Data Governed to Govern Analytics: A Pragmatic Approach to Data Governance

BE D·B·H·D·D

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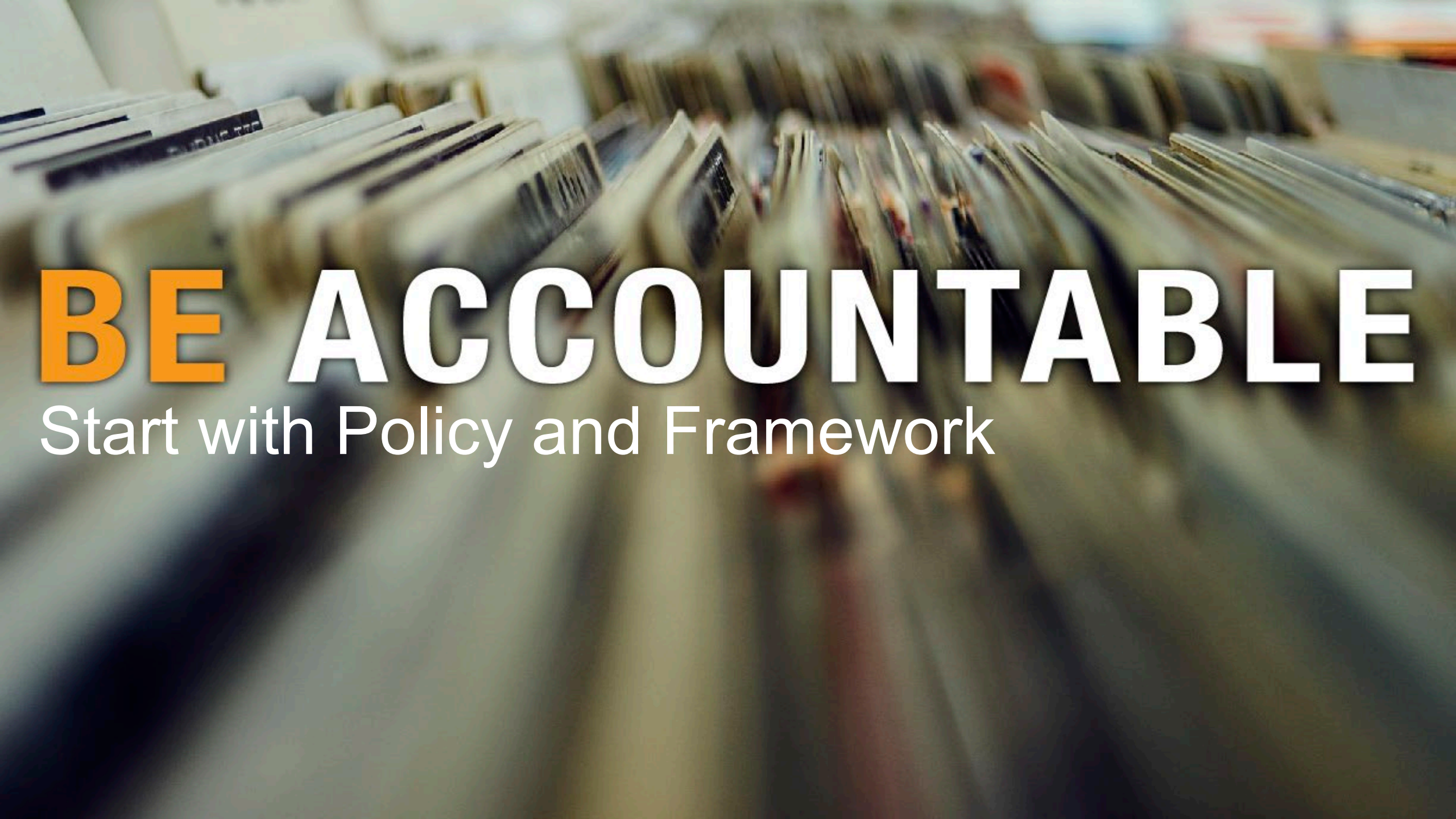
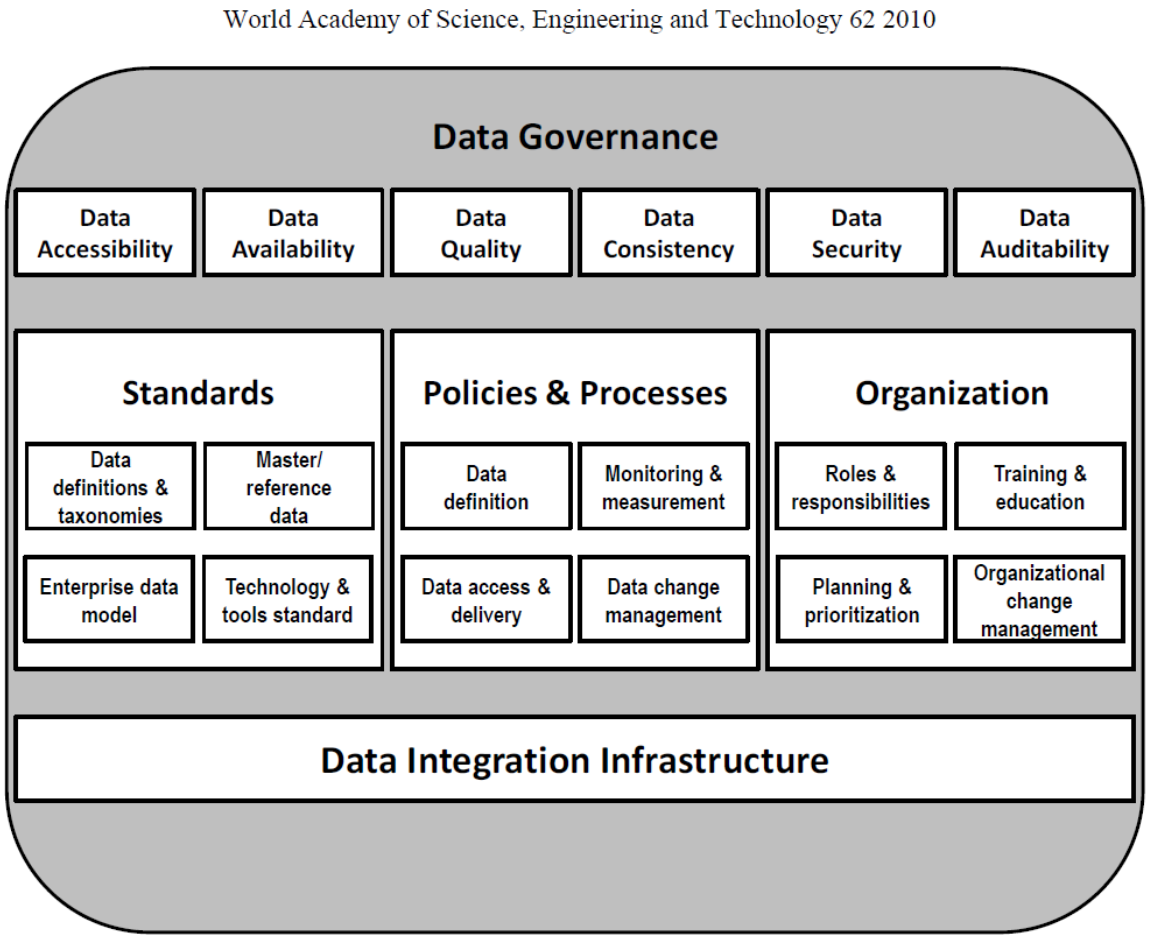

