SDWG - Form Definition and Questionnaire Response Subgroup Meeting

**Logistics:**

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

 *Location:* Telco

 *Facilitator:* Martin Rosner

Note taker: Martin Rosner

-------------------------------------------------------

Meeting information

-------------------------------------------------------

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.)

-------------------------------------------------------

To start or join the online meeting

-------------------------------------------------------

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

-------------------------------------------------------

Audio conference information

-------------------------------------------------------

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

-------------------------------------------------------

**Attendees:**

|  |  |  |
| --- | --- | --- |
| 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 |  |
| 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 |  |
| Deb Castellanos | Xerox and PH-DOC |  |

**Agenda:**

1. Continue ballot reconciliation for SFD and QR

**Minutes Approval:**

May.28.2013 (available on [wiki](http://wiki.hl7.org/index.php?title=Form_Definition_and_Questionnaire_Response_Documents)) - approved

**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 for SFD and QR**

***Structured Form Definition***

Asim reviews few comments from Lisa and VK:

Lisa – 

VK - 

Based on discussion and dispositions we will prepare block vote for the June 13 SDWG meeting.

***Questionnaire Response***

Asim reviews few comments from Gaye, Lisa, and Martin:

Gaye (on behalf of Rick) – 

Lisa – 

Martin - 

Based on discussion and dispositions we will prepare block vote for the June 13 SDWG meeting.

**AOB**

**Next Regular Call**

* June 11 and on an ad hoc basis based on availability of individual commenters.