Education Working Group Meeting Minutes – Ken’s Draft

Chicago, IL

September 15-19, 2014

Action List 1

Monday 15 September 2014 Education Facilitators Lunch 3

Agenda Topics 3

Supporting Documents 3

Minutes/Conclusions Reached 3

Meeting Adjourned: 1:40 pm CDT 5

Monday 15 September 2014 Q3 6

Agenda Topics 6

Supporting Documents 6

Minutes/Conclusions Reached 6

Meeting Adjourned: 3:02 pm CDT 9

Monday 15 September 2014 Q4 10

Agenda Topics 10

Supporting Documents 10

Minutes/Conclusions Reached 10

Meeting Adjourned: 4:55 pm CDT 12

Thursday 18 September 2014 Q1 13

Agenda Topics 13

Supporting Documents 13

Minutes/Conclusions Reached 13

Meeting Adjourned: 10:00 am CDT 14

Thursday 18 September 2014 Q2 - Cancelled 15

Agenda Topics 15

Supporting Documents 15

Minutes/Conclusions Reached 15

Meeting Adjourned: N/A 15

Action List

Action: Sharon and John Ritter will coordinate a webinar for EHR system usability and analysis. 4

Action: Mary Ann will work with the grid and find speakers for the January 2015 WGM 4

Action: Sharon will find a way to increase participation on the teleconferences and listserv 4

Action: Education committee to discuss with Tutorials are needed for IHIC 5

Action: Melva to post minutes to Wiki and to Education Webpage 6

Action: Melva to update Strategic Plan and post to Education Wiki 7

Action: Melva will follow up with ARB about SAIF Tutorial 7

Action: Discussion for webinars/training series for 2015 7

Action: Sharon will draft and email to the listserv for contacts for delivery of certification/education 7

Action: Melva will update the Strategic plans and move some items to the new the 3-year plan. 8

Action: Melva will forward DMP to Lynn 9

Action: Continue discussion teleconference 9

Action: HQ will provide statistics for Rene on tutorials/webinars/eLearning 11

Action: Rene will continue to figure out the numbers/statistics of the health of the education on a new wiki page for statistics on Education programs 11

Action: Rene and Heather will refine the proposal draft for learning partners and forward to Melva for discussion on upcoming teleconference 11

Action: Heather will present her Vocab project for her tutorial on Thursday Q1 12

Action: Ken with draft PSS for this project 13

Action: Sharon will create a table of contacts that have responded to certification training on teleconferences 13

Action: Ken will send sample document with pretty layout certification to Sharon 13

