**SDWG - Form Definition and Questionnaire Response Subgroup Meeting**

**Logistics:**

 *Date / Time:* March 13, 2017, 10:00am to 11:00am EST

 *Location:* Telco

 *Facilitator:* Martin Rosner

Note taker: Martin Rosner

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Meeting information

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[Join WebEx meeting](https://pchalliance.webex.com/pchalliance/j.php?MTID=m3291da58cfda82571dba7dc3d00112ca)

Meeting number (access code): 921 945 565

Join by phone
**+1-855-797-9485** US Toll free
**+1-415-655-0002** US Toll
[Global call-in numbers](https://pchalliance.webex.com/pchalliance/globalcallin.php?serviceType=MC&ED=504487652&tollFree=1)  |  [Toll-free calling restrictions](https://www.webex.com/pdf/tollfree_restrictions.pdf)

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**Attendees:**

Martin Rosner (Philips)

Majid Qadir (Columbia University)

Joseph Quinn (Optum)

Brian Reinhold (LNI)

Elaine Taylor (Clinical Architecture)

Anna Yankova (?)

**Agenda:**

1. Review ballot comments for Form Definition
2. AOB

**Action Items:**

Martin – draft NIB - **Done**

**Review ballot comments for From Definition**

Reviewed comments are tracked on the wiki. Resulting excel sheet is found here:

<http://wiki.hl7.org/images/a/af/CDAR2_IG_SFDEFDOC_R1_N1_2017JAN_amalgamated_Mar132017.xls>

We are progressing well on the reconciliation tasks however the time is running out towards submission of materials for the May 2017 ballot. As such, we will postpone the re-ballot of both documents until the next ballot cycle in September 2017.

**AOB**

none

**Next Call**

* Mar. 20th, 2017