BE ACCOUNTABLE
Start with Policy and Framework

Data Governance Policy Bins and Targets



- Core Data Governance Committee to create the policy and governance framework for Executive Leadership to vet and approve
- **Executive Champion:**
  - Defines the metrics of successful data governance initiative
  - Promote the importance of participation within the business units to define data standards, policies, and use
- **Business and Technical Champions**: Direct the vision and technical implementation of an integrated data standard for operational and strategic decision-making

Panian, Z. (2010). Some Practical Experiences in Data Governance. *62 World Academy of Science, Engineering and Technology*. Pp. 939-946

Set the Policy + Governance Framework

- Create or update existing organizational policies for acquiring data via new applications or exchanges

Data Acquisition via Applications

- Create or update existing organizational policies for using agency data for reporting – operational, research, internal/external

Reporting and data use

- Include/operationalize data governance framework and method into agency policies as attachments and/or separate policies targeting governance domains

Operationalize data governance framework into policy

- Data governance strategy and policy are a combined set of organizational directives and framework for "doing the work" of governance

Data governance as a set of policies

The Policy Revision Journey

April 2024

- Data Governance Initiative Kickoff

May 2024

- Weekly Data Governance Policy Revision Meetings Start

August 2024

- Deliver data governance policy to leadership for review and approval

September 11, 2024

- Updated data governance policy released on DBHDD's PolicyStat

Data Governance Policy Update – 23-302

Data Governance Policy Highlights

- Do the data already exist within the enterprise? If so, how do we make it accessible to the end user?

