Q See

R. cc E. Nesi F. Bolde LR -R

Windsor Prospective Study

CHIC COOPERATIVE HEALTH INFORMATION CENTER OF VERMONT, INC.
100 Dorset Street
South Burlington, Vermont 05401
(802) 864-7448

June 14, 1977

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Roger Miller, President
Windsor Minerals, Inc.
Box 680
Windsor, Vermont 05089

Dear Mr. Miller:

The Cooperative Health Information Center of Vermont, Inc. proposes to perform the following tasks for Windsor Minerals, Inc. Each task is priced separately but some are interrelated so that deletion of some tasks may preclude performance of others.

1) Report on "expected" hospitalizations and mortality experience for your workers using their age distribution to generate a control population from all of Vermont. The hospital experience and mortality analyses will be categorized by cause using all causes, all causes less accidents, respiratory causes and other. Disease specific subtotals will also be generated but may not yield sufficient numbers of cases for comparisons. The analysis will cover at least 1970-1975. If 1976 data is processable, in time it will be included.
2) A report similar to the state-wide analysis in 1) can generate expected hospitalization and mortality of age matched controls in Windsor County. This analysis would be materially enhanced if hospitalization data from Claremont Hospital were available for some time periods. Release of this data by Claremont Hospital would be required. One recent year's experience may suffice.

3) Obtain from Windsor Minerals and/or its health insurers the most recent five years of claims data to compare to expected experience based on 1) and 2) above. This information will also permit removal of Windsor Mineral employees from both the State and area control populations.

4) Identify and report to Windsor Minerals the areas of difference and agreement among the employee, county and State experiences.

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In developing the details of the above, we are willing to meet with you, other Windsor Minerals employees, Union representatives and your health insurers. CHICV will also at your option make a formal presentation of findings to a group of such representatives upon completion of the project.

5) CHICV can develop in cooperation with Windsor Minerals a study of employee health related absenteeism. This project would have a retrospective and a prospective component.

   a) Analysis of retrospective patterns among Windsor workers such as day of week, cause, seasonal variation, variation by type of worker, worker health habits and length of employment. Some of this is dependent on availability of data from company and insurer records.

   b) Development of comparative "figures" from national data using the National Drug and Therapeutic Index, the National Health Survey and other sources. Data from these sources would be adjusted for race, age and income to the Windsor Minerals employee population.

   c) Analyze the Windsor patterns in comparison to "adjusted national data" and report on differences and similarities.

   d) If a prospective absenteeism study is performed, the following minimal data elements should be collected following each employee absence. (Perhaps some short absences should merely be noted and details collected only for three day or longer periods.)

      1) If the absence is without M.D. attention: self-described complaint, symptom or reason.

      2) If the absence has M.D. attention: M.D. name, specialty, diagnosis(es), medications, other therapy or diagnostic tests.

      3) If the absence includes hospitalization: Dates and place(s) of hospitalization, surgery if any, diagnosis(es).

      4) For any absence, the exact dates and duration.

e) These retrospective and prospective data can be compared to the "standards" for hospitalized and ambulatory care in 1) through 4) and 5(b) above. Absentee patterns by type of worker may also be related to known or presumed exposure levels, studies in comparable industries or to insurance carrier data.

Pricing for the project is as follows:

1/2.	Report on "expected" hospitalizations and mortality	$600
3.	Tabulation of Windsor Minerals experience	$250 plus data acquisition & entry cost
4.	Comparative Analysis	$400
5.	To be developed - Est. $150 to design study	

Travel expenses will be billed separately.

In drafting this proposal, it seems clear that much of the effort will need to be further developed so firm prices are proffered only for those items with known data and scope. CHICV looks forward to implementation of some or all of these projects in the near future.

Sincerely,

Frank C. Dorsey, Ph.D.
Executive Director

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