



**Joint Initiative on SDO Global Health Informatics Standardization  
Joint Working Group (WG9)**

Meeting Minutes

Meeting 2  
Dublin, Ireland  
2 October 2007

<b>CEN Co-Chair</b>	<b>HL7 Co-Chair</b>	<b>ISO Co-Chair</b>	<b>Secretariat</b>
Melvin Reynolds	Charles Jaffe	Don Newsham	Elizabeth Hanley
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## **Attendance**

<b>Country</b>	<b>Name</b>
Australia	Sam Heard
Australia	Elizabeth Hanley
Canada	Don Newsham
Canada	Grant Gillis
Denmark	Frederik Endsleff
France	Francois Mennerat
France	Alice Rideau
France	Karima Bourguard
France	Magnus Fogelberg
France	Jean-Luc Bernard
Germany	Bernd Blobel
Italy	Pier Angelo Sottile
Korea	Yun Sik Kwak
The Netherlands	William Goossen
The Netherlands	Shirin Golyardi
The Netherlands	Luuc Posthumus
The Netherlands	Femke Boomsma
The Netherlands	Kees Molenaar
Norway	Edgar Gluck
Sweden	Ragnar Nordberg
Sweden	Maria Areblad
Sweden	Hakan Nordgrun
Sweden	Bjorn-Erik Erlandsson
Sweden	Git Eliasson
Sweden	Daniel Karlsson
Sweden	Karl-Henrik Lundell
United Kingdom	Dipak Kalra
United Kingdom	Colin Nolin
United Kingdom	Melvin Reynolds
United Kingdom	Stephen Kay
United Kingdom	Julie James
United Kingdom	Charlie McCay

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United States	Mark Shafarman
United States	Charles Jaffe
United States	Ed Hammond
United States	Audrey Dickerson

## 1 Welcome and Introductions

Don Newsham, and Melvin Reynolds, welcomed attendees to the second meeting of the Joint Working Group (JWG).

Don Newsham stated that the JWG is in the early stages of building collaboration and co-operation, undertaking facilitation to identify work to be done, and assessing opportunities and issues. This meeting would not delve into content of work items. Melvin Reynolds stated that the success of the JWG will lie in facilitation of groups of experts; identifying issues, potential confusions and gaps to be taken back to SDOs for advice; identifying who will clarify these matters; and facilitating expeditious delivery of standards, given the existing work load. Ed Hammond stated that the JWG should identify a process to permit the identification of gaps in standards.

## 2 Opening of the Meeting

### a) Apologies

Richard Dixon Hughes, Jeremy Thorp

### b) Agenda review

The following changes were made to the agenda: Terms of Reference moved to Item 3; and the items on awareness building and review/ identification of needs and issues were swapped (under item on ISO/ CEN / HL7 Work Program Harmonization). The agenda was then confirmed.

c) Confirmation of the minutes from JWG Meeting 1 – Brisbane.  
The minutes of JWG Meeting 1 were accepted.

## 3 Joint Working Group Terms of Reference

Don Newsham presented the Joint Working Group's Terms of Reference and noted that these were taken from the Charter, version 8, which was confirmed at the first JWG meeting held in August 2007.

**Action 2.1:** JWG Secretariat to distribute Terms of Reference to working group members.

## 4 ISO / CEN / HL7 Work Program Harmonization

- a) Integrated work program (summary / status of collected work programs to date)
  - 1. ISO Work Program (follow-up from Brisbane to do)

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Audrey Dickerson reported that the updated ISO TC 215 work program and the Joint Initiative Charter, version 8, will be circulated shortly.

2. CEN Work Program

i. additional information gathering / review at CEN Dublin meeting  
The current CEN/TC 251 work program was provided in June by Shirin Golyardi.

3. HL7 Work Program (follow-up from Atlanta to do)

Information on the HL7 work program was provided for the first JWG meeting in August.

Don Newsham presented a proposed Integrated Work Program view (see presentation, slide 5) with work items categorized by name; Standard number; stage; description; and status (unique, common, or joint). Initial thinking has been that preliminary and current work items only would be included.

Those present considered whether this set of information was appropriate for the integrated work program.

Melvin Reynolds noted that the JWG could give guidance on prioritization of work based on stakeholder needs.

It was agreed that a comments column should be added to the integrated work program to indicate for example, that the project is a harmonization project. It was noted, for example, that 13606 EHR Communication, part 1, is a part of the JWG harmonization work program.

Don Newsham noted that the JWG appreciated the assistance of the SDO secretariats and HL7 to enter their work programs information.

