**Consumer Mobile Health Application Functional Framework: Meeting Minutes**

**Date/Time** April 13, 2015 2 PM Pacific/5 PM Eastern

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**In Attendance** Nathan Botts

Tim McKay (moderator)

John Ritter

**Agenda:**

Review and approve minutes from 4/6/2015

Discussion concerning suggested approach to model

PHRS-FM: how review content for reuse?

Usability Discussion (John)

In person meeting 4/27/15 (11:30 to 5 Pacific) and 4/28/15 (8:30 to 4 Pacific)

Meeting next week?

**Discussion:**

Decision made to not formally vote on the approval of minutes each week, but to present for any corrections/additions and use the phrase “minutes approved without objections” if the minutes are not updated. Minutes will be posted to the project Wiki.

The minutes from April 6 2015 were approved without objections.

Pros and cons of a “lean” vs “rich” set of conformance criteria for the Framework were discussed. John noted that as the EHR moves to R3, the concept of “shall”, “should”, “may” conformance criteria may be discontinued, replaced with statements about functionality which can be tailored within profiles. In addition, some “may” and “should” criteria in the PHR/EHR models may be very relevant and take the form of “shall” criteria for the Framework. Nathan expressed idea that a way forward could be to work through the Framework criteria following an outline, writing criteria “fresh”, and then use the EHR and PHR models to fill in requirements gaps. John encouraged the Framework to equally consider criteria raised in the EHR Usability work. Tim expressed concern that the Framework be concise enough to be developer-friendly.

There was general agreement that the conformance criteria in the model should be to-the-point and for any one topic only include a limited number of criteria. Sections could be expanded based on feedback from the comment-only ballot. Initial approach will be to address conformance criteria based on the outline, and use PHR/EHR as source material.

**Next steps:**

There will be no weekly meeting next week (April 20) given RSA and ISO meetings.

Tim will send out a document with an outline for entering conformance criteria, and asked team members to send additions to him by Friday this week. Outline will be extended and adjusted as the work unfolds. The Excel file will also include the current PHR conformance criteria as reference—team members were encouraged to spend some time to see what criteria could be most relevant for re-use.

Next meeting will be in-person in Oakland, CA on April 27/28. WebEx will be provided for remote participants. Hope is to break-up meeting participants into two or more subgroups to address sections of the model to rapidly develop a set of conformance criteria which will then be reviewed by the group as a whole.

**Meeting adjourned.**