



# Monthly Upload: PHI Scrubber



# PHI Scrubber Overview

- Allows sites to remove staff and patient identifiers before transferring data to the MPOG Central database
- Must be executed before each transfer
- Any case that is not PHI Scrubbed, will not be transferred to MPOG Central
  - Fields that are NOT PHI Scrubbed and are NOT transferred to MPOG Central
    - AIMS\_first\_name,
    - AIMS\_last\_name,
    - AIMS\_middle\_name,
    - AIMS\_reg\_num,
    - AIMS\_dob,
    - AIMS\_ssn,
    - AIMS\_Address\_Street\_1,
    - AIMS\_Address\_Street\_2,
    - AIMS\_Address\_City,
    - AIMS\_Address\_State\_Province,
    - AIMS\_Address\_Postal\_Code,
    - AIMS\_Phone\_Number,
    - AIMS\_Medicaid\_Identifier

# PHI Scrubber Dictionary

- Several dictionaries have been preloaded into the application including a list of the most common first and last names from the US Census Bureau and the Snomed dictionary to identify healthcare terminology that should remain with the transfer.
- The site technical team must load the local institution-specific provider names and identifier dictionary to allow scrubbing of staff identifiers.
- It is important to note that though the PHI Scrubber will remove as many identifiers as it detects, there will always be a minimal (non-zero) risk of identifiers transferring via free text notes.

# Accessing the PHI Scrubber



# PHI Scrubbing Options

- Three options for selecting a 'Case Set' to be scrubbed
  - **PHI scrub all cases (Including previous cases already PHI scrubbed):** Allows users to scrub all cases including those that have been scrubbed in the past.
  - **Cases Waiting for PHI scrub:** Allows users to scrub only those cases marked as needing to be scrubbed.
  - **Specific Case:** Allows users to scrub a single case using the MPOG Case ID. A date range should not be selected for scrubbing a single case.
- **Date Range:** Selecting a date range is optional but is often used to assist with limiting the scrubbing procedure to only those cases the user wishes to transfer. Again, a 'Case Set' must be selected in addition to a date range in order to proceed with the scrubbing process.

# Initiating PHI Scrubber

- Once the case set is selected, click 'Start PHI Scrubbing' to start the process.
- There are options to 'Pause' or 'Stop' PHI Scrubbing.
  - If pausing the PHI Scrubber, the application must remain open in order to 'un-pause' and restart the scrubbing process.
  - If for some reason, the user exits out of the application while 'paused,' the Case Set and Date Range (if applicable) will need to be selected again to continue scrubbing.

PHI Scrubber Configuration PHI Scrubber Sample Testing

**Case Set:**

- ☐ PHI scrub all cases (Including previous cases already PHI scrubbed)
- ☒ Cases Waiting for PHI scrub
- ☐ Specific Case: Enter MPOG\_Case\_ID here

**Date Range: (optional)**

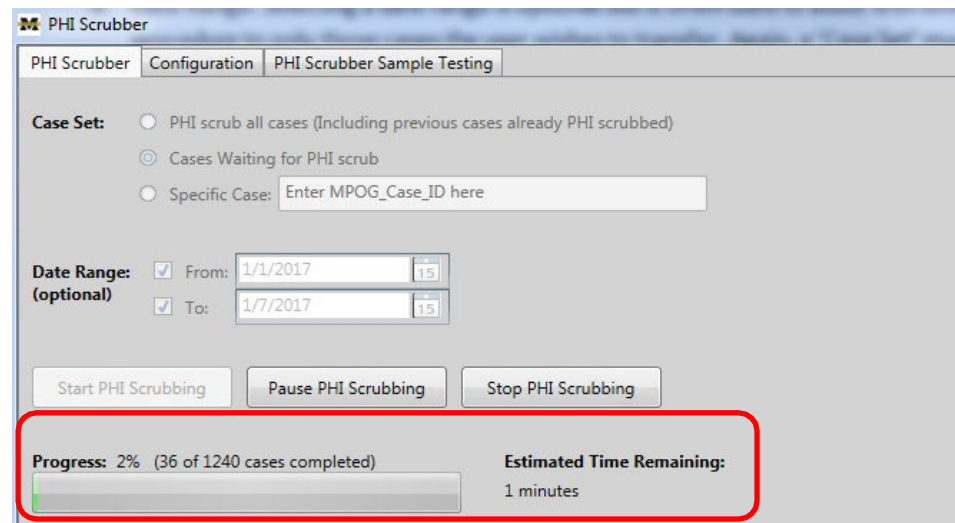
☒ From: 1/1/2017 15

☒ To: 1/7/2017 15

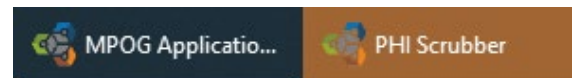
Start PHI Scrubbing Pause PHI Scrubber Proce Stop PHI Scrubbing

# PHI Scrubbing

- The Progress Bar displays the percent complete and number of cases completed. The tool also assigns an Estimated Time Remaining to the job.

