



IHTSDO

Amendment to the meaning of SCT Identifiers

Review Plan

Date 20110524
Version 1.0



Amendment History

Version	Date	Editor	Comments
0.1	20101112	John Gutai	Quality plan created
0.3	20101221	John Gutai	Updated following committee review
0.4	20110112	John Gutai	Updated following comments from committee review
1.0	20110524	John Gutai	Approved by Management Board

Associated Documentation

Document	Location
SNOMED CT Identifiers	Collaborative site
SNOMED CT Identifiers – Update Guide	Collaborative site

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1 Introduction

1.1 Purpose

This document describes and will track the quality review process to be used for the following documents:

- SNOMED CT Identifiers
- SNOMED CT Identifiers – Update Guide

1.2 Who should read this guide?

The intended audience for this document includes those involved in reviewing the documentation in this set, and those involved in assuring the quality review process.



2 Review Plan

The table below outlines the various stages of review for this documentation set:

Review Stage	Description of review	Start	Duration	Complete
Review by Technical Committee and other Committees	Distribute documents to all Committees and request initial advice prior to wider review. Collate and act on advice.	12/11/2010	2 month	12/1/2011
Review by Affiliate Forum and Member Forum	Distribute to AF and MF for initial feedback prior to wider release. Collate and act on feedback.	12/1/2011	3 month	12/4/2011
Review by Community of Practice	Post on SIG Announcements site. Cross post on Committee sites, Affiliate forum and Member Forum. Collate and act on feedback.	12/1/2011	3 months	12/4/2011
Review of Feedback by Technical Committee	Technical Committee will review the feedback and advise on any solutions and workarounds.	19/4/2011	4 weeks	12/5/2011
QA approval	Confirm process has been followed	12/5/2011	1 week	19/5/2011
Management Board approval	Request approval by the Management Board.	19/5/2011	2 weeks	7/6/2011
Issue as approved	Notify Community of Practice of timescales for the change.	25/5/2011	1 day	25/5/2011
Implement change	Update processes, tooling and Technical Reference Guide.	1/6/2011	6 months	1/12/2011
First release	First release making use of new facilities in RF2	31/1/2012	1 day	31/1/2012

All feedback during this process will be captured in a feedback log that will be available for review during the quality review process.