# 2019-11-05 Conference Call

**Chair:** Hugh  
**Scribe:** Myron/Boris  
**Attendees:**  
See consolidated list

## Agenda Topics

<table>
<thead>
<tr>
<th>Agenda Outline</th>
<th>Agenda Item</th>
<th>Meeting Minutes from Discussion</th>
<th>Decision Link (if not child)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference call minutes</td>
<td>Approve minutes from October 29th</td>
<td>Wendy will provide a record of who made the motion to approve at the last meeting. Minutes accepted by general consent.</td>
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</tbody>
</table>
| Management | Review WGM Minutes and actions  
  - Action Items  
  - Attendance WGM 2019-09  
  - Mon Q3 - Minutes Sept 2019  
  - Mon Q4 - Minutes Sept 2019  
  - Tue Q1 - Minutes Sept 2019  
  - Tue Q2 - Minutes Sept 2019  
  - Tue Q3 - Minutes Sept 2019  
  - Tue Q4 - Minutes Sept 2019  
  - Wed Q1 - Minutes Sept 2019  
  - Wed Q2 - Minutes Sept 2019  
  - Wed Q3 - Minutes Sept 2019  
  - Wed Q4 - Minutes Sept 2019  
  - Thur Q1 - Minutes Sept 2019  
  - Thur Q2 - Minutes Sept 2019  
  - Tue Q5 - BOF CTSA WG | Still waiting for the outstanding slides. |  |
| FHIR Tracker Items | (login to GForge for link to work correctly)  
  Block change from Dragon for CDMH  
  CRN Fixes - have been done  
  *IDMP* fixes | Still awaiting confirmations on resolutions before the block vote.  
Determined to go ahead and initiate the block vote, to be reopen if the submitters have further comments. |  |
| Changes to ResearchSubject and ResearchStudy |  | Postponed until next call (Hugh). Issues with the tooling result in multiple challenges. Soliciting tooling recommendations. |  |
Wiki changes and general "work book"

Smita led the discussion and made recommendations.

General proposals:

- Under each project, add explanation of the section content, links to FHIR pages, and a sub-section for profiles.
- Three categories of projects to be listed separately:
  - owned (e.g. CRN);
  - co-sponsored (e.g. eSource, owned by CIC; just brief project background and links, to avoid having to maintain the updates made by other WGs), and
  - "work areas" (e.g. use cases under the Schedule of Activities).
- Update project descriptions (e.g. CDISC Lab Semantics), using a best practice format as a template (such as CRN).
- Embed links into project descriptions to cross-reference them with the respective items in the "FHIR resources" section.
  - g. while multiple resources are being developed under the IDMP umbrella, those resources are also used under PQ/CMC.

Specific project updates:

- IDMP: Change the label
- sIRB: Presently in the process of approval. Hugh has updated the PSS, Anita’s group will make amendments and updates directly on Confluence.
- Accelerator: Will move to a higher level, a separate space under Confluence, following the general HL7 format for Accelerators.
- v3 projects (SPL, RPS, ICSR, ECG waveform): Create a separate section.
- 3-year-plan:
  - Supposed to work together with Mission and Charter.
  - Need to include a timetable for critical projects.
- Clinical research framework:
  - Smita has detailed and structured the use cases.
  - Proposed as the mechanism for contextualizing individual projects, to help determine how each implementation fits into the larger world of clinical research.
  - Would be beneficial to distinguish the early stages (e.g. Phase I) of drug development.
  - Need an overview for the participants with no background in clinical research.
  - Will be only detailing the areas where people have expressed interest in developing.
  - Not limited to FHIR implementations; e.g. can document the existing CDISC solutions.

<table>
<thead>
<tr>
<th>Management</th>
<th>Next agenda topics</th>
<th>Discuss the structure of ResearchSubject and ResearchStudy, including the process to advance their maturity level</th>
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Action items

Task report

Looking good, no incomplete tasks.