Action: Diego will contact Patrick about V2.x Workshop project 14

Action: Rene will complete Partner proposal for next teleconference 14

# Monday 15 September 2014 Education Facilitators Lunch

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Organization** | **Country** | **Email** |
| Melva Peters (Chair) | HL7 Canada | CA | [melva@jenakerconsulting.com](mailto:melva@jenakerconsulting.com) |
| Ken Chen (Scribe) | CHI | US | [kkchen@stvincenthealth.com](mailto:kkchen@stvincenthealth.com) |
| Katherine Duteau | DDI | CA | [kartherin@duteaudesign.com](mailto:kartherin@duteaudesign.com) |
| Jean Duteau | DDI | CA | [jean@duteaudesign.com](mailto:jean@duteaudesign.com) |
| Keith Boone | GE | US | [keith.boone@ge.com](mailto:keith.boone@ge.com) |
| John Ritter |  | US | [johnritter1@verizon.net](mailto:johnritter1@verizon.net) |
| Mary Ann Boyle (HQ) | HL7 International | US | [maryann@hl7.org](mailto:maryann@hl7.org) |
| Sharon Chaplock (HQ) | HL7 International | US | [sharon@hl7.org](mailto:sharon@hl7.org) |
| Rene Spronk | Ringholm | NL | [Rene.spronk@ringholm.com](mailto:Rene.spronk@ringholm.com) |
| William “Ted” Klein | KCI | US | [ted@tklein.com](mailto:ted@tklein.com) |
| Kai Heitmann | HL7 Germany | Germany | [hl7@kheitmann.de](mailto:hl7@kheitmann.de) |
| Rick Geimer | Lantana | US | [Rick.geimer@lantanagroup.com](mailto:Rick.geimer@lantanagroup.com) |
| Mark Shafarman |  | US | [Mark.shafarman@earthlink.net](mailto:Mark.shafarman@earthlink.net) |
| Diego Kaminker (Chair) | HL7 Argentina | Argentina | [Kaminkder.diego@gmail.com](mailto:Kaminkder.diego@gmail.com) |
| KP Sethi |  |  |  |
| Virginia Lorenzi | NY-Presbyterian Hospital | US | [vlorenzi@nyp.org](mailto:vlorenzi@nyp.org) |
| Bernd Blobel | HL7 Germany | Germany | [Bernd.blobel@klinik.uni-regensburg.de](mailto:Bernd.blobel@klinik.uni-regensburg.de) |
| Heather Grain | HL7 Australia | AUS |  |
| Calvin Beebe | Mayo Clinic | US | [cbeebe@mayo.edu](mailto:cbeebe@mayo.edu) |
| Abdul Malik Shakir | HI3 | US | [abdulmalik@hi3solutions.com](mailto:abdulmalik@hi3solutions.com) |
| Rik Smithies | HL7 UK | UK | [rik@nprogram.co.uk](mailto:rik@nprogram.co.uk) |
| Quorum Met: Yes | | | |

Agenda Topics

* Welcome
* January 2015 Tutorial Grid
* Educational WG Transformation
* May 2015 Paris WGM
* Africa Education
* 2015 IHIC

Supporting Documents

* Agenda
* <http://wiki.hl7.org/index.php?title=September_2013_WGM_Education_Agenda>

Minutes/Conclusions Reached

* January 2015 Tutorial Grid
* 3 rooms for tutorials
* Core Tutorials (V2, V3, CDA, FHIR, MU)
* Additional tutorials added on a case basis
* V3 Tutorials on the down curve and should be taken out of the core
* V3 Foundations tutorial should be on the grid – lots of value
* Webinars are being created for the tutorials that are not being offered this WGM but will be offered in January 2015
* Special Topics Tutorials
* HQMF tutorial should not be under MU track
* EHR Designer Tooling – Add to January Grid
* Intro to Code Systems (non HL7) – Add to January Grid
* Waiting for MWB tutorial specification, not going to be offered in January 2015

Action: Sharon and John Ritter will coordinate a webinar for EHR system usability and analysis.

Action: Mary Ann will work with the grid and find speakers for the January 2015 WGM

* Speakers are responsible to update tutorial slides and specifications to Mary Ann or Heather Grain
* 518 registered for September 2014 WGM Tutorials
* Education WG Transformation
* Proposal to 'transform' the Education WG to an Education Advisory Council/Committee
* Similar to Membership Committee and others that are managed by HQ
* HQ to engage the new council/committee for related topics
* Example:
* Certification exams updates shouldn't rely on SME volunteers
* Education Portal was initiated and created without Education WG involvement
* Virtual learning classroom was announce in the eNews without WG involvement
* Project that have become 'stale' due to lack of volunteer resources and time
* Possible change in Education charter and responsibilities instead of transformation
* Work Group does most of the work by volunteers but needs to communicate with HQ more efficiently
* Possibly have a leadership position that communicates with HQ for the volunteers
* More transparency with HQ on projects with Education WG
* More effective communication between HQ and WG instead of transformation
* Volunteer 'spirit' might change if WG transformation
* Challenge for Education WG to find a way to bring new attendees to the level of some of the other more experienced educators for the needs of the group.