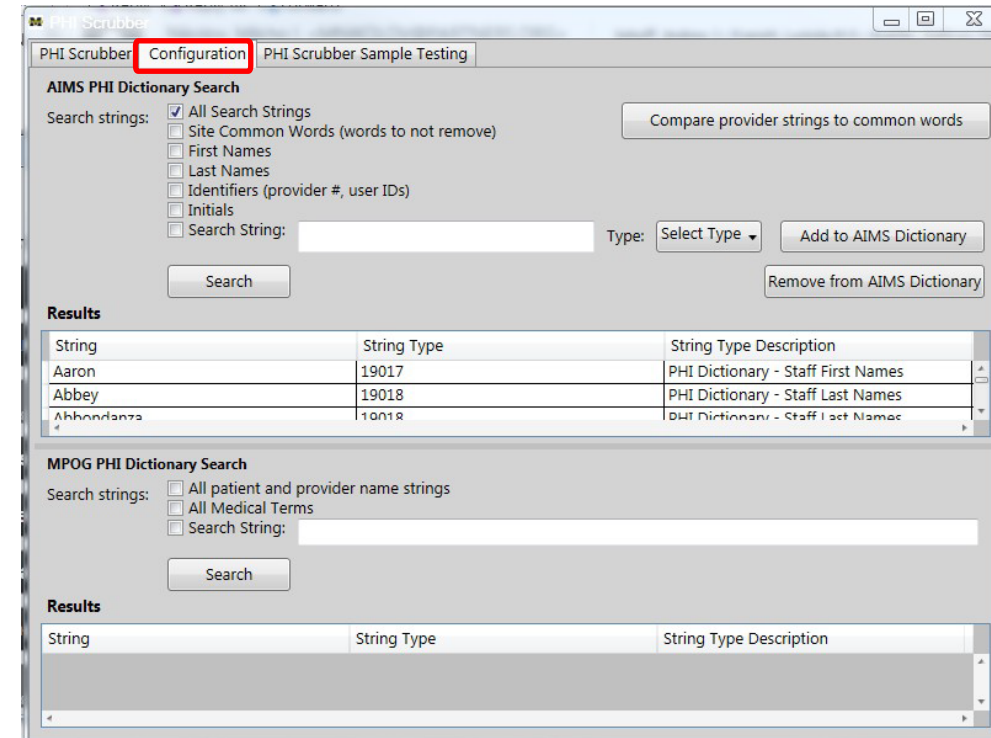


- When the process is complete, it will highlight in the taskbar



# AIMS Dictionary Configuration

- The **Configuration tab** provides access to the AIMS PHI Dictionary and allows you to search through several dictionaries to establish what words/strings should be considered PHI and removed, and which should remain.
- The AIMS PHI Dictionary should be previously loaded by your designated technical team and consists of all institution-specific provider names and identifiers.
- The purpose of the institution specific provider PHI dictionary is to allow the PHI scrubbing process to remove provider names or identifiers that you do not want included in your MPOG contribution.
- Although the scrubbing algorithm can use MPOG dictionaries to remove nationally known common names (e.g. Kevin), local dictionaries are needed for uncommon names (e.g. Sachin).



