

PDF Healthcare Core Team Meeting

Meeting Minutes

John Colang

May 14, 2007

Call Logistics:

Monday May 14, 2007

2:00 PM EST 11:00 AM PST

Phone Conference - 1-888-7428686 1-303-9282603

Conf ID# 5991077

- introductions and Welcome – Mel Warfel (Rick Benoit out on Travel) Roll call – Betsy Fanning, John Colang joined a few minutes late
- Approval of Agenda - All
- Approval of Minutes – All
- TERP Sessions
 - Session I – Review presentation – Tom Eberle
 - Session II
 - Review Demo – Lory Wood
 - Overview – Steven Waldren
- Ballot Response Update – Betsy Fanning/Steven Waldren
 - ASTM Ballot
 - Implementation Guide approval strategy
- Old Business
- New Business
 - Intel hosted dinner @ TEPR – Tom Eberle
 - HL 7 new member requests update – Betsy Fanning
- Next Steps and Summary

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Meeting Minutes May 14, , 2007

Committee Chairs:

Technical Team	John Colang/Steve Waldron
PM Group	Rick Benoit/Betsy Fanning/Mel Warfel
Security Team	John Calder
Marketing Team	Rick Benoit/David Kibbe
Authoring Team	John Colang

Attendees: Name

Email

Present

Will Abbott (CVS Pharmacy)	JWAbbott@cvs.com	
Ari Alpert (Mass Medical)	aalpert@mms.org	X
Dr. Ashwani Dhar (Next Gen)	adhar@nextgen.com	X
Scott Barclay (CVS Pharmacy)	sabarclay@CVS.com	
Rick Benoit (Intel)	richard.d.benoit@intel.com	
Edmond Billings (Voice of the Physician)	edmund@voiceofthephysician.com	X
John Calder (Generator)	john@generatorllc.com	X
Nainil Chheda (eClinicalWorks)	nainil.c@eclinicalworks.com	
John Colang (Intel)	john.e.colang@intel.com	X
Ken P. Caskenette	kenc@medirexsys.com	X
Ebony Downtin (AIIM)	edowntin@aiim.org	X
Tom Eberle (Intel)	thomas.m.eberle@intel.com	X
Betsy Fanning (AIIM)	bfanning@aiim.org	X
Adrian Gropper (MedCommons)	agropper@medcommons.net	X
Juanita Hickman	juanitah@ascentpartners.biz	
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Ken Miller	ken.miller@solventus.com	
Jeff Morrill (PointnClick)	Jmorrill@pointnclick.com	
Indu Subaiya	Indu.subaiya@gmail.com	
Joseph Schneider (AAP)	drjoes@pol.net	
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Dan Smith	ASTM	X
Dana Stone (Independent)	danastone9@msn.com	X
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David Tan (PointNClick)	dt@pointnclick.com	
Mike Toomey (MEDecisions)	michael.toomey@medecision.com	X
Steve Waldren (AAFP)	swaldren@aafp.org	X
Bill Walton	bill.walton@yourtimematters.com	
Melonie Warfel (Adobe)	mel@adobe.com	X
Lory Wood (Good Health Network)	Wood@ghnet.us	
Terry Zagar (Northrop Grumman)	terry.zagar@ngc.com	

Meeting Minutes and Agenda: David Kibbe entered a motion to approve the agenda, Ken Caskenette issued a motion to approve the minutes and the previous agenda.

Mel Warfel began the meeting with a de-briefing of the upcoming (Toward an Electronic Patient Record meeting (aka: TEPR). Tom Eberle gave an update regarding the current status of TEPR panel discussion.

The first presentation will be a panel, Tom Eberle will start with an overview of what the PDF for healthcare project is. Edmund Billings has agreed to create some slides to document some clinically relevant use cases. Tom has had some requests for questions of the panelists regarding utility of the PDF with the clinical uses. There will be a 15-30 minute Q&A session at the end of the panel discussion, it is hoped that this is an engaging discussion. Tom Eberle is working on his presentation and he will send to Mel Warfel to check before it is finalized. Mel Warfel will make sure everyone on the Marketing Sub-Committee will get a copy of the slides by the later part of this week so folks can see what will be presented at TEPR.