Action: Sharon will find a way to increase participation on the teleconferences and listserv

* May 2015 Paris WGM (John)
* Encourage people to participate in Paris.
* Education committee hasn't come up with a Tutorial Grid for this WGM
* No MU tutorials in Paris since it is US domain specific
* Encourage educators/participants to come to the WGM, specifically in Paris
* Software developers and companies will more likely to attended than governmental
* Africa Education
* Encourage educators/participants to come to the WGM, specifically in Paris WGM
* Find out what the needs are in Africa for HL7 education.
* Involve Lisa Spellman? For their network connections on a governmental level to contact them to attend
* 2015 IHIC (Bernd)
* Discussion with the HL7 European Chairs how to support the conference with the Education Committee
* Educational committee will provide an out-of-cycle meeting
* Encourage as many participants to attended IHIC
* Special 'Tutorial Day' where each participants will receive 'one (1)' free tutorial and engage the participants
* Meeting with the educators not associated with HL7 to discuss topics related interoperability education and topics

Action: Education committee to discuss with Tutorials are needed for IHIC

Meeting Adjourned: 1:40 pm CDT

# Monday 15 September 2014 Q3

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Organization** | **Country** | **Email** |
| Melva Peters (Chair) | HL7 Canada | CA | [melva@jenakerconsulting.com](mailto:melva@jenakerconsulting.com) |
| Sharon Chaplock (HQ) | HL7 International | US | [sharon@hl7.org](mailto:sharon@hl7.org) |
| Virginia Lorenzi | NY Presbyterian University | US | [vlorenzi@nyp.org](mailto:vlorenzi@nyp.org) |
| Rik Smithies | HL7 UK | UK | [rik@nprogram.co.uk](mailto:rik@nprogram.co.uk) |
| Mary Ann Boyle (HQ) | HL7 International | US | [maryann@hl7.org](mailto:maryann@hl7.org) |
| Ken Chen (Scribe) | CHI | US | [kkchen@stvincenthealth.com](mailto:kkchen@stvincenthealth.com) |
| Quorum Met: Yes | | | |

Agenda Topics

* September WGM 2015 Agenda items
* May 2014 WGM Meeting Minutes
* January 2015 WGM Tutorial Grid Planning
* Participants to other WG
* Education Teleconference Day/Time/Frequency
* Education Action List
* Project List and 3 year Plan items
* DMP review
* SWOT review
* Meeting Room Scheduling

Supporting Documents

* Agenda
* <http://wiki.hl7.org/index.php?title=September_2013_WGM_Education_Agenda>

Minutes/Conclusions Reached

* September WGM 2015 Agenda items
* Agenda items can be found on the Education Committee Wiki September WGM 2014
* Motion to approve the Agenda: Rik – Motion to approve, Ken – second. Motion carried. (5/0/0)
* May 2014 WGM Meeting Minutes
* Meeting minutes can be found on the Education Committee Wiki May WGM 2014 and on WG Webpage
* Motion to approve the meeting minutes: Rik – Motion to approve, Ken – second. Motion carried. (5/0/0)

Action: Melva to post minutes to Wiki and to Education Webpage

* Education Teleconference Day/Time/Frequency
* Currently held every second week on Wednesday at 9:00 am EST
* Education Teleconference remains the same date and time
* Education Strategic Plan Review
* Last reviewed a year ago last September
* See updated version of Strategic Plan

Action: Melva to update Strategic Plan and post to Education Wiki

* Project List and 3 year Plan items
* FHIR Tutorials and the creation of the FHIR Institute and is being used this fall – completed
* Tutorials for MU2 - completed
* Tutorial specifications review with feedback – Heather is doing the evaluations and need another resource to help - delayed
* eLearning – FHIR module is now mandatory
* UML – completed
* FHIR module mandatory - completed
* Tooling (now ES and Tooling)
* Follow up with ES with education topics – ongoing
* MWB tool being developed
* SAIF Tutorial
* Confusion with SAIF in general
* Specification was created but not followed through.
* No resource to take up this tutorial.

