



Coordinating Committees

- **Business Plan Committee**
- **Education and Communications**
- **Foundations Committee**
- **Governance Committee**
- **Harmonization Readiness Committee**
- **HITSP-CCHIT Joint Work Group**
- **International Landscape Committee**
- **Process Review Committee**

Business Plan Committee

Scope of work:

Design and develop a self-sustaining harmonization process to ensure future viability and appropriate evolution of the standards defined by this project. To be successful, the business plan must take into account the inevitable evolution of technology, healthcare provision models, and development of new or redefined government and industry models of operation and collaboration. The ongoing process must include appropriate representation from stakeholder organizations, and must be based on a balanced approach that applies sufficient stewardship and leadership without creating unnecessary overhead or bureaucracy.

Education, Communications and Outreach Committee

Scope of work:

The Committee will develop an Education, Communications and Outreach Strategy and Plan to define:

- Intended audiences for and customers of HITSP messages (Audience)
- The needs and types of messages to be delivered to these audiences (Messages)
- The modes for capturing the messages (Modes)
- The methods for delivering such messages (Methods) in the most effective and efficient manner
- The process for coordinating internal responsibilities within HITSP to develop the content and deliver the messages through appropriate mechanisms and vehicles
- The support needed to achieve the Strategy and Plan (volunteer, in-kind, staffing, financial and other)

The Strategy and Plan will address both internal and external communications, education and outreach needs, including a review of the Panel's website and member portal. The Strategy and Plan will identify the communication tools to be used, coordination opportunities with other national initiatives, and the ANSI and HIMSS' public relations staff.

Foundations Committee

Scope of work:

The goal of the Foundations Committee is to recommend a long-term direction for achieving standards harmonization, collaboration and coordination. The basis for this long-term direction is the Foundation document (HITSP 06 N 77) that was approved by the HITSP Board.

The Foundations Committee will develop recommendations for the harmonization of standards, as well as recommendations for implementing the standards harmonization objectives identified in the Foundations document, thereby achieving the primary goal identified in the document.

The five objectives are:

1. **Context/Information Model**
establishing a common reference information model (and subordinate models) to support clinical, public health, financial, and administrative healthcare functions.
 2. **Terminology/Content Definition**
establishing common reference terminology models and data content specifications that are integrated with the information model(s).
 3. **Privacy and Security**
establishing a common security framework.
 4. **Methodology**
establishing a common methodology/process that all standards organizations and code set maintainers will follow to achieve standards harmonization.
 5. **Information Interchange**
establishing a common information interchange format and standards-based application roles and interactions in a comprehensive dynamic model.
-

Harmonization Readiness Committee

Scope of work:

- HITSP Use Case Committees and Technical Committees work to refine the breakthroughs identified by the AHIC. During the refinement process they will identify specific interoperability goals and the messaging (syntax), vocabulary (semantic), and interoperability standards that could enable the specific action. The activity will result in an understanding of gaps in standards that are developed, as well as cases where there are overlapping standards that address a specific interoperability goal or action. The HITSP process is intended to resolve these gaps and overlaps through committees and panel decisions.

- A Standards Coordination Committee is being chartered to develop a Harmonization Readiness Tool that will support these HITSP decisions. The tool will be used by the Technical Committees as they go through the refinement process.
- The Harmonization Readiness tool is a set of characteristics that will establish the readiness of a specific standard to stand as the harmonized standard for a given situation. The tool should be as objective as possible. At a minimum, the characteristics should address Developer Due Process, Domain Relevance (i.e. health care arena), Market Adoption, Life Cycle Maturity.. Obviously many of these characteristics are only relevant within the context of a specific situation.
- Harmonization Readiness is the act of applying the characteristics to specific standards in a way that will allow the HITSP to select the standard most ready for use as the harmonized standard for a specific action of interoperability.

HITSP/CCHIT Joint Working Group

Scope of work:

- Develop a plan for how applicable HITSP work products are introduced into CCHIT's existing products, schedule and processes
- Determine how areas not addressed by HITSP interoperability specifications such as a problem lists and notes, are placed into CCHIT criteria in a way that prepares vendors for eventual HITSP work products
- Map CCHIT product type requirements with HITSP constructs.

Governance Committee

Scope of work:

Provide a functional set of procedures for consensus decision making by HITSP. Provide a mechanism for consensus decision making, protecting non-trivial minority views, but enabling efficient decision process. Provide a procedural backstop, i.e., Robert's Rules of Order & Parliamentary

International Landscape Committee

Scope of work:

Catalog the healthcare information technology work done to date and lessons learned from international standards harmonization efforts.