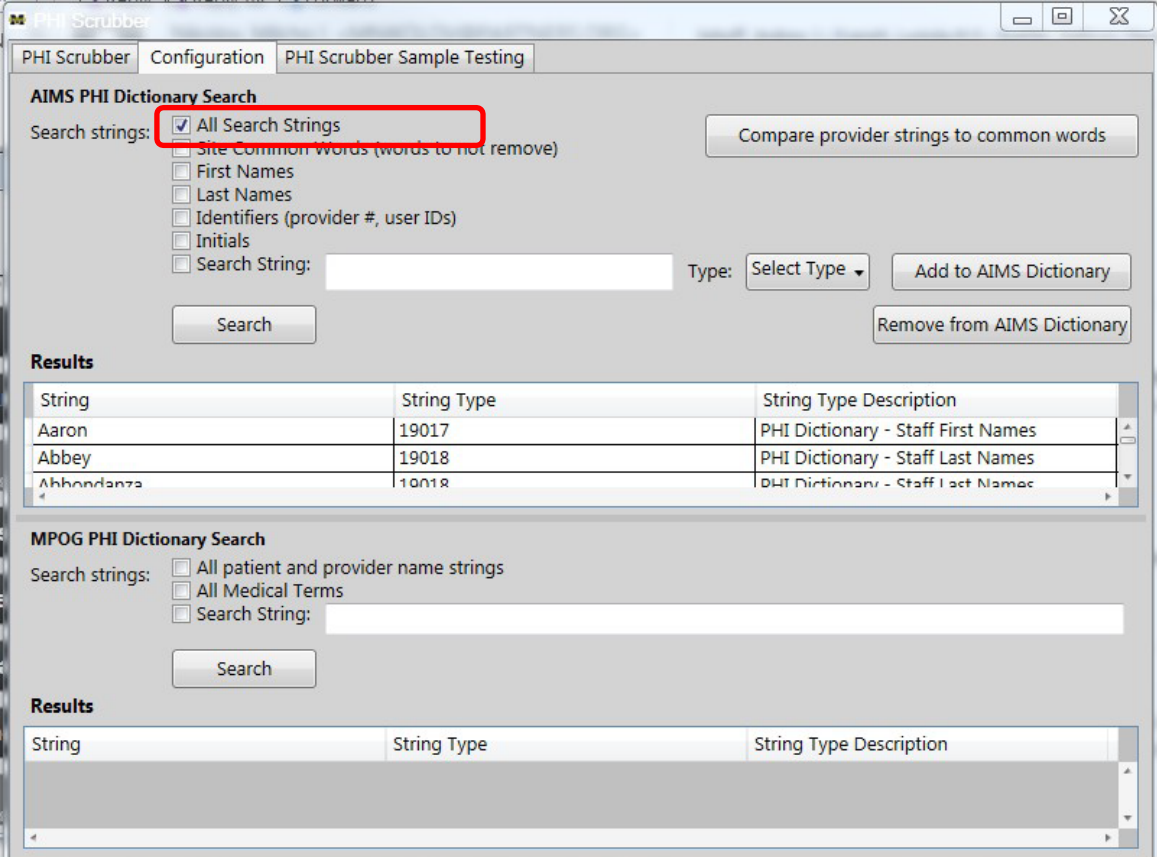
The screenshot shows the 'Configuration' tab of the 'PHI Scrubber' application. It features two main search sections: 'AIMS PHI Dictionary Search' and 'MPOG PHI Dictionary Search'. The 'AIMS' section has checkboxes for 'All Search Strings', 'Site Common Words (words to not remove)', 'First Names', 'Last Names', 'Identifiers (provider #, user IDs)', and 'Initials'. It also includes a 'Search String' input field, a 'Type' dropdown menu, and buttons for 'Add to AIMS Dictionary' and 'Remove from AIMS Dictionary'. A 'Search' button is also present. The 'Results' table for AIMS shows three entries: 'Aaron' (String Type 19017, String Type Description 'PHI Dictionary - Staff First Names'), 'Abbey' (String Type 19018, String Type Description 'PHI Dictionary - Staff Last Names'), and 'Abbondanza' (String Type 19018, String Type Description 'PHI Dictionary - Staff Last Names'). The 'MPOG' section has checkboxes for 'All patient and provider name strings' and 'All Medical Terms', a 'Search String' input field, and a 'Search' button. Its 'Results' table is currently empty.

String	String Type	String Type Description
Aaron	19017	PHI Dictionary - Staff First Names
Abbey	19018	PHI Dictionary - Staff Last Names
Abbondanza	19018	PHI Dictionary - Staff Last Names



# Configuration

- To search specific strings, select 'All Search Strings' and then click 'Search' to display the list of strings in your local database. Each institution must determine what provider information they are comfortable leaving in their database (i.e. provider numbers, initials, clinical terms, etc.)
- **Note:** If the custom search string checkbox is not selected, the program will display all the words found in the dictionary for the selected categories.



