criteria are less meaningful (**must-pass**)
- **Reliability and Validity-scientific acceptability of measure properties:** Goal is to make valid conclusions about quality; if not reliable and valid, there is risk of improper interpretation (**must-pass**)
- **Feasibility:** Goal is to, ideally, cause as little burden as possible; if not feasible, consider alternative approaches
- **Usability and Use:** Goal is to use for decisions related to accountability and improvement; if not useful, probably do not care if feasible (**must-pass** for maintenance measures)
- **Comparison to related or competing measures**

Achieving Consensus

- Developers are encouraged to attend the Standing Committee measure evaluation meetings (including post-comment) and can participate by providing an overview of the measure and answer direct questions from the Standing Committee

Vote	Outcome
Greater than 60% yes	Pass/Recommended
40% - 60% yes	Consensus Not Reached (CNR)
<40% yes	Does Not Pass/Not Recommended

- During the measure evaluation meetings, the Standing Committee votes on each criterion individually:
 - ▣ Votes above 60% result in the criterion passing
 - ▣ Votes between and including 40 - 60% are CNR
 - If a measure has a CNR vote, the Committee will vote on remaining criteria, but will not vote on “overall suitability for endorsement”
 - CNR votes are resolved by a revote on the respective criterion during post-comment meetings. The criterion must receive a vote of greater than 60%. If the CNR criterion passes, the Committee will vote on “overall suitability for endorsement”
 - ▣ Votes below 40% for a must pass criterion, do not pass
 - If the measure does not pass a must pass criterion, the Committee does not vote on any remaining criteria and the measure is not recommended for endorsement

Second Public and Member Commenting Period

- After the Standing Committee measure evaluation meeting, NQF staff will draft a report detailing the measure evaluation and the Committee discussion. The report is posted for a 30-day public and member commenting period.
- Comments are triaged:
 - ▣ Developers respond to comments related to specifications or testing. They may also respond to questions about issues the Committee did not discuss
 - ▣ NQF staff respond to comments related to the measure evaluation process or NQF policy
 - ▣ The Committee responds to comments related to why the Committee decided something or voted a certain way
- NQF staff compile the comments and responses into a post-comment memo for the post-comment meeting.

Post-Comment Meeting

- The Standing Committee will re-convene to consider the comments received and NQF-member expressions of support/non-support, and adjust any recommendations as needed
- The Committee discusses any measures where consensus was not reached (CNR) and re-votes
- The Committee addresses any Committee business not addressed during the Measure Evaluation Meeting, such as related and competing measures
- Developers are encouraged to be present for the discussion and to be available to answer any questions from the Committee
- If no comments are received or if all comments are in support of the Standing Committee's recommendation and there is no Committee business to discuss, this meeting will be cancelled

Measure Endorsement

- Consensus Standards Approval Committee (CSAC) reviews and renders endorsement decision of measures following Standing Committee post-comment meeting
 - ▣ Reviews across the portfolios for consistent application of the criteria
 - ▣ Either upholds Committee decision or delays its decision and returns to Standing Committee for reconsideration* if there are concerns with any of the rationale/criteria below:
 - Strategic importance of the measure
 - Cross-cutting issues concerning measure properties
 - Consensus development process concerns
- Developers are invited to attend the CSAC meeting and be available to answer any questions that the CSAC may have

*Measures undergoing maintenance review will retain endorsement as they are sent back to the Standing Committee for reconsideration

Appeals

- The Appeals period is 30 calendar days and begins a few days after the CSAC meeting
- Any party may request an appeal of a CSAC decision to endorse or not endorse a measure, except in the case where a Standing Committee does not recommend a measure for endorsement and the CSAC concurs
- Endorsement decisions may only be appealed on the following grounds:
 - ▣ Procedural errors reasonably likely to affect the outcome of the original endorsement decision
 - ▣ New information or evidence, unavailable at the time the CSAC made its endorsement decision, that is reasonably likely to affect the outcome of the original endorsement decision
- The Appeals Board consists of individuals with experience and familiarity with NQF's CDP. These individuals may include former members of the NQF Board, CSAC, and/or NQF Standing Committees.
 - ▣ The Appeals Board may uphold the CSAC endorsement decision, overturn the CSAC endorsement decision, or dismiss the appeal