**Action 2.2:** The JWG co-chairs to recommend to the Joint Initiative Council (JIC) that secretariats of CEN, ISO and HL7 add their entire work programs into the JWG's integrated work program.

Grant Gillis asked about the timeline for developing an integrated work program, initially for a declaration of each SDO's work program, and then for an analysis of gaps, and challenges and opportunities.

It was agreed that the timeline for development of the integrated work program would be as follows:

1. Summary integrated work program to be completed by 28 February 2008
2. Analysis of integrated work program completed by 30 May 2008
3. Review at May / June 2008 JWG meeting
4. Analysis of opportunities completed by end August 2008
5. Review of opportunities at September 2008 JWG meeting

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Grant Gillis raised his concern that the JIC needs to issue guidance on work already in progress also. Ed Hammond noted that HL7 is reviewing a new work program priority process at an upcoming Board retreat and would have updated work program information by December 2007 (the public health SIG would be a pilot).

- b) Awareness building of work programs in ISO, CEN and HL7  
Don Newsham noted the need to follow appropriate SDO processes for issuing media releases. He further noted the need for the JWG to issue updates on activities and ongoing information for member bodies, convenors and others.

Issues related to communications about the JWG activities, and SDO representation at JWG meetings, were discussed.

It was agreed that the participating SDOs should co-ordinate release of information with their members.

Kees Molenaar stated that it was important to identify who are the standing members of the JWG and how communication occurred to those interested in the JWG. Ed Hammond stated that it was important to have a clear understanding of what the JWG is doing, detailed agendas, and the experts available for JWG meetings.

It was agreed that it is the role of the co-chairs to develop detailed agendas and to identify Convenors of ISO, HL7 and CEN working groups, and other experts, required for agenda topics scheduled at each JWG meeting.

It was agreed that the JWG Secretariat should prepare the general invitation for distribution by SDO secretaries, and that an invitation to those experts identified by co-chairs should be distributed by the JWG Secretariat.

It was agreed that there should be an update on progress and JWG processes at each of the SDO's working group meetings.

- c) Review / identification of harmonization needs and issues  
A number of opportunities and issues have been raised since the first JWG meeting in Brisbane, and the JWG Secretariat has created a log to record these. Those present discussed the log, version 1 (see presentation, slides 13 – 16).

The following matters were raised with respect to issues raised in the log:

- Different procedures for balloting exist - countries vote in CEN and ISO ballots as a national member body, and members may vote in HL7 ballots as individuals. The “identification of ballot pool” will be added to issue 1.
- Processes should be defined for cases where the three SDO's develop a standard jointly. Requirements will include an agreed lead, co-ordinated document generation, balloting and comment resolution.
- 13606 EHR Communication, part 1 and CDA should be included as an item in the log.

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- Pathways for projects going from ISO to HL7 need to be discussed, for example, Medication and pharmacy work items lead by ISO TC 215 WG 6 under the Vienna Agreement, have been brought to the HL7 Pharmacy SIG for expert comment.
- Accommodating joint work in already extensive work programs is an issue, for example, accommodating ISO work in the HL7 work program and balloting cycles.

It was noted that issues should be prioritized for each meeting to ensure urgent matters are dealt with.

Members and representatives of SDOs are invited to submit issues and opportunities for consideration at future JWG meetings.

**Action 2.3:** The JWG to request the Joint Initiative Council to review and revise the ISO/HL7 partnership agreement to accommodate joint standards projects and, if required, a pathway to establish joint work and identify technical lead.

**Action 2.4:** The JWG to request the Joint Initiative Council to consider issue 3 – relevance of outcome of joint standards work – and potentially identify task force.

## 5 JWG Work Program (Potential, Current, Complete)

### a) 13606 EHR Communication

Dr Kwak reported that there is a particular issue with 13606, part 1, coming out for ISO FDIS ballot soon, in that member bodies who returned negative votes at the DIS ballot, may retain their negative vote if the document is unchanged or previous positive votes may be changed to negative. Therefore an effort is needed to converge differences with work going on in parallel in ISO and HL7.

Mark Shafarman suggested that a note in the Introduction to the ISO FDIS document be included to the effect that this is a preliminary solution and that harmonization in this area is still underway, however, this was not generally supported.

It was noted by Kees Molenaar that 13606, part 1, is now an EN.

Dipak Kalra reported that efforts have been made to align 13606 part 1 with CDA Release 2, and that an interoperability mapping between the two documents has been done. He further noted that there was little comment on part 1 at DIS and that the FDIS is the same document as the EN.

It was agreed that a briefing note to accompany the 13606, part 1, ISO FDIS ballot would be provided to inform member bodies about the future harmonization approach in a number of standards projects.