The screenshot shows the 'PHI Scrubber' application window with the 'Configuration' tab selected. The 'AIMS PHI Dictionary Search' section is active, featuring a 'Search strings:' area with several checkboxes. The 'All Search Strings' checkbox is checked and highlighted with a red rectangle. Other checkboxes include 'Site Common Words (words to not remove)', 'First Names', 'Last Names', 'Identifiers (provider #, user IDs)', 'Initials', and 'Search String:'. To the right of these checkboxes are buttons for 'Compare provider strings to common words', 'Add to AIMS Dictionary', and 'Remove from AIMS Dictionary'. Below the search options is a 'Search' button. The 'Results' section displays a table with three columns: 'String', 'String Type', and 'String Type Description'. The table contains three rows of data: 'Aaron' (19017, PHI Dictionary - Staff First Names), 'Abbey' (19018, PHI Dictionary - Staff Last Names), and 'Abhondan' (19018, PHI Dictionary - Staff Last Names). The 'MPOG PHI Dictionary Search' section is also visible below, with its own search options and a 'Search' button. Its 'Results' section is currently empty.

String	String Type	String Type Description
Aaron	19017	PHI Dictionary - Staff First Names
Abbey	19018	PHI Dictionary - Staff Last Names
Abhondan	19018	PHI Dictionary - Staff Last Names

# Configuration

- If 'Search String' is selected, the program will search the selected categories for the specified search string indicated.
- To remove a string from the AIMS PHI Dictionary, simply highlight the desired string and click 'Remove from AIMS Dictionary.'
- Assess the list to determine which terms are common words that you want to keep.
- For example, you may have a provider name of "Pain," you must determine the research value vs. privacy risk

# Configuration

- Clinical terms will need to be removed from the local dictionary. All instances of clinical terms such as Miller and Macintosh will not be scrubbed unless it is the patient's name.

The screenshot shows the 'PHI Scrubber' application window with the 'Configuration' tab selected. The 'AIMS PHI Dictionary Search' section is active. Under 'Search strings', several checkboxes are present: 'All Search Strings', 'Site Common Words (words to not remove)', 'First Names', 'Last Names', 'Identifiers (provider #, user IDs)', and 'Initials'. The 'Search String' field is set to 'nirav' and is highlighted with a red box. The 'Type' dropdown is set to 'First Names [19017]'. Below the search fields, there are buttons for 'Search', 'Add to AIMS Dictionary', and 'Remove from AIMS Dictionary'. A 'Compare provider strings to common words' button is also visible. The 'Results' section, also highlighted with a red box, contains a table with the following data:

String	String Type	String Type Description
Nirav	19017	PHI Dictionary - Staff First Names

The 'MPOG PHI Dictionary Search' section is also visible but not active. It has a 'Search String' field and a 'Search' button. Below it is an empty 'Results' table with the same headers as the one above.