Accessibility

- Make sure the data that exist are available to the end user when, where, and how it is needed.

Availability

- How do we ensure the data we have and will collect are of good quality?

Quality

- Are the data we are collecting given clear meaning that is widely understood across the user base?

Consistent

- Does the data collection conform to DBHDD privacy policies?
- Have we documented how the data have changed, when/if it was moved, and who interfaces with the data?

Auditable

- Is there an SSP completed on the system?
- Is there a process for reviewing and approving end users?
- Are users only given the minimum necessary sensitive data to do their work?

Security

Data Governance Going Forward

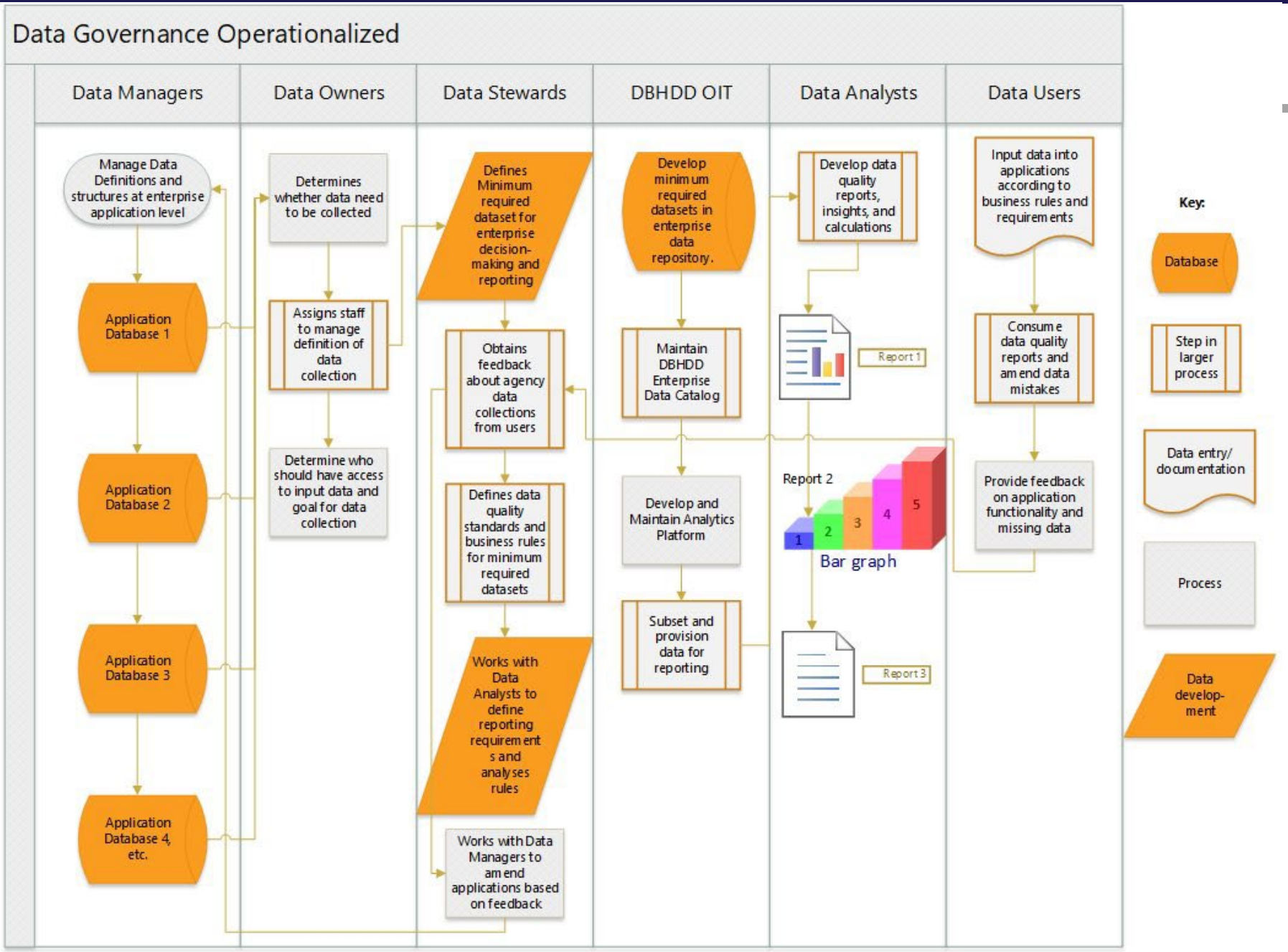
Identify minimum datasets for each of our applications that need to be available for reporting and applications across the enterprise.