CSAC –Roles and Responsibilities

NQF Measure Evaluation Group Roles and Responsibilities

SMP	Standing Committees	CSAC	Appeals Board
<ul style="list-style-type: none"> • Evaluates scientific acceptability (reliability and validity) of complex measures using NQF evaluation criteria • Informs CDP decisions but SMP does not make endorsement recommendations or decisions • Advises NQF on scientific methods including testing, risk adjustment, and measure design 	<ul style="list-style-type: none"> • Evaluates candidate measures against NQF evaluation criteria and provides endorsement recommendations • Considers public comments in their decision-making process • Co-chairs represent their respective Committees during CSAC meetings • Responds to direction of CSAC • Oversees measure portfolios 	<ul style="list-style-type: none"> • Makes endorsement decisions about candidate measures that have been reviewed by NQF Standing Committees, following public and NQF member comment periods • Serves in an advisory capacity to the NQF Board of Directors and NQF management on ongoing enhancements to the CDP and emerging issues in performance measurement 	<ul style="list-style-type: none"> • Adjudicates appeals on measures endorsed by CSAC • Determines if the appellant proves that either new evidence or CDP process issues occurred that would likely change the endorsement decision • Appeals Board members must have significant CDP experience

Role of the CSAC Chair and Vice-Chair

- Co-facilitate CSAC meeting discussions with NQF staff
- Assist NQF in anticipating questions/discussion topics and identifying additional information that may be useful to the CSAC
- Contribute to development and revision of meeting materials
- Identify strategic topics for CSAC consideration
- During meetings, keep the Committee on track to achieve the meeting objectives without hindering critical discussion/input
- Encourage multistakeholder viewpoints
- Participate as a CSAC member

Responsibilities of CSAC Members Related to Measure Endorsement

- Meeting attendance
 - ▣ Must notify NQF staff in advance of meeting if unable to attend
- Quorum requirements
 - ▣ 66% of non-recused CSAC members must be present to hold the meeting
 - ▣ 100% of non-recused CSAC members must be present to vote during (80% during Public Health Emergencies)
 - ▣ Votes are requested via an offline survey if quorum is not reached or lost during the meeting
 - ▣ Materials (i.e., transcripts or video) will be sent with the survey to help inform votes
- Evaluate measures being considered for endorsement
 - ▣ Conduct an offline review of consent calendar measures several weeks prior to the meeting
- Disclosures of Interest
 - ▣ Annual disclosure of interest form (required every 12 months)
 - ▣ Measure-specific disclosure of interest forms are completed for each measure review cycle

Role of NQF Staff

- Facilitate CSAC meetings, ensuring that goals are met
- Organize and staff CSAC meetings
- Guide the CSAC through the CDP and advise on NQF policy and procedures; ensure NQF evaluation criteria are appropriately applied, and the process is followed
- Prepare materials for Committee review
- Ensure and facilitate communication among all project participants (CSAC members, Standing Committee members, measure developers, etc.)
- Assist measure developers in understanding NQF criteria and process
- Facilitate collaboration between different NQF projects

CSAC Measure Evaluation Process

Consent Calendar

CSAC Procedures: *Implementation of Consent Calendar Process*

- In the fall 2021 cycle, the CSAC implemented a consent calendar process to streamline the CSAC review of measures under endorsement consideration. The process worked well and will be used for the Spring 2022 cycle.
- The consent calendar includes only measures that were recommended for endorsement by respective Standing Committees and that meet all key considerations criteria.
- Non-consent calendar measures will be discussed and voted on separately by CSAC, as these measures did not meet one or more of the consent calendar criteria.
- The consent calendar process allows the CSAC to focus on key concerns and issues with respect to the measures under endorsement review and/or the CDP.