Action: Melva will follow up with ARB about SAIF Tutorial

* New educational programs in 2013
* 3 programs in 2013
* Webinars series - completed
* SAIF - 'stale'
* FHIR - completed
* MU – completed
* Certification preparation – completed
* Glossary Management was cancelled due to no registrations
* Education tracking system by Q3 2013
* Project was closed due to no resources to develop the system
* Keeping existing tracking method by HQ
* Web delivery methods
* FHIR for Executives, FHIR for Architects, EHR – completed
* Basic attachments (payers) for 2015 postponed due to readiness

Action: Discussion for webinars/training series for 2015

* Academic Outreach
* IVY Tech and Markette delivery Certification exams 2013-2015
* IVY Tech is host center with Criterion Inc. so there was no need to continue project
* No communication with Markette on delivery
* Possible contacts for delivery
* Robert Campbell – South East Carolina University
* Anita Walden
* Meredith – Duke University

Action: Sharon will draft and email to the listserv for contacts for delivery of certification/education

* Course Packs
* None created in 2013, 2014
* Possibly develop 1 in 2015
* Partner with companies for training (Learning partner) for 2014
* Discussion in next quarter
* Expand certification worldwide 2013
* Method for certification online - completed
* HL7 affiliates have received revenue from the project
* Online certification 2013
* Criterion Inc. is doing the delivery and assessment of certifications - completed
* Language context work 2013
* PSS completed
* No funds for project
* Review exam result by 2014 from participants with English as a second language have difficulty with
* Ongoing
* Some analysis was researched by HQ
* Develop a plan to revitalizing certification exam to conform with certification best practices 2014
* Ongoing
* Offer different type of certifications and measure competencies 2014-2015
* Closed but possibly reviving as a project
* HL7 Australia interested in participating (Amy)
* Example: CPHIMSS peer review of questions for measure of competencies
* Expand training to non-technical and clinical audiences 2014
* One pilot education program at the end of 2014
* Clinical “connectathon”
* Payers summit
* Plan work item for 2015
* Effective teaching and enhanced learning for trainers for HL7 standards
* Not started
* Workshop on best practices for training face to face online hybrid methods
* Not started
* Form a community for trainers
* Not started
* Award for teaching excellence for 29th WGM
* Not started
* One year left
* Online library of best practices resources in collaboration of community of practices
* Not started
* Increase revenue for education offerings
* No targets
* Other items for 3 year plan
* Teaching more tutorials other than the same materials
* Owner of the material (slides/notes/diagrams) improvements

Action: Melva will update the Strategic plans and move some items to the new the 3-year plan.

* DMP review
* Default or submit an updated DMP by January 2015
* Education WG will adopt the default DMP
* Motion to accept default DMP: Ginny – moved, Rik – second, motion carried (3/0/0)

Action: Melva will forward DMP to Lynn

* SWOT review
* Last updated in 2012
* Strengths
* No marketing council - removed
* Weaknesses
* New certification programs progressing slowly
* FHIR certification creation
* Update certifications
* Capacity issue with faculty
* Certified but not competent in application (experience)
* Opportunities

Action: Continue discussion teleconference

Meeting Adjourned: 3:02 pm CDT

# Monday 15 September 2014 Q4

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Organization** | **Country** | **Email** |
| Melva Peter (Chair) | HL7 Canada | CA | [melva@jenakerconsulting.com](mailto:melva@jenakerconsulting.com) |
| Ken Chen (Scribe) | CHI | US | [kkchen@stvincenthealth.com](mailto:kkchen@stvincenthealth.com) |
| Virginia Lorenzi | NY Presbyterian Hospital | US | [vlorenzi@nyp.org](mailto:vlorenzi@nyp.org) |
| Mary Ann Boyle (HQ) | HL7 International | US | [maryann@hl7.org](mailto:maryann@hl7.org) |
| Heather Grain | HL7 Australia | AUS | [h.grain@ehe.edu.au](mailto:h.grain@ehe.edu.au) |
| Rik Smithies | HL7 UK | UK | [rik@nprogram.co.uk](mailto:rik@nprogram.co.uk) |
| Rene Spronk | Ringholm | NL | [Rene.spronk@ringholm.com](mailto:Rene.spronk@ringholm.com) |
| Jean Duteau | DDI | CA | [jean@duteaudesign.com](mailto:jean@duteaudesign.com) |
| Katherine Duteau | DDI | CA | [kartherin@duteaudesign.com](mailto:kartherin@duteaudesign.com) |
| Libor Seidl | HL7 Czech Republic | CZ | [seidl@hl7cr.eu](mailto:seidl@hl7cr.eu) |
| Harry Solomon | GE | US | [Harry.solomon@ge.com](mailto:Harry.solomon@ge.com) |
| Mark McDougall (HQ) | HL7 International | US | [markmcd@HL7.org](mailto:markmcd@HL7.org) |
| Quorum Met: Yes | | | |