Identify data entities and data sources across the enterprise – SSP.

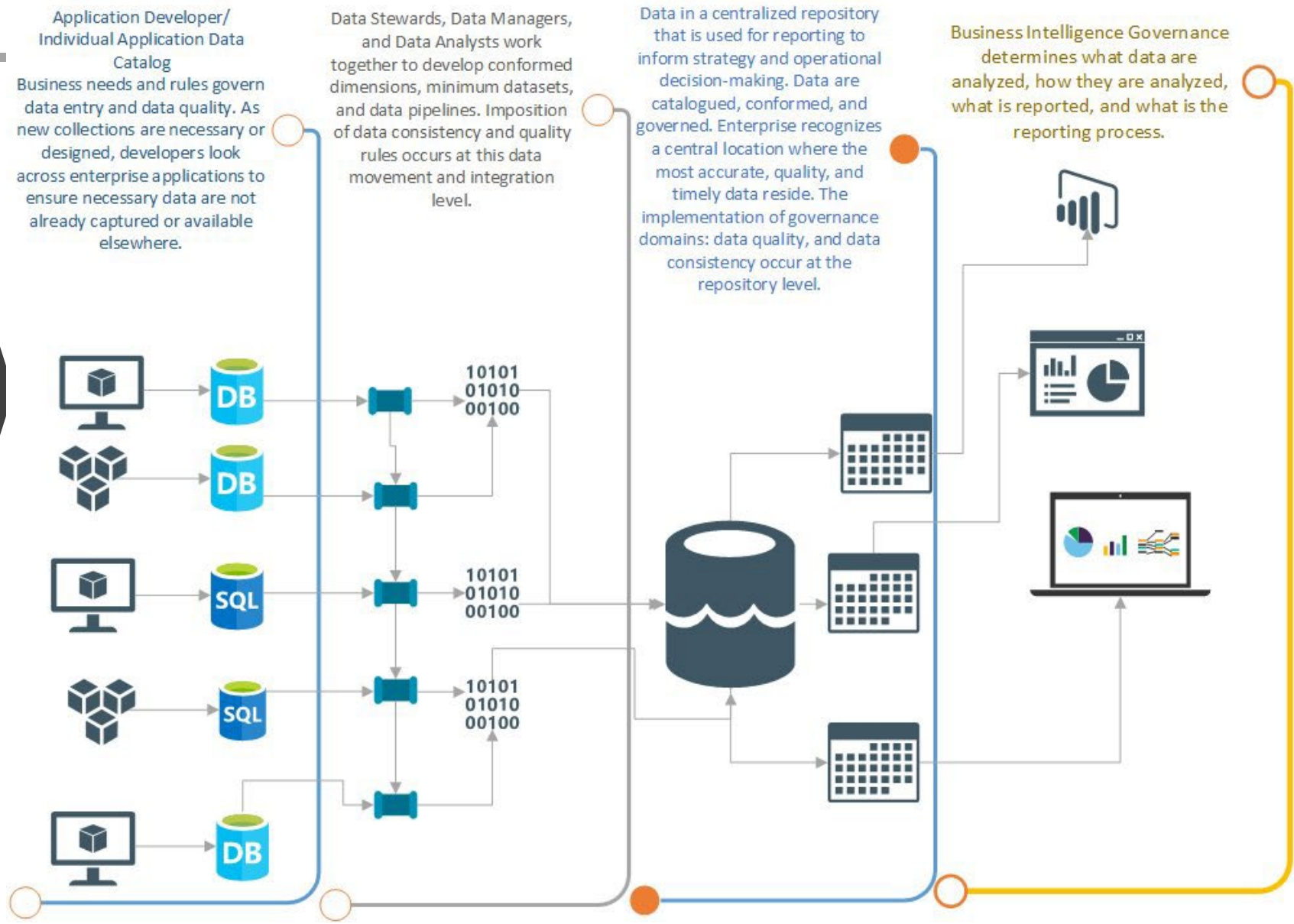
Monitor creation of new datasets and data elements and reconcile conflicting definitions where necessary.