CSAC Procedures: *Consent Calendar Criteria*

Measures not discussed must *meet all of* the following key considerations criteria:

1. Received 80 percent or greater passing votes for overall suitability for endorsement.
2. No process concern(s) identified that may have affected the endorsement decision of a measure.
3. No reconsideration request was received for either the Standing Committee's or the CSAC's adjudication.
4. The Standing Committee accepted the Scientific Methods Panel's (SMP) ratings (i.e., did not overturn the SMP's decision), if applicable.
5. No new information received through public comment that was not available or discussed during the Standing Committee's measure evaluation meeting, which is conflicting to the Standing Committee's recommendation(s).
6. The measure was not pulled for discussion by a CSAC member.
7. No additional concerns identified that require CSAC discussion (*Note: These concerns should reside within the purview of the CSAC, based on the CSAC decision making rationale*).

CSAC Procedures: *Consent Calendar Review*

Prior to the CSAC meeting:

- Prior to the CSAC meeting NQF staff sends the meeting materials to the CSAC for review and consideration of the consent calendar
- The CSAC may submit a request to pull a measure from the consent calendar, along with ***clear and compelling rationale*** that is based on the key considerations criteria
 - ▣ The request is submitted to NQF staff and to the CSAC Chair and Vice Chair
 - ▣ If a measure is pulled for discussion, NQF staff will notify the measure developer/steward and the respective Standing Committee co-chairs
 - ▣ The CSAC member that requested to pull the measure will serve as the lead discussant of the measure during the CSAC meeting
- If a measure is pulled for discussion, along with sufficient rationale (i.e., based on key consideration criteria), NQF staff will update the meeting materials to reflect any changes and resend the materials to the CSAC prior to the CSAC meeting

CSAC Procedures: *Consent Calendar Review (cont'd)*

During the CSAC meeting:

- For the measure evaluation discussions, NQF project staff will first provide an overview of the measures within the consent calendar, noting any measures that were pulled for discussion prior to the meeting
- For the measures that remained on the consent calendar (i.e., were not pulled by the CSAC in advance of the meeting), the Standing Committee endorsement recommendations are upheld by the CSAC for these measures, and they will not be discussed during the CSAC meeting
- The CSAC Chair or Vice Chair then open the floor public comment related to the measures on the consent calendar

CSAC Measure Evaluation Process

Non-Consent Calendar

CSAC Voting Procedures:

Non-Consent Calendar Measures

During the CSAC meeting:

- CSAC reviews and votes measures that require discussion, as they do not meet all of the key considerations criteria
 - The respective NQF team and Standing Committee co-chairs present the Standing Committee deliberations and recommendations for each measure.
 - Assigned CSAC members serve as lead discussants and provide an overview of the CDP process for the measure.
 - The CSAC has an opportunity to ask clarifying questions and discuss the issues
 - The public is invited to provide comments opportunity
- CSAC members then vote on acceptance of the Standing Committee's recommendation(s)
 - Accept the Standing Committee's recommendation (i.e., to endorse or not endorse)
 - Do not accept the Standing Committee's recommendation and return the measure back to the committee for reconsideration

CSAC Checklist

Key Consideration Criteria	Yes/No	Notes
1. Received less than 80 percent passing votes for overall suitability for endorsement.	*	*
2. Were there any process concerns raised during the CDP project? If so, briefly explain.	*	*
3. Did the Standing Committee or CSAC receive a request for reconsideration? If so, briefly explain.	*	*
4. Did the Standing Committee overturn any of the Scientific Methods Panel's ratings of Scientific Acceptability? If so, state the measure and why the measure was overturned.	*	*
5. Was there any new information received through public comment that was not available or discussed during the Standing Committee's measure evaluation meeting, which is conflicting to the Standing Committee's recommendation(s)? If so, note the measure and briefly explain.	*	*
6. Were any measures pulled for discussion by a CSAC member? If so, briefly explain the rationale.	*	*
7. Are there additional concerns that require CSAC discussion? If so, briefly explain.	*	*

