



Document Number: HITSP 06 N 126

Date: November 10, 2006

**HEALTHCARE INFORMATION TECHNOLOGY
STANDARDS PANEL (HITSP) Board of Directors**

DRAFT AGENDA

Monday, November 20, 2006

Location: Teleconference

Meeting: 11:00 am – 1:00 pm/ET

Dial-in access available at 1-800-393-0640 or
1-719-867-3400

Participant Code: 986749

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|------------|---|----------------------|
| 1.0 | Opening of Meeting & Remarks by Chairman
11:00AM-11:05AM | Dr. John Halamka |
| | Dr. Halamka will open the meeting and provide brief remarks about the teleconference agenda. | |
| 2.0 | Introduction of Board Members and Observers
11:05AM – 11:15AM | All |
| | The Secretariat will take roll call of the members and request that observers introduce themselves. | |
| 3.0 | Approval of Draft Agenda
11:15AM – 11:20AM
DOCUMENT: HITSP 06 N 126 | Ms. Michelle Deane |
| 4.0 | Report from the Harmonization Readiness Committee
11:20AM – 11:50PM
DOCUMENT: HITSP 06 N XX | Ms. Lynne Gilbertson |
| | Ms. Gilbertson will provide a brief report on the development of the Foundations committee proposed terms of reference. An update of the request to the technical committees for feedback on the Tier 2 criteria will also be provided. | |

- 5.0 Approval of the CCHIT/HITSP Joint Working Group** Dr. John Halamka
11:50AM – 12:20PM
DOCUMENT: HITSP 06 N 123

It was agreed by the Board and Panel, that HITSP is to establish a joint working group with CCHIT to ensure that HITSP and CCHIT work is coordinated so that the goals of the ONC/HHS contracts are achieved as efficiently as possible. Candidates for this group were requested to submit their name for consideration by November 3rd (HITSP 06 N 123). There are four slots for appointees on the working group from the HITSP side. More candidates submitted their willingness to serve on this committee than there are slots. Therefore the HITSP Chairman is proposing a working group internal to HITSP be created and four members, chosen by the HITSP Chair, will serve as external delegates to the Joint Working Group. The Board will be requested to approve this HITSP working group, which will provide advice and information to the external delegation.

- 6.0 Report on CCD progress** Dr. John Halamka
12:20PM – 12:50PM
DOCUMENT: HITSP 06 N XX

Dr. John Halamka will provide a brief report on the progress of CCD. CCD is a joint effort of ASTM and HL7 to place Continuity of Care Record clinical data in an HL7 Clinical Document Architecture format. The HITSP Panel endorsed the CCD as the harmonized format for exchange of demographics, medications and allergies.

- 7.0 Upcoming 2006/2007 HITSP Board meetings** Ms. Michelle Deane
12:50PM – 1:00PM

The Board will be requested to agree upon future Board dates if necessary.

NOTE: Next HITSP Panel teleconference is scheduled for Monday, December 4, 2006 from 12PM-2PM/ET.

- 8.0 Adjournment** Dr. John Halamka
1:00 pm