It was agreed that the briefing note should be distributed on behalf of the JWG co-chairs by SDO Secretariats to their member bodies.

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**Action 2.5:** Mark Shafarman, Dipak Kalra, Bernd Blobel and Charlie McCay to draft briefing note on future harmonization approaches to accompany the ISO FDIS ballot for 13606, part 1. Don Newsham and Melvin Reynolds to add a covering email note for distribution by Audrey Dickerson, with the FDIS ballot for 13606, part 1, with both briefing note and email to be completed by 31 October 2007.

b) Data Types

It was reported that Tom Marley is documenting the lessons learned in the data types project and will provide this to the JWG.

c) Patient and medication safety standards

Julie James of the HL7 Pharmacy SIG noted that she was particularly interested in the harmonization of medication work items and a workable joint process. The SIG has an extensive work program, and limited time for new work, and balloting cycles, are seen as key issues. Julie stated that it is necessary to maintain the support of the working groups.

d) Care Information Models (for clinical statements)

**Action 2.6:** Table report from the Care Information Model group for discussion at a future JWG meeting

e) Additional arising from HL7 Meeting

A document from Kai Heitman provided by Mark Shafarman regarding CDA release 2 and 13606 harmonization was circulated to the JWG member list prior to the meeting. See discussion at 5 (a). No further discussion occurred under this item.

f) Other (Potential)

i. Personal Health Record (new area)

No action required at this meeting.

ii. Terminologies between medication standards

No action required at this meeting.

iii. Document Registry (ISO/IHE)

Dr Kwak reported that this will be a joint project coming to ISO as a Technical Specification and into IHE as a Technical Report.

No action required at this meeting and the JWG will further track this item for information in future meetings.

iv. Clinical Summary (ISO Technical Report)

No action required at this meeting.

**Action 2.7:** Marion Lyver, Acting Convenor of ISO TC 215 WG 8, to table a report on the health summary record technical report at next meeting of the JWG. Sam Heard and Mark Shafarman to also contact Marion for follow-up, particularly with respect to work on profiles.

g) Standards for potential "retirement"

i. Methodology Framework (out of date?)

No action required at this meeting.

- ii. Other

## 6 Working Group Processes

- a) Review of early draft decision process work (UK)  
Held over
- b) Further process / work / decision requirements  
The template for documentation of processes (see presentation slide 27) was reviewed and the following changes were agreed:
- The column labeled “resolution” will be changed to “recommendation”.
  - Columns for implications, and dates, will be added.

**Action 2.8:** Co-chairs and SDO secretariats to provide information on current standardization processes by 28 February 2008 to the JWG Secretariat

**Action 2.9:** Co-chairs and Secretariats to hold teleconference to discuss recommendations and implications by 30 March 2008.

## 7 Next JWG meetings

Future JWG meetings are:

- a) HL7, San Antonio (JWG members invited to the Ad-Hoc Co-ordination Group meeting on January 13, 2008)
- b) HIMSS, Orlando (23 February, 2008)
- c) ISO / CEN, Goteborg during May / June 2008 (date to be confirmed)
- d) HL7 Meeting, Vancouver in September 2008 (date to be confirmed)

## 8 Other Business

- a) GS1 / ICCBBA  
Held over

- b) European Mandate on Information and Communication Technologies (ICT), applied to e-health

Kees Molenaar reported that the European Commission has issued a mandate (M/403 EN) on ICT for eHealth. The goal of phase 1 is to do a roadmap of existing standards, and to list necessary tasks, with the aim to produce a set of standards and guidelines on e-health interoperability. CEN, CENELEC and ETSI are to establish a co-ordinating mechanism to organise the response to this mandate. Kees Molenaar suggested that the Joint Initiative be used as the co-ordination mechanism. He noted the importance of alignment between the mandate and the Joint Initiative for SDO Global Health Informatics Standardization.

The EU Mandate may be a strong opportunity to create the initial “roadmap” of needed standards for e-Health, as discussed in Brisbane and to also have a funding mechanism for that work. The JIC will follow-up after CEN and Kees Molenaar further address the EU Mandate phase 1.