Develop data quality standards for new and ongoing data collections including: controlled vocabularies/lists; values range and uniqueness checks; date rules; data type definitions, etc.

Data Governance in Pictures – Who does what?



Data Governance in Pictures – The Technology to Governance



Leveraging Existing Practices for Implementation: Integrating Data Governance within the SSP

Integrating Data Governance with the SSP

System Security Plans (SSPs): ensure that applications are secure and consistent with National Institute of Standards and Technology (NIST) cybersecurity guidelines.

Business Impact Analysis (BIA): planning for the impact of an outage and allows for prioritization of application recovery.

Annual process

Provides structure for ownership and accountability

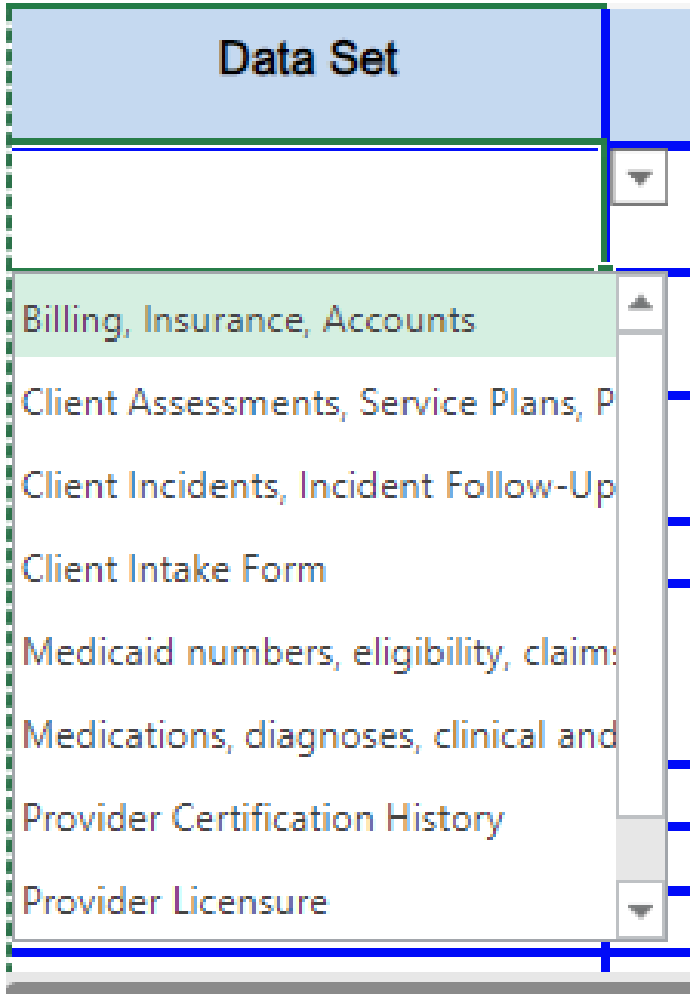
Two new Columns Added to Question 10

10. Information System Categorization:

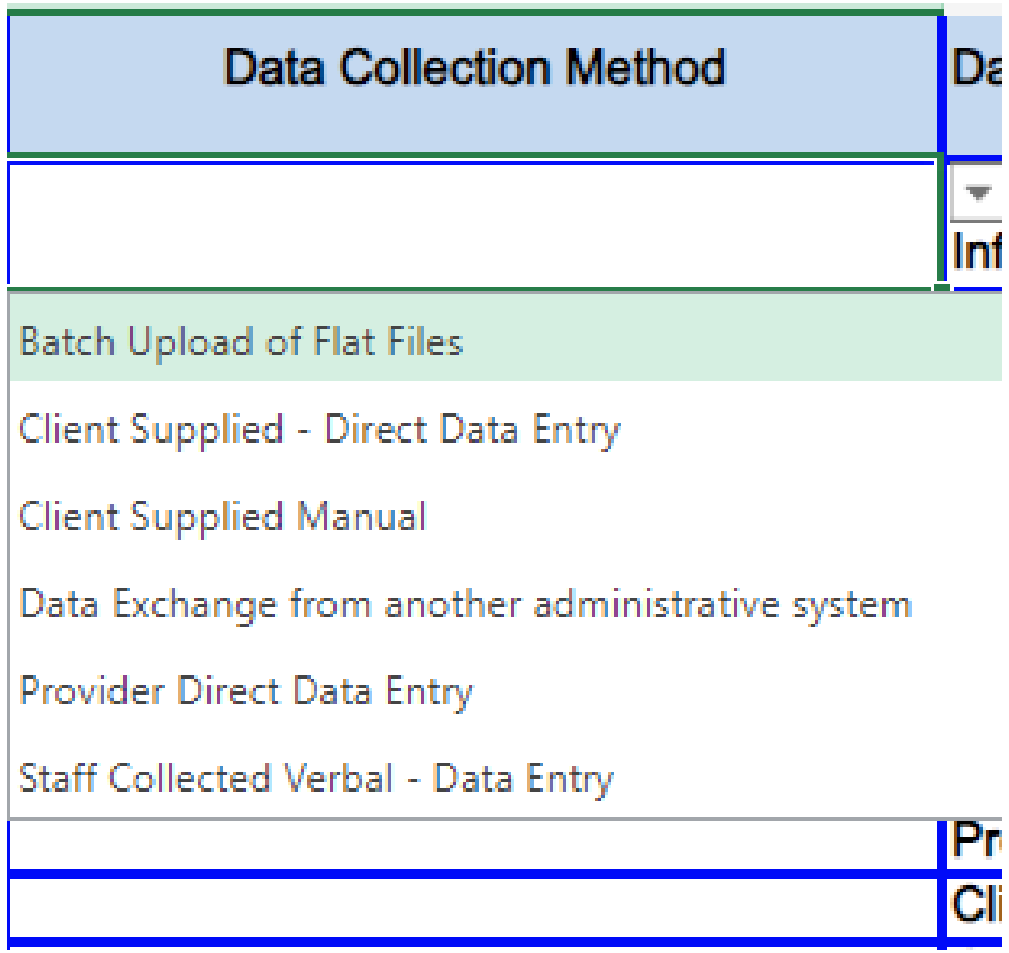
Data Set	Data Collection Method	Data Type	Est. # of Person Records	Confidentiality	Integrity	Availability
				(HIGH/MOD/LOW)		
		Personally Identifiable Information (PII)	25			
		Personal Health Information (PHI)				
		Sensitive Personal Information (SPI)				
		Financial (PCI, EFT, etc.)				
		Medicaid Confidential Data (eligibility, payments, services, investigations)				
		Provider Information				
		Client interaction information				
		Other (name)				
		Highest Information Type Impact		#N/A	#N/A	#N/A

Drop Downs for New Columns

Data Set



Data Collection Method



Operationalizing Data Governance Policy

11a. Who are the responsible parties for the application?

Title	Organization	Name	Title	Email	Phone	Data Role

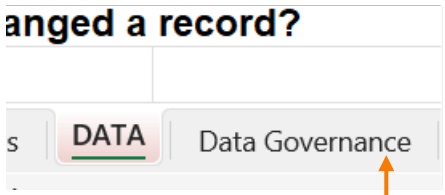
11b. Are data from the application transferred to the data repository?	
11c. How much of the data are transferred to the data repository?	

