

HL7 Project Management Update

May 2019 WGM

Montreal

David Hamill – Director, HL7 PMO

ONC Grant: Maturing C-CDA/FHIR Implementation

Project continued funded by the 2019 \$1.36M Grant to support the following FHIR/C-CDA work:

- US Core Ballot Reconciliation Support
- FHIR Education
- C-CDA Companion Guide Update
- C-CDA Web Publication Tooling
- Flat FHIR (Bulk Data & Push)
- Unified HL7 Terminology Governance (UTG) Pilot

ONC Grant: Maturing C-CDA/FHIR Implementation

- C-CDA Implementation-A-Thon
- Improve FHIR JIRA Ballot Process & Tooling
- FHIR IG Publication Coordinator
- FHIR Connectathon Administrator
- Publish FHIR R4 and plan for R5 Compare IPS & Argonaut US Core IGs (completed)
- Virtual FHIR Connectathon – Healthcare Directory Track (completed)

Project Scope Statement on Confluence

The PSS is now a 'Form' on Confluence

- Based on info entered, dynamic logic:
 - Provides related/required fields to be completed
 - Removes fields/info not necessary for the PSS
- The plan is to have the form replace the MS Word template in the near future

How to create a PSS in Confluence

Click the 'Create ...' button at the top of Confluence, or,
Click on the How-to Article via the Confluence Home page

The screenshot shows the Confluence interface for 'How-to articles'. The page title is 'How-to articles' and it was created by Anthony Julian. The article list is as follows:

Title	Creator	Modified
How to create a Specification Withdrawal from Template	Joshua Prociuous	Apr 09, 2019
How to Create a PSS from Template	Joshua Prociuous	Apr 05, 2019
How to Create a Blog Post	Joshua Prociuous	Mar 13, 2019
How to Configure Mobile Devices	Joshua Prociuous	Feb 20, 2019
Printers for NDA	Patrick E. Loyd	Feb 19, 2019
How to Adjust Notifications	Joshua Prociuous	Feb 18, 2019
Creating from Templates	Anthony Julian	Jan 07, 2019
Can I add comments without editing the page?	Anthony Julian	Nov 09, 2018
Where did my page go and how do I move it to where I want it?	Anthony Julian	Oct 01, 2018
Why wont my table sort?	Anthony Julian	Sep 14, 2018
Why cant I edit the page?	Anthony Julian	Sep 14, 2018
Creating/Editing Collaborative Spreadsheets	Joshua Prociuous	Jul 30, 2018

Project Scope Statement (PSS) Approval Process Pilot

- Conducting the PSS Approval Pilot
 - A Jira tracker is created for the approvals
 - Jira generates emails to notify the approving groups that a PSS is ready for their review/approval
 - After 2 weeks, Jira generates an email to the PMO and tardy reviewing group indicating the PSS needs approval

<https://confluence.hl7.org/display/PSS/Documentation+on+Pilot+Approval+Process>

PBS Metrics Update (Projects, Ballots and Standards)

May 2019 WGM
Montreal

PBS Metrics Team:
David Hamill, Lynn Laakso,
Anne Wizauer, Karen Van Hentenryck

New Metric: Projects 2+ Years Old

This new metric lists the number of items in Project Insight that over two years old.

Work Groups should review the Searchable Project Database for items with their Next Milestone Date greater than 2 years old and communicate the necessary action to the PMO

- Close/Archive (work is no longer being performed)
- Project information needs to be updated

Work Group Health Vitality

Project Leader: Melva Peters

Team Members: Paul Knapp, Riki Merrick, Sandy Stuart

Staff Participants: David Hamill, Anne Wizauer

Purpose: Review WGH and PBS Metric measures. Identify those that are obsolete, recommend modifications.

Work Group Health Vitality

Evaluation Criteria

- How meaningful is the measure for the overall organization
- How hard is it to assemble
- Should it be a measure?

Work Group Health Vitality

Next Step

- Review findings with the TSC in Montreal
- Recommend modifications
- Communicate and implement changes (targeting January 2020 for implementation)

PBS Metrics Progress

Infraction	May 2018	Sept 2018	Jan 2019	May 2019	Difference (May-May)
Unpublished Ballots*	7	6	10	8	↑1 (14%)
Unpublished CMETs*	0	0	0	0	----
Recirculation Needed*	0	0	0	0	----
Pjts Behind > 120 Days*	111	137	116	147	↑31 (28%)
WG's w/o 3-Yr Plan Items*	22	21	22	19	↓3 (14%)

†Details appear on the 'Reports' link on Work Group pages

*Included in the Excel report on GForge > TSC > Releases > PBS Metrics

References

- Project Scope Statement (PSS) Template, PSS-Lite Template and Project Approval Process
 - via www.HL7.org > Resources > Templates

Note: This page also provides a link to the PSS Form on Confluence

References

- www.HL7.org Resources > Tools & Resources > Project Management and Tracking Tools
 - GForge
 - Project Insight
 - Peer Review Process
 - Project Insight Tip Sheet
 - HL7 Searchable Project Database
 - HL7 Ballot Guide
 - PBS Metrics Report
 - Three-Year Plan Guidelines
 - TSC Guidance on Ballot Levels
 - PSS & Project Approval Process
- Project Facilitator Responsibilities
- Project Life Cycle for Product Development (PLCPD)
- Guidance for SD Co-Chairs to Evaluate WG Capacity to Undertake New Effort
- Webinar Recording: How to Use The PBS Metrics Excel Report
- Webinar Recording: HL7 Project Management Tool Overview for HL7 Project Facilitators
- Webinar Recording: Updating Project Insight

References

- Excel Report via GForge Projects > TSC > Releases > PBS Metrics
 - Recirculation Needed
 - Unpublished Ballots
 - Unpublished CMETs
 - Projects Behind > 120 Days
 - Work Groups Missing 3-Year Plan Items
 - Project Health
 - Standards Reaching Their 5-Year Anniversary
 - Investigative Projects (PSS-Lite Projects)

References

- Online Metrics Reports
 - Online Report via www.HL7.org Resources > Work Groups > [*workgroup*] > Reports
 - No Recon Package
 - Non-Advancing Ballots
 - Idle Ballots
 - Expiring and Expired DSTUs