



Prior Authorization Working Group Meeting  
 Minutes of December 17, 2025  
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George Mcnutt	X	0							
Ranjani Starr	X	0							
Richard Chung	X	X							
Robert Gluckman	X	X							
Robert Hirokawa	X	0							
Sheri Daniels	0	X							
Paula Arcena	0	X							
Dailin Ye	X	X							

Legend: X=Present | O=Absent | /=No Meeting | \*-Chair | \*\*-Vice Chair

Video: [https://www.zoomgov.com/rec/share/FDM5qOuNtyRBG5pC3fJtRE28vLcpcL5rllqjx1xeDkVF4nlBex1edB\\_lQxr6cLW.nGUG\\_g0Zx-\\_aCzSS](https://www.zoomgov.com/rec/share/FDM5qOuNtyRBG5pC3fJtRE28vLcpcL5rllqjx1xeDkVF4nlBex1edB_lQxr6cLW.nGUG_g0Zx-_aCzSS)

Passcode: bCr\$r+Y3

TOPIC	DISCUSSION	ACTION
Call to Order Roll Call Welcome J. Lewin, Chair	<p>The meeting was called to order at 8:08 AM by Chair Jack Lewin MD</p> <p>After participant introductions and attendance was document.</p> <p>J. Lewin welcomed members</p> <p>The Prior Authorization Working Group (WG) was convened by Chair J. Lewin MD, the meeting was convened at 8:08 AM, delayed several minutes to accommodate security measures. These protocols were implemented to identify participants and prevent the "hacker invasions" that occurred during the previous meeting.</p> <ul style="list-style-type: none"> <li>• T. Visperas called roll</li> <li>• No one in the public room</li> </ul> <p>Chair Lewin reviewed the progress from the prior meeting, noting a fragile consensus to attempt using the new Medicare PA reporting format for the first reporting process (due to SHPDA by January 31, 2026).</p> <p>Key Discussion Points:</p> <ul style="list-style-type: none"> <li>• Format Consistency: The WG intends to simplify the format to remain as consistent as possible with current Med-QUEST reporting categories.</li> </ul>	

- Drug Reporting: Physician members were insistent on including drug reporting, which is not required in the standard Medicare draft format.
- Technical Support: Dailin Ye (SHPDA) is preparing the format based on WG feedback.

#### Amendments to Previous Minutes

Kelley Withy, MD requested the record show her opposition to the Medicare format, characterizing it as “too non-specific.” She and Dr. Ignacio proposed the following language to better reflect the group's deliberation:

"The Task Force (TF) discussion included commentary on specific Prior Authorization (PA) data categories of information that are needed, not limited to CMS format, including specific diagnostic tests, medications, and consults. The TF carefully considered the volume and complexity of big data sets, feasibility of analyses, and the 2026 deadline."

Motion Clarification: The motion passed in the previous meeting utilized the Medicare format for 2024/2025 data, including drug data as feasible. It also included reporting the percentage of denials vs. total claims and the top five clinical triggers for denials. This format applies to the first cycle only and is subject to re-evaluation.

Presentation by Dr.  
Kelley Withy

Dr. K. Withy presented slides developed by the physician community reflecting the urgency they are experiencing with the burnout and workload issues around PA. That presentation was attached. It is attached again here.

#### Formation of the Permitted Interaction Group (PIG)

The WG approved a motion to create a Permitted Interaction Group (PIG) to finalize the reporting format under Sunshine Law requirements. PIG Members:

- Elizabeth Ann Ignacio, MD (Physician/Provider)
- Kelley Withy, MD (Physician/Provider)
- Laura Reichhardt (Physician/Provider)
- Lara Nitta (EUTF/Consumer)
- Sheri Daniels (Consumer)

<p>Legislative Update:          Senator Joy San Buenaventura</p>	<ul style="list-style-type: none"> <li>• Robert Gluckman, MD (Insurer)</li> <li>• Jennifer Diesman (Insurer/HMSA)</li> <li>• Chris Lutz (Insurer/Kaiser)</li> <li>• Hilton Raethel (Hospital Association)</li> <li>• Jack Lewin and Dailin Ye, (Ex Officio SHPDA)</li> </ul> <p>Assigned Purpose: Finalize specifics of the reporting format without exceeding a quorum of the full WG. Recommendations will be submitted for a full WG vote at the January meeting.</p>
<p>Guest Presentation:          Smart Health Network</p>	<p>Senator San Buenaventura joined the meeting to stress the WG's importance to the Legislature.</p> <ul style="list-style-type: none"> <li>• New Legislation: She is submitting a bill to further streamline PA determinations and wishes to include WG recommendations.</li> <li>• Timeline: The deadline for bill submission is January 23, 2026. She requested feedback from the WG 10-14 days prior to that date.</li> </ul>
<p>Action Item/Next Steps:</p>	<p>Paul Meyer and Stuart Hanson presented on reducing administrative waste ("No More Faxes").</p> <ul style="list-style-type: none"> <li>• Presentation Attached</li> <li>• National Progress: They discussed their work with federal officials and states like Delaware and New Hampshire to automate and streamline PA.</li> <li>• Offer: They offered to share materials and progress reports for consideration by the WG and Hawai'i leadership.</li> </ul>
<p>Announcements</p>	<p>The Chair urged the PIG to complete their tasks expeditiously. Written recommendations from the PIG will be appended to the next meeting agenda for member review.</p> <p>The meeting was adjourned at 9:03 AM by the Chair.</p>
<p>Next Meeting</p>	<p>The Prior Authorization PIG will be sent a doodle poll to meet the week of December 22, 23, 29 or 30.</p> <p>The meeting is TBA, after the Prior Authorization PIG meeting but before January 14, 2026, to ensure we meet legislative deadlines.</p> <ul style="list-style-type: none"> <li>• The motion referenced "task force (TF)" but for consistency with ACT 151 the minutes refer</li> </ul>

	to the work group. For purposes of these minutes, the terms are interchangeable.	
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