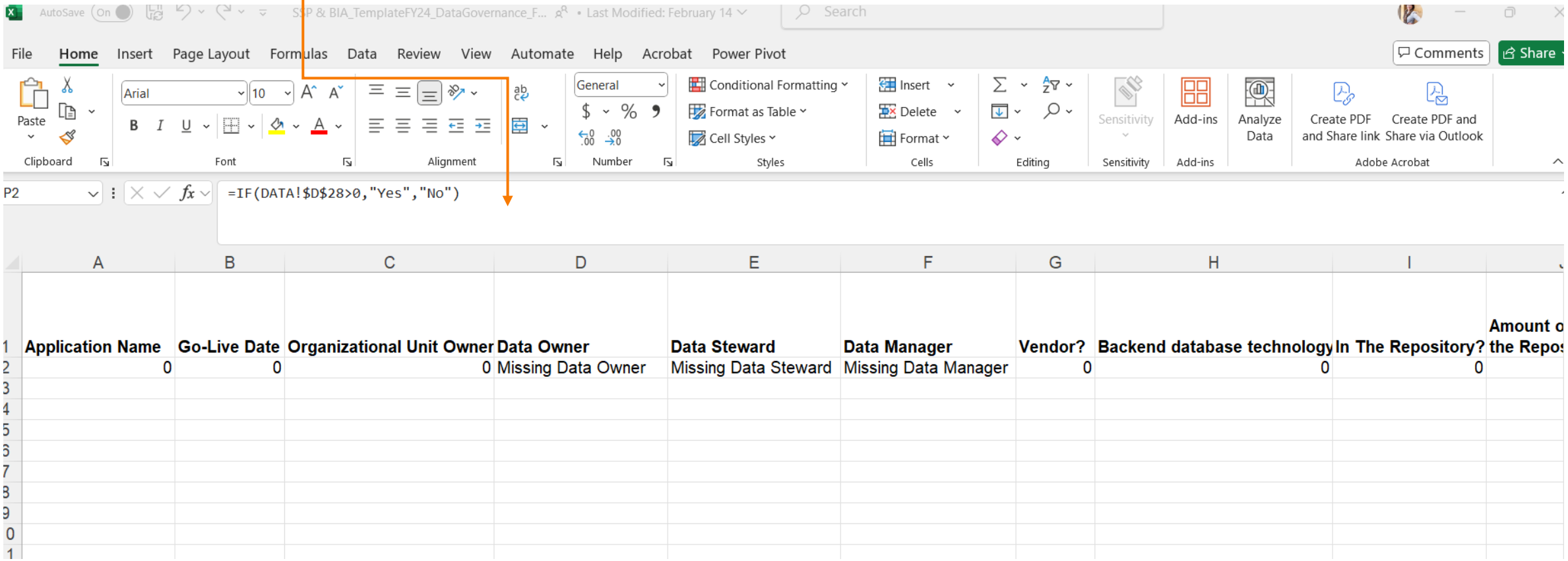
Data accessibility

19a. Does the system contain the Carelon Identifier (CID) as an individual identifier field?	
19b. Does the system contain the AvatarID as an individual identifier field?	
20. How are PHI data from this application manipulated for reporting?	
21. Do the application's audit tables capture changes to every field?	
22. Do the application's audit tables capture which users have looked at a record?	
23. Do the application's audit tables capture which users have changed a record?	

