



## Steering Committee Meeting Minutes September 5, 2019 | 12:30pm – 2pm ET

### MEETING PARTICIPANTS

#### Steering Committee Members

- ✓ Jitin Asnaani, CommonWell  
Mike Baillie, United Healthcare
- ✓ Nancy Beavin, Humana
- ✓ Steve Bounds, SSA  
Ryan Bramble, CRISP
- ✓ Hans Buitendijk, Cerner
- ✓ Michael Hodgkins, AMA [Chair]
- ✓ Leslie Kelly-Hall, Healthwise
- ✓ Rob Klootwyk, Epic
- ✓ Steven Lane, Sutter Health [Vice-Chair]
- ✓ Geoff Lay, athenahealth
- ✓ Candice Levy, Bluestone Physician Services
- ✓ Kathy Lewis, Surescripts
- ✓ Tushar Malhotra, eClinicalWorks  
Aaron Seib, NATE
- ✓ Ryan Stewart, Dignity Health
- ✓ Alan Swenson, Kno2  
Jennifer Blumenthal, OneRecord

#### Invited Subject Matter Experts and Carequality Support Team

- ✓ Dave Cassel, Executive Director, Carequality
- ✓ Chris Dickerson, Program Coordinator, Carequality
- ✓ Mariann Yeager, CEO, The Sequoia Project
- ✓ Eric Heflin, CTO/CIO, The Sequoia Project  
Didi Davis, Testing Programs Director, The Sequoia Project  
Dawn Van Dyke, Marketing Director, The Sequoia Project
- ✓ Bill Mehegan, The Sequoia Project
- ✓ Berdine Roque, Executive Assistant, Carequality
- ✓ Steve Gravely, Gravely Group  
Mark Segal
- ✓ Seth Selkow, Advisory Council Co-Chair, Kaiser Permanente  
Kedar Ganta, Advisory Council Co-Chair, athenahealth

## **AGENDA**

- Roll Call, Agenda Review
- Administrative Items
  - Meeting minutes
  - Thank you!
- 2019 Steering Committee Selection [Closed Topic]
- CCA Amendments Process
- Advisory Council Selection Process
- Content Testing
- Production Operations Update

### **Establish Quorum / New Business**

*Discussion Summary:* The meeting was called to order at 12:30pm ET. Roll call was facilitated to identify the Carequality Steering Committee and invited subject matter experts present with attendance noted above.

*Decision/Outcome:* A formal quorum was declared. No new business was raised.

*Action/Follow-up:* N/A

### **Administrative Items**

#### **Meeting Minutes**

*Discussion Summary:* Meeting minutes for the August 1, 2019 meeting were presented for approval.

*Decision/Outcome:* A motion was made to approve the minutes and it was seconded for approval. There were no questions, oppositions, or abstentions.

*Action/Follow up:* The approved meeting minutes will be considered final and archived.

#### **Thank You!**

*Discussion Summary:* Management expressed their gratitude to the Carequality Steering Committee Members that did not seek new terms (Geoff Lay, Aaron Seib, and Ryan Stewart), as their service and dedication to the committee is greatly appreciated.

*Decision/Outcome:* N/A

*Action/Follow up:* N/A

**2019 Steering Committee Selection** [*Closed Topic – these will be redacted from the publicly posted minutes due to sensitivity of the nature of the discussion*]

*Discussion Summary:* The final stages of the selection process for the Carequality Steering Committee are underway. The Steering Committee Composition Requirements were presented to the group and an analysis of the applicant pool verses the requirements was presented.

The full proposed slate of 2019 Steering Committee Appointments were presented. Five of the seven open seats had one-to-one matches with individuals in the applicant pool.

Regarding the remaining two seats, the Nominating Committee recommended Ryan Howells of the CARIN Alliance to fill the Consumer Interests seat and Kedar Ganta of athenahealth for the “at large” seat.

Management expressed thanks and appreciation to the Nominating Committee for their service to this effort: Alan Swenson, Candice Levy, Nancy Beavin, and Seth Selkow.