Agenda Topics

* Education Stats from Rene
* Education Mission and Charter
* Learning Partners Discussion
* HL7 Fundamentals Comments
* Discussion of certification exams (Translation/Exam Duration/Updates)
* IHIC Discussion of program/tutorials
* Feedback of Heather’s Tutorial

Supporting Documents

* Agenda
* <http://wiki.hl7.org/index.php?title=September_2013_WGM_Education_Agenda>

Minutes/Conclusions Reached

* Discussion Education Stats from Rene
* Provision of Education – By Rene Spronk
* <http://wiki.hl7.org/index.php?title=File:Educational_Stats.pptx>
* Education summits
* Education summits 2013 were low in attendance (3 summits)
* Revenue has been made on the summits according to HQ
* Approx. $200,000 USD/year in income according to Rene
* Tutorials
* Revenue is mixed with general workgroup
* No balance sheet for tutorials according to Rene
* HQ has the number of people that are attending the tutorials
* Revenue is going down according to Rene
* Most people only go to WGM/Work Summit for tutorials may be the issue
* eLearning
* 800 enrolled a year according to Rene from Diego
* Rene needs to know the figures internationally in order to figure out the actual revenue being generated by education
* Educators would like statistics from educational programs to be available
* Example: the numbers for the V3 tutorials or any others
* The partners show also provide the statistics to all educators as well; “low hanging fruit” research
* Research the numbers and do the “number crunching” to get accurate statistics
* Separate revenue statistics on educational items (Tutorials, Webinars, eLearning)

Action: HQ will provide statistics for Rene on tutorials/webinars/eLearning

Action: Rene will continue to figure out the numbers/statistics of the health of the education on a new wiki page for statistics on Education programs

* Education Mission and Charter
* Need to work on this further
* Will be deferred for later
* Learning Partners Discussion
* The potential of having corporations/consultants to be used as a means to deliver the HL7 educational standards through partnership instead of HQ/HL7 Affiliates asking resources to teach the material. “Outsource”
* PSS draft was presented to the TSC with complications
* PSS was finalized and moved up to the Board
* Asking the Education committee to make the recommendation to the Board
* Follow the process, no shortcuts for this project
* HL7 Affiliates would be involved first to review the Learning Partner’s program and make the decision
* HL7 international would make the decision for this program for the US and countries where there is no affiliates.
* Possibility “grandfathering” current trainers/partners based on their experience
* Partners want “blessing” from HL7 International before they deliver the material and feel part of the organization
* Possibly have different levels of partners instead of one
* Educational institutions would benefit as well through this partnership
* Mark McDougall: How is this not a program for the benefits of the consultants at the expense to that of the HL7 affiliates?
* No resources and people to manage the course materials according to Heather
* No capacity to do it themselves
* No burden from HL7 Affiliates to create their own training at the expense of time/people and resource materials.
* No real competition between affiliates and partners according to Rene
* Wiki doesn’t address the current concerns addressed today in this discussion

Action: Rene and Heather will refine the proposal draft for learning partners and forward to Melva for discussion on upcoming teleconference

* HL7 Fundamentals Comments
* Diego isn’t present to present
* Deferred
* Discussion of certification exams (Translation/Exam Duration/Updates)
* Nothing to discuss about the certification exams
* Deferred
* IHIC Discussion of program/tutorials
* Misunderstanding on program and tutorials for IHIC
* Tutorials offered at IHIC
* Educational out-of-cycle meeting to plan and host the tutorials assumed by Bernd
* Not possible to attend IHIC
* Two groups of attendees at the conference
* Tutorials will not be useful for scientists
* Tutorials will be useful for implementers
* Libor needs help organizing the education for the conference
* Libor can’t provide the resources for this conference for education
* Difficult to get educators to the conference
* Libor is searching for ideas to encourage educational topics
* 20 tutorials in HL7 catalogue that can be researched for the needs of the conference
* Attempts were made in Greece but was not possible due to no affiliates
* Possibly have advance topic tutorials at the conference that cater to the needs of IHIC
* HL7 Implementation Tools Tutorial as a good example
* Feedback of Heather’s Tutorial
* Heather received some feedback from the tutorial
* Participants would like to get feedback if their course objectives were met
* Provide feedback for assignments to the students
* Feedback for pre-requirement performance
* Have an online collection of feedback from other tutorials