* Indicates cell left intentionally blank

Additional Considerations

Consensus Not Reached (CNR)

- Occurs when a Standing Committee votes between 40 and 60 percent on a must pass criterion during the measure evaluation meeting
- CNR is resolved through a revote on the relevant criteria during the post comment meeting. During the revote, the Committee either passes or does not pass the measure on the respective criterion
- If the Committee passes the measure on the criterion, the Committee moves to a vote on overall suitability for endorsement
- CNR is not part of the consent calendar criteria, as the process allows for the public, including the measure developer, to provide additional information on the measure, before the Standing Committee reaches a final consensus decision

Measure Returned to the Standing Committee

- After a thorough discussion, the CSAC votes to uphold the Standing Committee's endorsement decision or send a measure back to a Standing Committee for reconsideration due to concerns with any or all the decision-making criteria
- CSAC Chairs will summarize the rationale for this decision and the issues to be addressed
- NQF staff inform measure developers and CDP team(s) of the decision and next steps
- The measure is reviewed again by the Standing Committee in the next cycle, focusing on items identified by the CSAC
- The Standing Committee will discuss and re-vote on the respective criteria, and in some cases, the overall endorsement recommendation
- The measure continues through the remaining CDP steps as usual

Reconsideration Requests

- Reconsideration requests can only be filed for measures that are not recommended for endorsement by the Standing Committee
- Reconsideration requests can be submitted to the Standing Committee during the public comment period after the Committee measure evaluation meeting for consideration by the Committee during the post comment call.
- Reconsideration requests can be submitted to the CSAC for measures up to 14 days before the CSAC meeting.

CSAC Reconsideration Process

When CSAC receives a reconsideration request for a measure:

- Staff prepare a summary of the reconsideration request, including the issues raised from the Standing Committee's evaluation of the measure
- The request is first considered by the CSAC Chair and Vice Chair who can
 - ▣ Uphold the Standing Committee final recommendation if the process was followed
 - ▣ Ask for input from the CSAC, particularly if co-chairs think there is merit to the assertion of not following the CDP
 - ▣ Request additional expert input
 - ▣ Determine that a breach in the CDP occurred that may have adversely affected the outcome of the specific measure.
 - Then entire CSAC will evaluate the circumstances and determine a course of action on a case-by-case basis

Questions?

Next Steps

CSAC Buddy Program

- Started in 2021, the CSAC Buddy Program is an optional and works by pairing new CSAC members with current CSAC members:
 - ▣ Staff match CSAC members and send email introductions
 - ▣ Buddies decide how they will communicate with each other
 - ▣ Your buddy is a go to person to ask questions about CSAC processes from a peer perspective
 - ▣ Provides an opportunity to build professional relationships with your peers as CSAC shifted to virtual operations in recent years
- Within the next few days staff will follow-up by email to ask who wants to participate
- Please note that NQF staff are always available to answer your questions

2022 CSAC Meetings and Activities

- November 10, 2022 – Strategic Meeting
- Spring 2022 Measure Review Cycle:
 - ▣ November 10 – November 21 – Offline review of consent calendar
 - ▣ December 9, 2022 – Spring 2022 Cycle Measure Endorsement Meeting – Day 1
 - ▣ December 12, 2022 – Spring 2022 Cycle Measure Endorsement Meeting – Day 2

Project Contact Information

- Email: CSAC@qualityforum.org
- NQF Phone Number: 202-783-1300
- Project Webpage:
[https://www.qualityforum.org/About NQF/CSAC/Consensus Standards Approval Committee.aspx](https://www.qualityforum.org/About_NQF/CSAC/Consensus_Standards_Approval_Committee.aspx)

THANK YOU.

NATIONAL QUALITY FORUM

<https://www.qualityforum.org>