Auditability and Security

Scraping Data from Collection Sheet





	A	B	C	D	E	F	G	H	I	
1	Application Name	Go-Live Date	Organizational Unit Owner	Data Owner	Data Steward	Data Manager	Vendor?	Backend database technology	In The Repository?	Amount o the Repos
2	0	0	0	Missing Data Owner	Missing Data Steward	Missing Data Manager	0	0	0	
3										
4										
5										
6										
7										
8										
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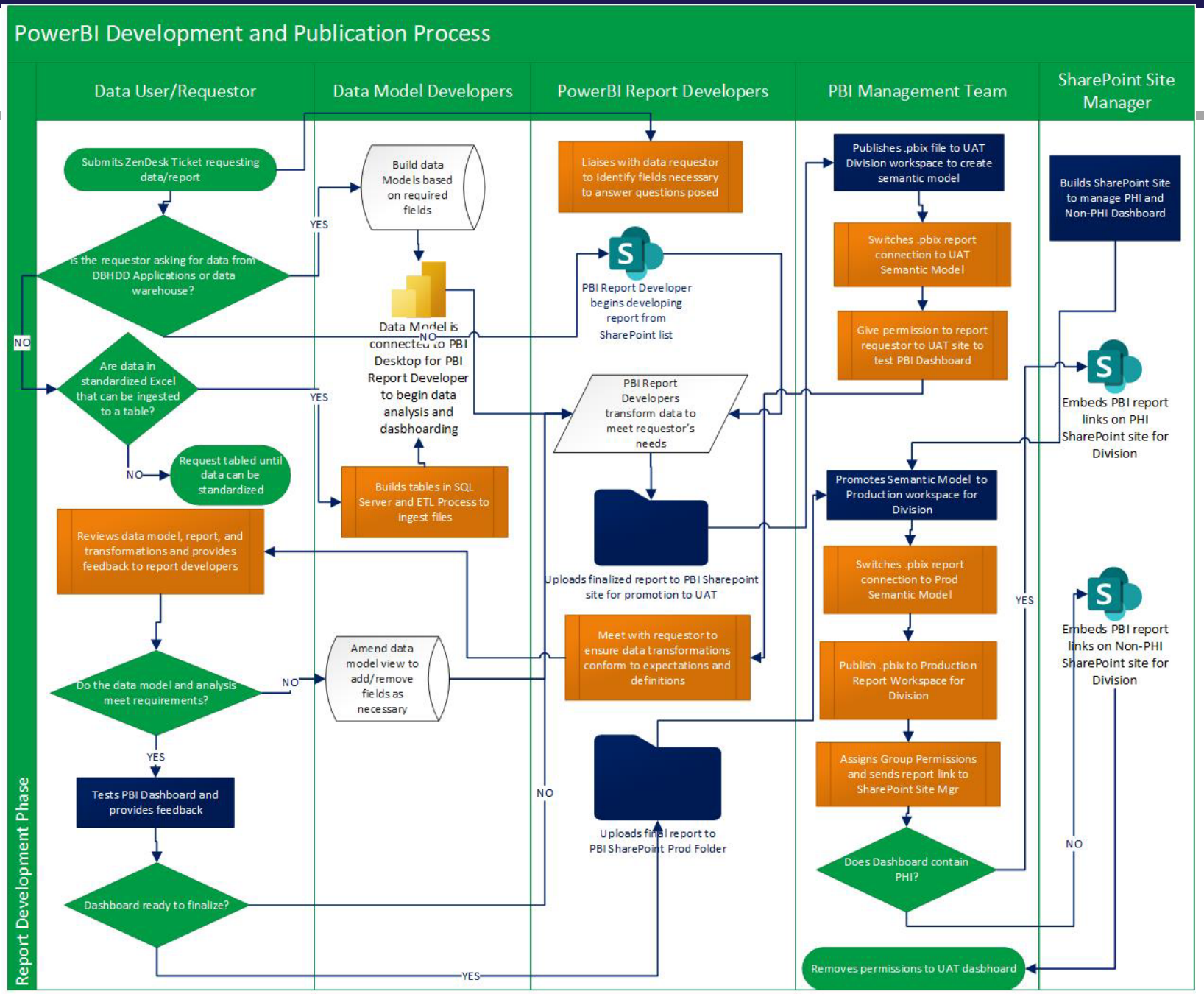
10										
11										

Governance in Business Intelligence

Business Intelligence Governance in Pictures – Who does what?



Release Management and Quality Assurance

		Report Analyst Manager
Dashboard Design		DBHDDTheme JSON File is applied
		All filters aligned right or across the top
		All visualization borders align on each dashboard page
		Categorical variables in filters are alphabetically sorted
		Date lists are sorted oldest to newest
		Visualizations are appropriate to the content or metric

		Report Analyst Manager
Dashboard Clarity and Instruction		Instruction/Definitions page is clear and provides dashboard navigation roadmap; defines each tab
		All visualizations are labeled in plain English
		Data transformation and calculations are properly defined
		Contact information for the primary analyst and business SME are provided
		Dashboard purpose and uses are clearly defined

DBHDD PowerBI Dashboard Production Release

Production Readiness Checklist

Instructions: Managers and supervisors who are reviewing and approving dashboard release **must** submit this form with their request for a dashboard to move to production.

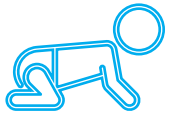
Release Management

		Report Analyst Manager		Release Management Team
Data Readiness		Dashboard is connected to semantic model and/or data warehouse. **not** live data		Dashboard is connected to semantic model and/or data warehouse. **not** live data
		Measures are correctly calculated and approved by business SME		Non-PHI data are published to non-PHI dashboard
		No PHI are visible **if** they should not be		For PHI data, only security groups who should be allowed access to PHI are requested to have access
		Numbers and figures are consistent with what has been produced previously		For Non-PHI data, all user groups who need access have been identified
		Standard Dimension Date table is used		
		Standardized dimension tables are used for categorical variables		

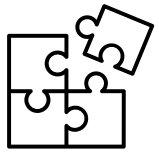
Key Takeaways

Data Governance is a team sport requiring cross-functional teams within IT, and input from business subject matter experts

Don’t worry about expensive software solutions to implement governance. Start low tech to begin documenting and work your way toward fancy software.



Don’t try to boil the ocean. Start with a solid policy framework and then work toward operationalizing it piece by piece. Leverage existing processes whenever possible.



Data Governance and BI governance go hand in hand. BI implementation without data governance = lipstick on a pig.

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