



**STATE HEALTH PLANNING  
AND DEVELOPMENT AGENCY**  
DEPARTMENT OF HEALTH - KA 'OIHANA OLAKINO

**JOSH GREEN, M.D.**  
GOVERNOR OF HAWAII  
KE KIA'ĀINA O KA MOKU'ĀINA 'O HAWAII

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ADMINISTRATOR

1177 Alakea St., #402, Honolulu, HI 96813 Phone: 587-0788 Fax: 587-0783 www.shpda.org

January 08, 2024

Dear Health Care Provider:

**Re: SHPDA HEALTH CARE UTILIZATION SURVEY for Calendar Year 2023**  
**TIME SENSITIVE – Deadline May 31, 2024**

Pursuant to Section 323D-18, Hawaii Revised Statutes, the State Health Planning and Development Agency (SHPDA) transmits the Health Care Utilization Survey to health care facilities and providers to be completed each year. The data is critical for the completion of SHPDA's Annual Health Care Utilization Report.

Attached is a file with the instructions and survey forms, **SHPDA2023Survey.xlsx**, in Excel format for the **calendar year 2023**. The instructions and the survey forms in both PDF and Excel formats are also available at SHPDA website <https://health.hawaii.gov/shpda/agency-resources-and-publications/health-care-utilization-reports-and-survey-instructions/>.

If using the Excel format, you will find the tabs at the bottom to access different data collection forms of the survey. **Please complete or have a designated person to complete the data collection form(s) for service(s) provided in your facility during calendar year 2023.** Please complete one survey for each facility or location of service and return the survey to SHPDA via fax at 808-587-0783, USPS mail, or e-mail to [dailin.ye@doh.hawaii.gov](mailto:dailin.ye@doh.hawaii.gov) **by May 31, 2024.**

Mahalo for your prompt attention to this time sensitive matter. If you need assistance, please contact Dailin Ye at (808) 587-0852.

Sincerely,

Dailin Ye, MD, PhD, BSN, RN  
Research Statistician  
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