



MINUTES
IHTSDO-WHO INTERIM HARMONISATION PANEL
Tuesday January 13, 2009 at 20.30 CPH

Attendees

Lene Asholm
James Campbell (last portion of call)
Chris Chute
Karen Gibson
Marjorie Greenberg
Mea Renahan (WHO-FIC observer)
Julie Roediger
Martin Severs
Kent Spackman (last portion of call)
Bedirhan Ustun
Andrew Wiesenthal (first portion of call)
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 (October 2008) were approved.

ACTION

J. Zelmer to remove the “draft” notation and post the minutes to the on-line distribution centre.

As agreed on the July 2008 conference call, WHO and IHTSDO may distribute the approved minutes to their respective communities (e.g. through website posting).

2. Action Tracking

Participants noted the action tracking table that had been distributed with the minutes of the last meeting. A number of specific actions were to be addressed elsewhere in the agenda or were discussed at the end of the call under “any other business”. For the remainder, participants agreed to review the action items and update the status of actions assigned to them either directly on the on-line distribution centre or by emailing J. Zelmer.

ACTION

All to review and update the status of actions for which they are responsible.

J. Zelmer to send M. Greenberg a list of outstanding action items.



3. Harmonization Agreement

B. Ustun indicated that since September 2008, WHO staff have been in consultation with WHO lawyers, WHO press, and WHO partnership programs based on the draft harmonization agreement that was developed by the Interim Panel. This consultation has now concluded and they are preparing a revised draft harmonization agreement in the form of a letter. This letter will be signed by the WHO Assistant Director General and be suitable for co-signing by the IHTSDO Management Board Chair and CEO. A draft of the letter will be circulated to members of the Interim Harmonization Panel by the end of February to allow for consideration by the Interim Panel in early March (see item 7 below).

B. Ustun indicated that he expected that the letter could be finalized by both parties in sufficient time to allow for a first meeting of the Harmonization Panel either at the IHTSDO meetings in Denmark in April (April 1-5, 2009) or in conjunction with meetings in Geneva planned by WHO for the week of April 20th. It was noted that in order to make this possible, finalization of the agreement would be needed to occur sufficiently far in advance to enable Panel members to make travel arrangements.

ACTION

B. Ustun to distribute a draft letter to form the basis of a harmonization agreement to the Interim Harmonization Panel by the end of February.

4. Update on Sharing Electronic Copy of ICD-10 for Non-Research Use

M. Severs thanked B. Ustun for sharing a copy of the generic license that had been developed by WHO for researchers using ICD-10. He noted that this form of license was not appropriate for a joint project of the type that WHO and IHTSDO were embarking on as it was not consistent with the principles for collaborative work that had been previously agreed, did not allow for use outside of a research context (e.g. by those wishing to use the mappings in support of administrative or statistical purposes in a health system), and the draft that was shared was also internally inconsistent (e.g. in terms of the scope covered). Participants on the call agreed that it would be helpful to share a copy of the generic license with members of the Interim Harmonization Panel.

ACTION

M. Severs to share a copy of the generic license, as well as feedback on the fit between the generic license and the types of work that will be undertaken under the auspices of the Panel, with the Interim Harmonization Panel.

B. Ustun to consult with WHO copyright lawyers regarding how to address these issues in order to meet the needs of those who wish to develop and use maps with ICD-10. B. Ustun will then facilitate direct contact between the WHO copyright lawyers and IHTSDO.

5. Process for Naming Harmonization Panel

B. Ustun indicated that WHO had received 22 candidates for the Harmonization Panel and/or associated groups. They have shortlisted 8 candidates for the Harmonization Panel and will



provide a list with the final 6 to IHTSDO with the draft harmonization agreement letter by the end of February.

M. Severs indicated that members appointed by the IHTSDO to the Interim Panel would also serve on the Panel. He also noted that he has approached several individuals regarding being candidates for the Chair of the Panel and has received positive response on an in principle basis, but all indicated that they needed to see the harmonization agreement (and implicitly the terms of reference for the panel) first before agreeing to have their names go forward for this position.

ACTION

B. Ustun to advise IHTSDO regarding WHO's nominees for the Harmonization Panel.

6. Documents Circulated by the Mapping SIG

Members of the Interim Harmonization Panel also reviewed two documents circulated by the Mapping SIG for this meeting (*ICD-10 Draft Documentation Development and Guidance on the Preparation of Terminology/Classification Map Development Personnel*). Several members of the Panel commented on the high quality of the documents and the extensive work that had been completed by the Mapping SIG.

At a conceptual level, it was noted that there needed to be a process for those involved in technical mapping work to identify and resolve tricky conceptual issues (e.g. national differences in the definition of "adult"), including escalation to the Harmonization Panel where required. This was also the case for issues identified in the course of mapping with the source or target terminology/classification. Three specific detailed suggestions were also made:

- Need to correct IHTSDO's name on the first page of the Documentation Development document;
- Desire to see page numbers and version control information added to the documents;
- Need to clarify in future versions of these and other documents whether the intent is to be prescriptive or to provide non-prescriptive guidance.

Panel members were asked to provide any additional comments on the documents to J. Campbell.

ACTION

J. Campbell to convey the Interim Panel's appreciation for work completed to date to the Mapping SIG.

Mapping SIG to recommend an appropriate issue resolution and escalation process consistent with the proposed quality assurance plan.

Mapping SIG to address technical suggestions regarding the documents.



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M. Greenberg will arrange for 2 volunteers from the education group to review the *Guidance on the Preparation of Terminology/Classification Map Development Personnel* document.

Panel members to provide any additional comments on the documents to J. Campbell.

7. Next Meeting

It was agreed that the next meeting of the Interim Harmonization Panel would be on Monday March 2nd at 20:30 Copenhagen time. The following [link](#) provides times in other time zones.¹ The focus would be on reviewing the draft letter of agreement.

¹

<http://www.timeanddate.com/worldclock/fixeditime.html?month=3&day=2&year=2009&hour=20&min=30&sec=0&p1=69>