## 9 Actions

**Action 1.1:** Secretariat for Joint Initiative Council to convene a meeting to review comments from the US. **20071002 Completed.**

**Action 1.2:** Secretariat for Joint Initiative Council to distribute the revised Charter to each participating SDO (secretaries) and to post it on the ISO/TC215 website and the Sharepoint. **20071002 Completed.**

**Action 1.3:** Table decision tree for discussion at the next JWG meeting. **20071002 Carried.**

**Action 2.1:** JWG Secretariat to distribute Terms of Reference to Joint Working Group members.

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Attachment 1

**Joint Initiative SDO Global Health Informatics Standardization  
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**Opportunities and Issues Log  
Version 2  
2 October 2007**

<b>Number</b>	<b>Opportunity / Issue</b>	<b>Requirements</b>	<b>Outcome</b> <ul style="list-style-type: none"> <li>• Assigned to JIC</li> <li>• Assigned to Secretariat</li> <li>• Resolved</li> <li>• JWG work program</li> <li>• SDO work program</li> </ul>	<b>Date Considered</b>
1	Balloting <u>same draft standard</u> simultaneously through multiple SDOs	<ul style="list-style-type: none"> <li>• Simultaneous ballot - NWIP and draft</li> <li>• Identification of ballot pool</li> <li>• Maintaining one document</li> <li>• Ensuring a consistent format (template)</li> <li>• Version control for drafts</li> <li>• Co-ordination of the collation of comment</li> <li>• Review of comments by expert work group with proposed solution</li> <li>• Distribution of comment summary to SDOs</li> <li>• Resolution of comments</li> <li>• Access to</li> </ul>	Assigned to Secretariat to develop draft guidelines for JIC review and follow-up	20071002

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		documents (website)		
2	Pathway for project work coming from ISO to HL7	<ul style="list-style-type: none"> <li>• Resolution of issue 1</li> <li>• Identify process for project adoption and intent</li> </ul>	Assigned to JIC to further review (agreements) and resolve	20071002
3	Outcome is relevant for joint standards work of ISO, CEN and HL7	<ul style="list-style-type: none"> <li>• Market and vendor and other relevant stakeholders relevance of standard</li> </ul>	Assigned to JIC to consider and potentially identify task force	20071002
4	Governance for archetypes / clinical information models	<ul style="list-style-type: none"> <li>• Avoid duplication</li> <li>• Repository for archetypes</li> <li>• Common archetype / constraint language</li> </ul>	Revisit at future meeting (watching brief)	20071002
5	Implementation guide for HISA	<ul style="list-style-type: none"> <li>• Availability of use cases (see 10)</li> <li>• Identify global versus member / country decision points eg terminology</li> </ul>	Revisit at future meeting (dependant upon further ISO and CEN work / ballot results on HISA)	
6	Relationship of ICH work in ISO WG 6 with HL7	<ul style="list-style-type: none"> <li>• Clarify timeframe for the ISO WG6 work items</li> </ul>	Assigned to JIC to resolve	20071002
7	13606, part 1, and CDA R2 – is there technical coherence between these standards?	<ul style="list-style-type: none"> <li>• Process issues – see 1 and 2</li> <li>• Market and vendor relevance issues – see 3</li> <li>• Coherence issues - Identify areas of alignment / overlap/</li> </ul>	Assigned to expert group to draft accompanying brief document and email for ISO FDIS ballot	20071002

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		difference		
8	How to advance common work effectively across all participating SDOs	<ul style="list-style-type: none"> <li>• Resolve work progress and representation issues eg HL7 participants in ISO – do they represent NMBs or HL7?</li> <li>• Timely standards development work</li> <li>• Identify lead SDO for projects done jointly?</li> <li>• Resolve IP issues</li> </ul>	See 1 ie add points to 1	20071002
9	Resourcing to support JWG roadmap / 3 year work program	<ul style="list-style-type: none"> <li>• Identify if national /? programs will fund projects</li> </ul>	See other business 8 (b)	20071002
10	Library of use cases	<ul style="list-style-type: none"> <li>• Identify national versus international uses cases</li> <li>• Identify starting set of use cases eg HL7 EHR Functional Model, HISA</li> </ul>	Revisit at future meeting	
11	Communication about the Joint Initiative's role and work program	<ul style="list-style-type: none"> <li>• Pathway for stakeholder liaison / engagement</li> <li>• Website</li> </ul>	Assigned to Secretariat  Standards Australia to investigate	20071002
12	Transparency of JWG decision making	<ul style="list-style-type: none"> <li>• Document decision process and outcomes</li> </ul>	Follow-up communications about 1,2 and 8	20071002
13	Three-way joint SDO projects eg archetypes, HISA	<ul style="list-style-type: none"> <li>• Identify lead</li> <li>• Maintaining one document</li> </ul>	Assigned to Secretariat to identify process	20071002

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		<ul style="list-style-type: none"><li>• Co-ordination of the collation of comment</li><li>• Co-ordination of balloting</li></ul>	and options for JWG and JIC consideration subsequent to work on 1, 2 and 8.	
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