

## CO APCD and CIVHC Citation Guidance

This guide is to support data users in correctly referencing the Colorado All Payer Claims Database (CO APCD) and the Center for Improving Value in Health Care (CIVHC) in written materials. This includes but is not limited to: articles, abstracts, newsletters, posters, presentation of findings, and reports.

As stated in the CO APCD Data Use Agreement (DUA), all results derived from the CO APCD must be reviewed by CIVHC prior to release outside the Project Workforce. Per DUA requirements, pre-publication reviews can take up to 6 weeks.

### Colorado All Payer Claims Database

- First reference: Colorado All Payer Claims Database (CO APCD).
  - No hyphens between words.
  - Payer is singular, Claims is plural.
  - Include acronym in parentheses for future references.
- Subsequent references: Use the acronym CO APCD.
  - Because there are many APCDs across the country, always include “CO” in the acronym.
  - A space is always included between CO and APCD.
- CO APCD data is always licensed, never bought or purchased.

### Center for Improving Value in Health Care

- First reference: Center for Improving Value in Health Care (CIVHC).
  - Use lower case “the”: the Center for Improving Value in Health Care.
  - No hyphens between words.
  - Center is singular.
  - Health Care is two words.
- Subsequent references: Use the acronym CIVHC.
  - Do not use “the” when using the acronym.
- CIVHC administrates, administers, or is the Administrator of the CO APCD on behalf of the Colorado Department of Health Care Policy and Financing (HCPF) and does not own the APCD or the data therein.
- Do not refer to CIVHC’s CO APCD, or CIVHC’s database, or CIVHC’s data. The data is always from the CO APCD.

If you have additional questions related to citations, please contact your client representative.