Steve Waldren gave an update regarding what will take place at session II. Lory Wood will be demonstrating workflow, formatting, display, security issues, and XFA. Demographics, insurance information, social history, etc, She will import some data into the PDF, make changes to the form and export to an XML file, she will also show how you can attach other files to the PDF. Interoperability will be demonstrated. She will attach a JPEG image. Folks are invited to attend the dry run of the demonstration. Please bear in mind that this presentation is primarily of the Marketing Sub-Committee folks so if you're not on that team please keep your questions to a minimum to allow Lory to get through the entire demonstration. The details are:

[Thursday May 17, 2007](#)

[11:30 AM EST 8:30 AM PST](#)

[Phone Conference - 1-888-7428686 1-303-9282600 Conf ID# 5991077](#)

WedEx details to follow from Lory. Please attend if your schedule allows.

There are no plans for a formal F2F meetings planned for TEPR. However, we are planning a "meet and greet" evening out for those who may want to attend. Tom Eberle will send a note out to the list serv regarding the Intel dinner. This is only open for PDF core team members.

Betsy Fanning gave an update on the ASTM ballot. Per the ASTM procedures we have an opportunity to provide documentation to the objectors with regard to their feedback to the Best Practice Guide. The PDF for healthcare team are working through their comments. Betsy Fanning has collated the feedback and will send it back to ASTM once she closes some gap areas. Dan Smith and Steve Waldren will take this feedback to the ASTM objectors. They will then have a chance to review our feedback.

Some members of the AIIM standard board have withdrawn their approval ballots pending resolution with ASTM. In regard to the IG, (Betsy Fanning stated) in the past we operated under the assumption that this would be an abbreviated approval procedure. However, it has come to light that the IG would have to go through the same voting process that we just experienced. Since the BPG is a dual document (AIIM/ASTM document) it had to go through both processes.

This means that we are more than likely going to have the same comments that were levied against the BPG levied against the IG. One way to speed up the document is to publish it solely as an AIIM document. Betsy Fanning asked the membership if they would approve a lighter process and have it be simply an AIIM document? The core team responded that they would be agreeable to publishing the IG as an AIIM only document with an acknowledgment made in the forward to ASTM. Betsy Fanning suggested adding a forward acknowledging ASTM's participants. The IG would be an AIIM IG with an attribution statement put into the forward of the IG, acknowledging the ASTM E-31 committee for their assistance in developing the IG.

Melonie Warfel asked Dan Smith (ASTM) about referencing proprietary products. Dan Smith replied that there are procedures in place to handle this. For example, the CCR implementation guide is written in a generic sense with no reference made to specific products. In Summary:

- The IG will only be balloted by the PDF for healthcare committee
- The AIIM standard board will review the document (from a non-ballot perspective)
- Publish under the Auspices of AIIM and not AIIM and ASTM

Betsy suggested that we include other vendor offerings in the guide. Some folks may be using open source generation tools.

Intel mentioned that they will host a TEPR dinner. Looking for an accurate count regarding who can join. Melonie reminded people to think about attending the dinner. Unfortunately the invitation is open to PDF members only and not significant others.

IG Update: John Colang reported that he and Anatole are working on cleaning up the format and content and will be embellishing the PDF features section using the physician's clinical use cases that Tom Eberle and others coordinated. He hopes to have a copy ready for peer review by the committee by end of the month.

To more easily access the PDF Healthcare web page, please use www.aiim.org/pdfhealthcare.

[Here is some information regarding the TEPR workshop:](#)

The 23rd Annual TEPR - Towards the Electronic Patient Record -- Conference & Exhibition will take place May 19-23, 2007 in the Dallas Convention Center, Dallas, Texas. Dallas' slogan is "Live Large. Think Big," and planning is underway to make TEPR 2007 the biggest and best TEPR ever.

[Here is some information regarding the CCR workshop the day before the TEPR workshop:](#)

David Kibbe targeted the workshop for Sunday, May 20th from 8 to 4 pm, They are expecting up to 100 people. Entire day cost is \$395; participants will get a copy of all materials and the CCR standard.

<http://www.medrecinst.com/conference/tepr/index.asp>

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Summary and Next Steps:
High Level Milestones & Timelines Remaining
Outstanding Tasks

Complete TEPR Demonstration	Lory Wood	Pending
Complete review of ASTM BPG objections and collate responses	Betsy Fanning and Dan Smith	Pending
Complete Rev 2.0 of the IG	John Colang and Anatole M.	Pending (Hoping for end of month completion date)
Submit IG for general membership peer review	John C. and Anatole M.	Early June 2007