# Configuration

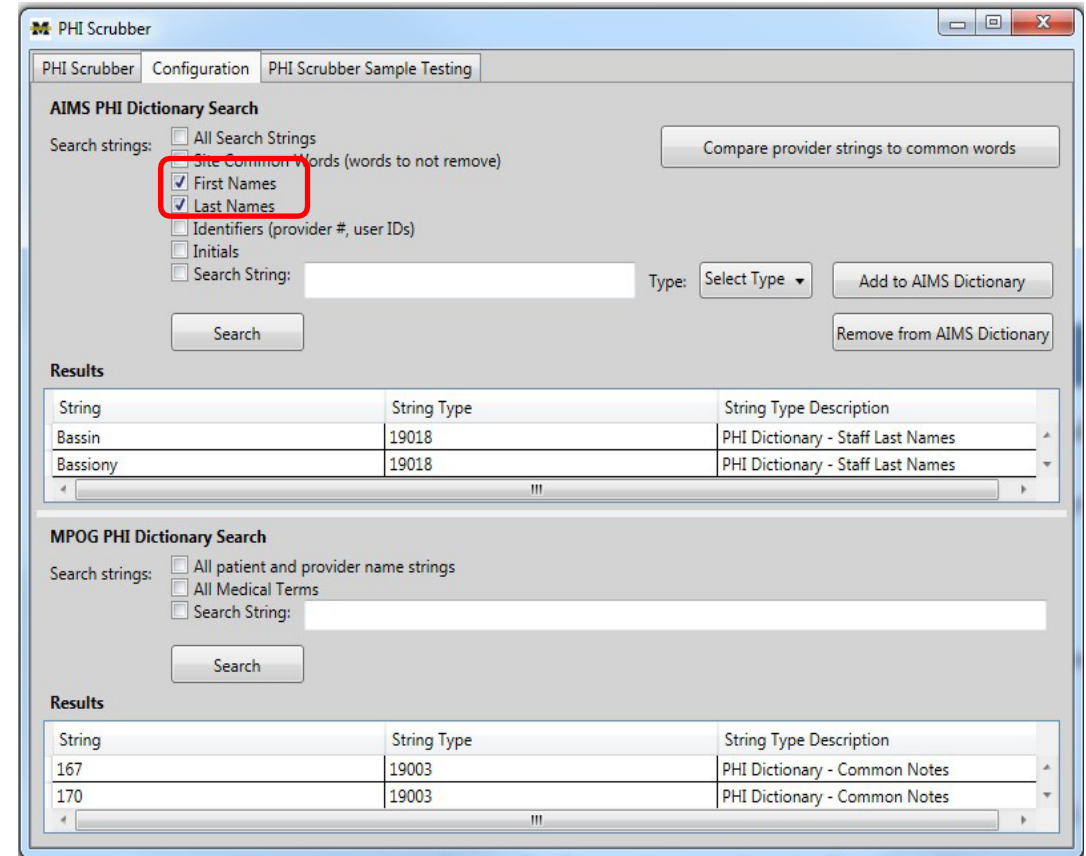
- The 'Compare provider strings to common words' function searches through the preloaded dictionaries to identify PHI, which strings should be removed, and which strings should be kept.
- Once you have removed all terms in your local dictionary, click on 'Compare provider strings to common words.'
- This will compare the provider names in your local dictionary to clinical terms which are listed in Snomed (such as CRNA, attending, and Miller).

# Configuration

- The MPOG PHI Dictionary can also be tested to identify medical terminology and provider names already existing in the default dictionary.
- The MPOG Dictionary includes:
  - US Census: Includes all common first and last names (strings to remove)
  - Snomed: Includes comprehensive list of medical terms (strings to keep)
  - Common Perioperative Terms and Acronyms (strings to keep)

# Configuration

- To test the 'Configuration' function, select the 'Configuration' tab at the top.
- Select 'First Names' and 'Last Names,' then click 'Search.'
- Provider names from the PHI dictionary should display in the Results section as shown below.
- If the Results display is empty, contact your technical team to load your local PHI dictionary data.





# PHI Scrubber Sampling Test

- The 'PHI Scrubber Sample Testing' runs scrubbing logic for a given sample string and categorizes each word.
- This function is used to run a test string to determine if identified PHI information (in this case, staff names) will be properly excluded.

PHI Scrubber

PHI Scrubber Configuration PHI Scrubber Sample Testing

Runs PHI scrubber logic for a given sample string and explains what was done with each word in the string

Test String: Dr. Reed is a good doctor Test

If you do not associate the test string with an MPOG case, no patient-specific data will be removed.

☐ Associate with an MPOG case: Enter MPOG\_Case\_ID here

☐ Show whitespace and delimiters

PHI Scrubber Logic

Source Word	Rule Triggered	Resulting Word
Dr	Keep because word is commonly found in medical notes	Dr
Reed	Remove because word is a known first or last name	[PHI]
is	Keep because word is a common 1 or 2 letter word	is
a	Keep because word length < 3	a
good	Keep because word is commonly found in medical notes	good
doctor	Keep because word is commonly found in medical notes	doctor

Resulting String: Dr. [PHI] is a good doctor

PHI Scrubber Logic will display included and excluded variables within your test string phrase, indicating PHI has been removed as displayed in the 'Resulting String.' A grid will display the following elements:

- **Source Word:** Original word(s) entered into the 'Test String' prior to PHI removal
- **Rule Triggered:** The reason why the word was or was not removed
- **Resulting Word:** The word(s) after 'PHI Scrubber Logic' has been applied and PHI has been removed
- **Note:** Clinical terms will need to be removed from the local dictionary. All instances of clinical terms such as Miller, Macintosh, and Brown will not be scrubbed unless it is the patient name.

