



STATE OF WASHINGTON  
**HEALTH CARE AUTHORITY**

626 8th Avenue, SE • P.O. Box 45502 • Olympia, Washington 98504-5502

February 12, 2024

Contact Name

Carrier Name

**Re: Health Care Cost Transparency Board: 2024 call for benchmark data**

Dear Contact Name:

Pursuant to 70.390.020, you are instructed by the Health Care Cost Transparency Board (the Board) to respond to the 2024 benchmark data call, and to provide information regarding health care expenditures as instructed in the 2024 Implementation Manual, attached and also available on this webpage: <https://www.hca.wa.gov/about-hca/who-we-are/call-benchmark-data>.

All submissions must be completed and emailed to our new data-related email address: HCACostBoardData@hca.wa.gov no later than 5 p.m. on April 15, 2024. Please do not delay the initial submission, and file as early in the submission period as possible. Detailed instructions can be found in the 2024 Implementation Manual.

We anticipate the need for technical support and communication throughout the data call submission period, and will provide the following opportunities:

- Staff will present a live educational webinar on Tuesday, March 5, 2024 from 1 p.m. through 3 p.m on zoom. Here is a link to the zoom meeting: <https://us02web.zoom.us/j/82385181140>. After the meeting a recording of the training will be available on <https://www.hca.wa.gov/about-hca/who-we-are/call-benchmark-data>.
- Office hours will be reserved at regular intervals during the data submission period for one-on-one sessions between staff and submitters. Interested submitters will be requested to email to request a one-on-one session and provide questions in advance meeting.
- A Frequently Asked Questions document will be maintained on [the Board's website](#). Please pay special attention to the question on the common errors and recommend doing the suggested internal validation before submitting. Questions may be submitted at any time. For data-related questions, please email us at [HCACostBoardData@hca.wa.gov](mailto:HCACostBoardData@hca.wa.gov). For all other questions not related to the data call, please email us at [hcahcctboard@hca.wa.gov](mailto:hcahcctboard@hca.wa.gov).

Thank you for your attention to this important request.

Sincerely,

Mandy Weeks-Green  
Health Care Cost Transparency Board Manager

By email

cc: Sue Birch, Director and Chair, HCA