



**MINUTES**  
**IHTSDO-WHO INTERIM HARMONISATION PANEL**  
**Monday 6th October 2008 21.30 CPH [20.30 BST]**

**Attendees**

Penny Allbon  
James Campbell  
Chris Chute  
Karen Gibson  
Marjorie Greenberg  
Marcelline Harris  
Mea Renahan (WHO-FIC observer)  
Martin Severs  
Kent Spackman  
Bedirhan Ustun  
Andrew Wiesenthal  
Jennifer Zelmer

*Note: These minutes represent a record of discussions from participants in an interim Harmonization Panel. The official panel members will be confirmed when both WHO and IHTSDO have identified their representatives on the panel and a Chair has been selected.*

**1. Minutes of the Last Meeting**

The minutes of the last meeting (September 8, 2008) were approved.

**ACTION**

J. Zelmer to post the approved minutes to the on-line distribution centre. As agreed on the July 2008 conference call, WHO and IHTSDO may distribute the approved minutes (e.g. through website posting).

**2. Action Tracking**

Participants reviewed the actions from the last meeting. It was noted that:

- The Terminology Reference Group would be meeting on October 28<sup>th</sup>. Lars Berg will be making a presentation at that time and will have approximately 1 hour on the agenda for the meeting.
- J. Campbell and the Mapping SIG have developed technical documentation which is posted on the IHTSDO Collaborative Site and has also been circulated as part of the package for the WHO FIC meetings. J. Campbell will also circulate to the Interim Harmonization Panel.
- M. Severs to draft a common synopsis of the status of the harmonization process that could be made available to participants at both meetings. The draft will be sent to B. Ustun shortly for review.



- Other outstanding action items from the last meeting (e.g. regarding licensing) were on the agenda for this meeting so were not discussed in detail as part of this agenda item.

#### **ACTION**

- J. Campbell to circulate a copy of the technical report and related documentation to the Interim Harmonization Panel, either by posting directly to the web-based distribution centre or by sending to J. Zelmer for posting.
- M. Severs to draft a common synopsis of the status of the harmonization process that could be made available to participants at both meetings. The draft will be sent to B. Ustun shortly for review.

#### **3. SNOMED CT-ICD-10 Mapping: Draft Business Plan**

M. Severs and P. Allbon introduced the Draft Business Plan on which they have been working, noting that this document should be considered an early draft version. Participants on the call thanked M. Severs and P. Allbon for their efforts in assembling the draft document.

In discussions on the call,

- It was clarified that the Draft Business Plan is intended to serve as an Appendix to the overall Harmonization Agreement and work on SNOMED CT-ICD-10 mapping would take place within that framework.
- B. Ustun noted that the layout for the mapping project is welcome and helpful. He also noted that it would be useful for WHO FIC members to review this material more broadly at the upcoming meeting in India later in October.
- B. Ustun and C. Chute also suggested that some of the principles established here may be useful in other projects that may take place subsequently under the harmonization agreement (e.g. with respect to ICD-11 development). It was noted that the overall framework in the harmonization agreement is key, but it may be helpful to have a call to explore any technical issues related to needs in this regard between C. Chute, B. Ustun, K. Spackman, and J. Zelmer. This may provide information that will be useful in development of a future Appendix to the Agreement, particularly when the third priority suggested by the WHO FIC Network (i.e. ICD-11) is reached.

The group then reviewed each of the projects in Annex 1 of the Draft Business Plan.

*Project A: Mapping Process and Release Specification:* J. Campbell noted that the expectation is that work on the Mapping Process and Release Specification should be complete by the end of the year. He clarified that the mapping work involves ICD-10 2<sup>nd</sup> edition, not ICD-9.

*Project B/C: Mapping Tool Requirement Specification and Tool Procurement:* M. Severs clarified that Project B is complete. With respect to Project C, a procurement process based on an RFP is currently underway. Decisions are expected by November.



*Project D: Education and Training:* This project involves education and training support to ensure that effective participation and progress can be made. B. Ustun asked M. Greenberg/M. Harris/P. Allbon to nominate someone to lead this process. P. Allbon noted that it may be useful to have someone in a leadership role for this project who has been involved in earlier components of mapping project. M. Greenberg suggested that this could be usefully added to the agenda for the Terminology Reference Group in India.

*Project E: Map Production:* Prototyping work is currently underway, with a request currently out to countries to participate in this process. The group anticipates starting work on a production-level map early next year, with a focus on priority areas as determined by participating countries. This will likely have to be a staged and iterative process.

It was noted that the current Special Interest Group is open to all interested participants and members of both the WHO FIC and IHTSDO communities have been invited to participate. It was suggested that it would be helpful if WHO FIC participation could be formalized as soon as possible to ensure appropriate engagement in the process. Members of the IHTSDO Management Board on the call confirmed that it was the original intent, and welcomed the opportunity, to *officially* make this a joint effort through a Joint Working Group operating under the auspices of the Harmonization Panel.

M. Severs suggested that J. Campbell, J. Zelmer, B. Ustun, and a technical expert from WHO FIC would have a follow-up call to explore how this portion of the project could be progressed in terms of resourcing and other requirements and sources. M. Renahan and others noted that it would be helpful to consult with those who have experience in developing similar maps, and A. Wiesenthal offered to facilitate the participation of experts from Kaiser Permanente.