**Decision/Outcome:** The Steering Committee approved the full proposed slate of the 2019 Steering Committee Appointments. The motion was seconded, and no objections or abstentions were raised.

**Action/Follow up:** N/A

### **CCA Amendments Process**

*Discussion Summary:* Management provided a status update on the CCA. The final text of CCA v2.0 was distributed to all signees on Monday, July 25<sup>th</sup>. The original timeline for objections to be registered was August 30<sup>th</sup>, with the proposed version going into effect on September 30<sup>th</sup>, pending the objection process. Objections were raised by two Implementers, which does not meet the threshold to automatically stop the process; thus, the Steering Committee’s decision is sought on how to move forward.

Management provided details of the objections to the committee. Both Implementers expressed a desire for a longer waiting period before the CC Terms amendments go into effect and Management proposed to proceed with the pending language provided there is a quick turnaround with a further amendment to clarify this point. One of the Implementers expressed a concern with specific language around Directory confidentiality. The Implementer’s process was reviewed with the Implementer and Carequality counsel and staff believe the Implementer would be in compliance with the new terms. Management offered to provide written confirmation of our understanding and to clarify the wording in a future amendment

Management presented three options, along with Management’s recommendation.

The first option is to develop new language to address the concerns and restart the amendment timeline. The earliest plausible time for the amendments to go into effect, accounting for the desire for a longer waiting period, is mid-January. Given the potential for new update requests and accounting for the holidays, it would likely take longer.

The second option is to continue with the currently proposed language on the previously proposed timeline (i.e. effective date September 30th). At least one Implementer has been awaiting the outcome of the objection process and would not be in compliance with the minimum notice periods for their CCs if we proceed with this date.

The third option is to continue with the currently proposed language but provide an extension on the effective date to Monday, November 4<sup>th</sup>. This would be consistent with a 60-day waiting period from the time the language is truly final and not subject to further procedural hurdles.

Management recommended moving forward with the third option.

*Questions/Discussion:* There was a lengthy discussion regarding this topic and the group was generally in support of Management's recommendation to move forward with the third option to continue with the currently proposed language but provide an extension on the effective date to Monday, November 4, 2019.

*Action/Follow up:* A motion was made and seconded for the amended CCA to be adopted as a Carequality Element and go into effect on November 4, 2019. The motion passed with no objections or abstentions.

### **Advisory Council Application Process**

*Discussion Summary:* Management informed the committee that there are fifteen Carequality Advisory Council members whose terms will expire in December 2019. In order to allow sufficient time for applications to be submitted, analyzed with respect to the charter recommendations, and members appointed by the Committee, the application process must be kicked off. Management proposed to begin accepting applications by mid-September using the application form approved by the Nominating Committee for the Steering Committee process.

Questions/Discussion: N/A

*Action/Follow up:* The committee agreed with Management's recommendation to use the application approved by the Nominating Committee for the Steering Committee selection process and to begin accepting applications by mid-September.

### **Content Testing**

*Discussion Summary:* Pending updates to the Query-Based Document Exchange IG require implementers and some other relevant "content creators" to complete validation of their content against the CommonWell/Carequality Joint Document Content Workgroup recommendations, which rely on C-CDA template definitions. The IG refers to a testing program that will be more fully defined in a supplement/separate policy document but envisions having one or more approved content testing platforms. The Sequoia Project operates a content testing program, but neither the workgroups nor staff want to assume its selection/sole standing.

The Steering Committee's guidance is sought on identification of the process that should be followed to select/approve the testing programs, such as an RFP, validation against a set of operational requirements, or any other recommendations.

*Questions/Discussion:* There was a very lengthy discussion regarding this topic and a few committee members shared various thoughts regarding this topic. There was a generally favorable view shared by the Committee members of investigating possible use of ONC tools.

*Action/Follow up:* Management will perform additional research and report back to the Committee at next month's meeting.

**Production Operations Update [NOT DISCUSSED]**

*Discussion Summary:* N/A

*Questions/Discussion:* N/A

*Action/Follow up:* N/A

*Meeting was adjourned at 2:00pm ET*