PHI Scrubber Logic			
Source Word	Rule Triggered	Resulting Word	
Dr	Keep because word is commonly found in medical notes	Dr	
Reed	Remove because word is a known first or last name	[PHI]	
is	Keep because word is a common 1 or 2 letter word	is	
a	Keep because word length < 3	a	
good	Keep because word is commonly found in medical notes	good	
doctor	Keep because word is commonly found in medical notes	doctor	

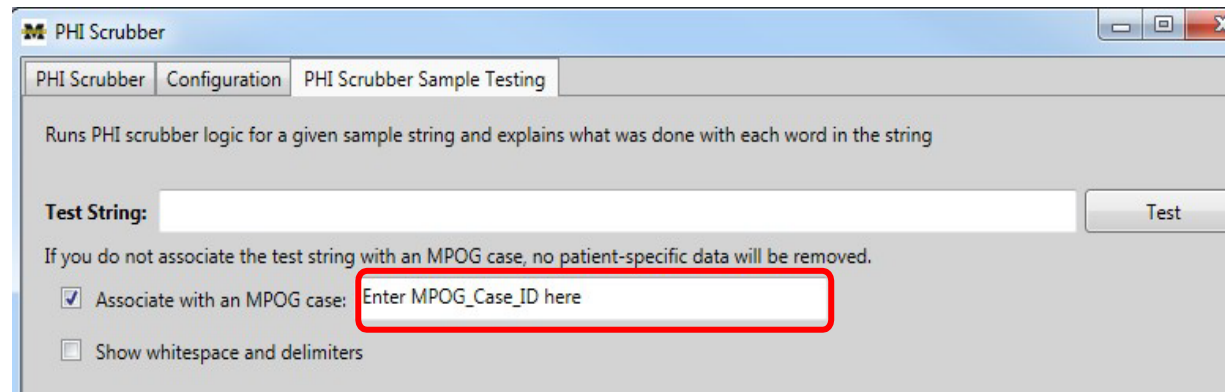


# Associate with an MPOG Case

- You can also run a 'Test String' against a specific case to ensure PHI is being scrubbed from cases.
- This allows users to enter a valid case ID, which will run the results of the 'PHI Scrubber' process.
- Without associating with an MPOG case, no patient specific data scrubbing can be tested. Only name strings in the US Census Bureau and MPOG staff identifier list would be removed. If there is patient PHI in the test string that is not a common name or institution-specific staff name, association with an MPOG case will show the patient name and will not be scrubbed.

# Associate with an MPOG Case

- Select 'Associate with an MPOG case' then click 'Test.'
- The MPOG case ID can be obtained from the MPOG case viewer application.
- 'Show whitespace and delimiters' displays the whitespace and the delimiter characters that were present in the test string as words in the Results data grid.



The screenshot shows a window titled 'PHI Scrubber' with three tabs: 'PHI Scrubber', 'Configuration', and 'PHI Scrubber Sample Testing'. The 'PHI Scrubber Sample Testing' tab is active. It contains the following elements:

- A description: 'Runs PHI scrubber logic for a given sample string and explains what was done with each word in the string'.
- A 'Test String:' label followed by a text input field and a 'Test' button.
- A note: 'If you do not associate the test string with an MPOG case, no patient-specific data will be removed.'
- A checkbox labeled 'Associate with an MPOG case:' which is checked. Next to it is a text input field containing 'Enter MPOG\_Case\_ID here', which is highlighted with a red rectangle.
- A checkbox labeled 'Show whitespace and delimiters' which is unchecked.

# Associate with an MPOG Case

PHI Scrubber

PHI Scrubber Configuration PHI Scrubber Sample Testing

Runs PHI scrubber logic for a given sample string and explains what was done with each word in the string

**Test String:** Dr. miller used propofol for sedation. Test

If you do not associate the test string with an MPOG case, no patient-specific data will be removed.

☐ Associate with an MPOG case: Enter MPOG\_Case\_ID here

☒ Show whitespace and delimiters

**PHI Scrubber Logic**

Source Word	Rule Triggered	Resulting Word
Dr	Keep because word is commonly found in medical notes	Dr
.	Whitespace/Delimiter	.
	Whitespace/Delimiter	
miller	Keep because word is commonly found in medical notes	miller
	Whitespace/Delimiter	
used	Keep because word is commonly found in medical notes	used
	Whitespace/Delimiter	
propofol	Keep because word is commonly found in medical notes	propofol
	Whitespace/Delimiter	
for	Keep because word is commonly found in medical notes	for
	Whitespace/Delimiter	

**Resulting String:** Dr. miller used propofol for sedation.