*Project F: Testing:* The concept of this element of the project is to leverage similar testing efforts that have been previously undertaken by the statistical and other communities, as previously suggested by R. Madden. It has been suggested that WHO FIC nominate someone to coordinate this process, possibly through a process involving the Terminology Reference Group, preferably from a WHO-FIC Collaborating Centre who has experience with similar type of work or an active commitment to this type of work.

*Project G: Approval:* M. Severs and M. Greenberg to schedule a call to draft a document regarding potential processes for approvals for consideration by the Interim Harmonization Panel.

*Project H: Maintenance:* It was agreed that this was not on the critical path and so discussion of this particular item could be postponed until early 2009.

*Project I: Accreditation:* B. Ustun asked that this work be postponed until 2009.

*Project H: The Next Stage Business Plan:* It was agreed that this was not on the critical path and so discussion of this particular item could be postponed until 2009.



With reference to Annex 4 of the Draft Business Plan, B. Ustun asked for clarification regarding how the draft owners and ‘license holders’ were identified by P. Allbon and B. Ustun. The authors clarified that this was intended only as an illustrative draft to generate feedback and comment and was not a definitive list. K. Gibson also suggested that we might change some of the preamble to this Annex. While it was noted that there were no immediate negative reactions to the specifics in the table, M. Greenberg suggested that illustrative examples of organizations as owners and license holders should not be included in the version of this document that is circulated to stakeholders prior to the October meetings.

P. Allbon agreed to explore whether or not she is able to participate in the Technical Reference Group in New Delhi for the discussion related to the draft Business Plan.

### **ACTION**

B. Ustun/C. Chute to ensure that the draft Business Plan is shared with appropriate WHO FIC stakeholders.

IHTSDO to explore the opportunity to hold a brief call between C. Chute, B. Ustun, K. Spackman, and J. Zelmer regarding any technical issues that may inform discussions regarding use of terminologies and classifications in future business plans under the Agreement.

B. Ustun, in consultation with S. Kim/M. Harris as co-chairs of the WHO FIC Terminology Reference Group, to formalize WHO FIC participation in the Joint Working Group at the upcoming meetings in October in New Delhi.

M. Greenberg/B. Ustun to report positively on the process and progress being made at the opening meetings (prior to the Terminology Reference Groups) at the upcoming meetings in October in New Delhi.

B. Ustun to identify an additional person from the WHO FIC perspective to participate in a call regarding the process for Map Production. In support of this effort, P. Allbon to speak with R. Madden to determine if he would be willing to participate in this capacity. Once this individual is identified, J. Zelmer to convene a call to discuss the progress of the map production process.

M. Severs and M. Greenberg to schedule a call to draft a document regarding potential processes for approvals for consideration by the Interim Harmonization Panel.

M. Severs and P. Allbon to update the draft Business Plan document for circulation to the group for sharing with stakeholders at the WHO FIC meetings in India and the IHTSDO meetings in Denmark in October.



#### **4. Update on Harmonization Agreement**

B. Ustun indicated that there had been a meeting within WHO between the relevant program area, lawyers, and WHO Press. B. Ustun has asked the lawyers to have a draft available by October 25<sup>th</sup> and it was indicated that this would be feasible. B. Ustun will share this draft with members of the Interim Harmonization Panel as soon as it is available.

B. Ustun has also issued a call to WHO FIC Members for nominations for representatives for the Harmonization Panel. The same pool of names may be used to identify potential representatives for the Joint Working Group.

#### **ACTION**

B. Ustun will circulate the draft Harmonization Agreement as soon as it is received from the WHO lawyers.

#### **5. Update on Electronic Copy of ICD-10**

B. Ustun noted that organization-to-organization sharing of the electronic copy of ICD-10 is complicated from the WHO perspective, pending the Harmonization Agreement.

In the mean time, B. Ustun has circulated a copy of the XML version of ICD-10 on an individual basis to members of the Interim Harmonization Panel. B. Ustun indicated that members of the Interim Harmonization Panel did not need to sign the accompanying terms of reference but asked M. Severs and J. Zelmer to review the document and provide any comments.

J. Campbell noted that his intention was to trial this by loading the XML version onto a tooling environment for initial mapping purposes. B. Ustun indicated that this was an acceptable use of the file and could generate very helpful information for WHO.

#### **ACTION**

M. Severs and J. Zelmer to review the draft terms of reference circulated by B. Ustun with the XML version of ICD-10 and provide comments to B. Ustun.

#### **6. Process for Naming Harmonization Panel**

B. Ustun noted that he had circulated a call for nominations to the WHO FIC community. The intent would be to review those nominations and then forward a proposed list of members to WHO executives for their consideration and approval.

B. Ustun and M. Severs noted that the IHTSDO nomination process was well advanced and would include those already serving on the Interim Harmonization Panel.

It was noted that official nominations (perhaps 6 per organization) should also come forward for the Joint Working Group. It was agreed that to ensure effective working, in most cases, those coordinating projects (as per Annex 1) should also be participating on the Joint Working Group. In the case of IHTSDO, J. Campbell and J. Zelmer will discuss potential



**World Health  
Organization**

INTERNATIONAL HEALTH TERMINOLOGY  
STANDARDS DEVELOPMENT ORGANISATION



nominations and work with the IHTSDO Management Board to confirm. WHO FIC will confirm its process for identifying representatives for the Joint Working Group.

B. Ustun noted that his expectation was that the official Harmonization Panel would be established and meeting by January 2009.

**ACTION**

B. Ustun and M. Severs to confirm members of the Harmonization Panel and official representatives to the Joint Working Group.