Action: Heather will present her Vocab project for her tutorial on Thursday Q1

* AOB
* Ken and Diego will be facilitating Thursday Q1, Q2

Meeting Adjourned: 4:55 pm CDT

# Thursday 18 September 2014 Q1

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Organization | Country | Email |
| Ken Chen (Chair) | CHI | US | [kkchen@stvincenthealth.com](mailto:kkchen@stvincenthealth.com) |
| Diego Kaminker (Scribe) | HL7 Argentina | ARG | [Kaminkder.diego@gmail.com](mailto:Kaminkder.diego@gmail.com) |
| Sharon Chaplock (HQ) | HL7 International | US | [Sharon@hl7.org](mailto:Sharon@hl7.org) |
| Katherine Duteau | DDI | CA | [katherin@duteaudesign.ca](mailto:katherin@duteaudesign.ca) |
| Rene Spronk | Ringholm | Netherlands | [Rene.spronk@ringholm.com](mailto:Rene.spronk@ringholm.com) |
| Rik Smithies | HL7 UK | UK | [rik@nprogram.co.uk](mailto:rik@nprogram.co.uk) |
| Quorum Met: Yes | | | |

Agenda Topics

* HL7 Education resource list
* HL7 Education curricula
* Agenda topics from Q2 was moved to Q1
* Tutorial requirements for Vocabulary (Heather)
* V2.x Workshop Project
* AOB

Supporting Documents

* Agenda
* <http://wiki.hl7.org/index.php?title=September_2013_WGM_Education_Agenda>

Minutes/Conclusions Reached

* HL7 Education resource list
* List that focus on resources from and Education view point when teaching the standard for the students
* V2, V3, CDA, FHIR resources comprised of different material references (books, media, whitepapers, blogs, tools etc.)
* Rene has a site hl7book.net
* Possibly include non-English speaking affiliates with their own materials in their native language

Action: Ken with draft PSS for this project

* HL7 Education curricula
* “Path to certification” has been completed by Sharon and is on the website
* More discussion for defining the curricula
* Trying to involve more educational institutions (universities, colleges) on their needs

Action: Sharon will create a table of contacts that have responded to certification training on teleconferences

* Maybe make the document more attractive like other product certifications

Action: Ken will send sample document with pretty layout certification to Sharon

* Agenda topics from Q2 was moved to Q1
* Due to missing people on agenda items for next quarter moved all Q2 topics to Q1
* Tutorial requirements for Vocabulary (Heather)
* Heather is unavailable
* Topic deferred
* V2.x Workshop Project
* Patrick is unavailable

Action: Diego will contact Patrick about V2.x Workshop project

* Topic deferred
* HL7 Education partners
* Rene has rewritten the HL7 Education partners PSS
* Needs to US-based training providers for feedback
* He will attend the next telecom call to show the proposal that will go to the board

Action: Rene will complete Partner proposal for next teleconference

* Education WGM participation
* Discussion on how to get more implementers involve with the WG
* Focus for the Paris WGM
* Possible teleconference for executives and less for technical people
* Rene: need to differentiate between WGM and Education Summit on calls

Meeting Adjourned: 10:00 am CDT

# Thursday 18 September 2014 Q2 - Cancelled

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Organization | Country | Email |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Quorum Met: No | | | |

Agenda Topics

* Agenda items were moved to Q1, meeting was cancelled

Supporting Documents

* Agenda

Minutes/Conclusions Reached

* None taken

Meeting Adjourned: N/A