SDWG - Form Definition and Questionnaire Response Subgroup Meeting

**Logistics:**

 *Date / Time:* May 21, 2013, 3:00pm to 4:00pm EDT

 *Location:* Telco

 *Facilitator:* Martin Rosner

Note taker: Martin Rosner

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Meeting information

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Topic: Questionnaire and Response HL7 IG Drafting

Date: Every Tue., from Tue, January 28, 2013 to no end date

Time: 3:00 pm, Eastern Standard Time (New York, GMT-05:00)

Meeting Number: 499 376 271

Meeting Password: (This meeting does not require a password.)

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To start or join the online meeting

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Go to <https://continuaalliance.webex.com/continuaalliance/j.php?ED=18250233&UID=492541537&RT=MiMxMQ%3D%3D>

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Audio conference information

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To receive a call back, provide your phone number when you join the meeting, or call the number below and enter the access code.

Call-in toll number (US/Canada): 1-650-479-3208

Global call-in numbers: <https://continuaalliance.webex.com/continuaalliance/globalcallin.php?serviceType=MC&ED=18250233&tollFree=0>

Access code:499 376 271

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**Attendees:**

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| Name | Affiliation | Present |
| Asim Muhammad | Philips | X |
| Brian Scheller | Healthwise | X |
| Chris Melo | Philips Healthcare |  |
| Emma Jones | Allscripts |  |
| Jessi Formoe | Intuit Inc. |  |
| Jim Kretz | SAMSA |  |
| John Feikema | ONC |  |
| Lisa Brooks Taylor | AHIMA |  |
| Lisa Nelson | Life Over Time Solutions | X |
| Martin Rosner | Philips | X |
| Rick Geimer | Lantana |  |
| Stephen Chu | National E-Health Transition Authority |  |
| Vin Sekar | National E-Health Transition Authority |  |
| Vinayak Kulkarni | Siemens |  |
| Jodie Banks | RelayHealth |  |

**Agenda:**

1. Continue ballot reconciliation for SFD

**Minutes Approval:**

May.14.2013 (available on [wiki](http://wiki.hl7.org/index.php?title=Form_Definition_and_Questionnaire_Response_Documents)) -

**Action Items:**

* Lisa – check on LOINC code assignments – Done – follow-up expected from Jamalynne Deckard – asking for review of drafts and should be no problem to issue LOINC codes – we should capture the places in the spec where we need those.

**Continue ballot reconciliation**

Asim reviews few comments from Lisa, VK, Rita, and Scott:

Lisa - 

VK - 

Rita - 

Scott - 

Based on discussion and dispositions we will prepare block vote for the May 30 SDWG meeting.

Discussion:

* In IG for the response we may want to add informative language how branching logic would be addressed for questions that would be skipped as part of taking the survey.

**AOB**

**Next Regular Call**

* May 28 and on an ad hoc basis based on availability of individual commenters.