



MINUTES
IHTSDO-WHO INTERIM HARMONISATION PANEL
Monday 8th September 2008 21.30 CPH [20.30 BST]

Attendees

Penny Allbon (listening only)
Lene Asholm
James Campbell
Chris Chute
Karen Gibson
Marjorie Greenberg
Mea Renahan (WHO-FIC observer)
Martin Severs
Kent Spackman
Bedirhan Ustun (first portion of call)
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 (July 2008) were approved with one amendment:

- The reference to the “WHO FIC Community of Practice” on page 2 should be changed to the “WHO FIC Network”.

ACTION

J. Zelmer to update the minutes with the change noted above and post 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. 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.



3. Electronic Copy of ICD-10

B. Ustun noted that he was ready and willing to share an electronic copy of ICD-10 with members of the interim panel and those engaged in mapping efforts. He noted that the WHO License Officer has not yet approved the terms for wider sharing of the electronic copy of ICD-10 but that a meeting was scheduled for Wednesday, at which time remaining issues should be resolved. The aim was to share a final version of the license agreement with the interim panel by the end of the week. In the mean time, a draft would be sent to J. Campbell, M. Severs, and J. Zelmer for feedback.

ACTION

B. Ustun to share a draft license agreement with J. Campbell, M. Severs, and J. Zelmer for feedback.

B. Ustun to distribute a final version of the license agreement to the interim panel by the end of the week.

4. October WHO FIC and IHTSDO Meetings

It was agreed that the upcoming WHO FIC and IHTSDO meetings provide an excellent opportunity to update and engage a broader community of stakeholders in the work of the interim harmonization panel and working group. To this end, J. Zelmer noted that there would be a meeting of the Mapping Special Interest Group during the IHTSDO meetings and that all were welcome to attend this session. B. Ustun noted that the Terminology Reference Group would be meeting during the WHO FIC Network Meetings in New Delhi. L. Berg intends to participate in this meeting and would be prepared to give an update on the progress of the harmonization and mapping work as part of the discussions.

It was agreed that J. Campbell would prepare a common technical update that could be made available to participants at both meetings. M. Severs and B. Ustun will draft a common synopsis of the status of the harmonization process that could be made available to participants at both meetings.

It was also noted that both organizations expected to be able to confirm final members of the Harmonization Panel following discussions at their respective meetings in October.

ACTION

J. Zelmer to distribute information on the schedule for the IHTSDO meetings to members of the interim harmonization panel.

B. Ustun to confirm timing of meeting of Terminology Reference Group in New Delhi and distribute information to members of the interim harmonization panel.

J. Campbell to prepare a common technical update that could be made available to participants at both meetings.



B. Ustun and M. Severs to draft a common synopsis of the status of the harmonization process that could be made available to participants at both meetings.

5. Business Principles and First Legal Draft for Harmonization Agreement

Following the last meeting of the interim harmonization panel, B. Ustun provided comments on the draft business principles document. As agreed at that time, M. Severs also began discussions with legal counsel regarding converting the business principles document into a draft legal agreement.

Members of the Interim Harmonization Panel:

- Reviewed the track-changes versions of the business principles document that were circulated prior to the meeting and each comment was discussed in sequence.
- Agreed that the guiding principles regarding intellectual property listed in the briefing note should be included in the business principles document (with the title of the second principle changed to “implementation and use”)
- Agreed that the new draft language on the creation and use of maps related to national extensions (Appendix 2 in the briefing note for agenda item 5c circulated prior to the meeting) should replace the existing text in the business principles document.

During this discussion, B. Ustun’s line dropped off the call. Accordingly, it was agreed that the discussion would continue but that M. Greenberg and M. Severs would follow-up with B. Ustun on the results of the discussion and any outstanding issues in a separate call.

ACTION

M. Greenberg and M. Severs to set up a meeting with B. Ustun to follow-up on issues raised during the September 8, 2008 call after B. Ustun’s departure from the call.

6. Adjournment

Given the late hour, it was agreed to postpone discussion of agenda items 6 and 7 to a future meeting.