



# Implementers Committee Minutes

<b>Title</b>	<b>Implementers Committee Meeting Minutes</b>		<b>Date</b>	10.04.2019
<b>Location</b>	<b>Virtual</b>		<b>Time</b>	10:00-11:00 CEST
<b>meeting called by</b>	Alicia Spengler	<b>Type of meeting</b>	Committee Meeting	
<b>Facilitator</b>		<b>Note taker</b>	All	
<b>Agenda 10-04-19</b>	<ul style="list-style-type: none"> <li>• Update on activities of each member of IC</li> <li>• open up to new members</li> </ul>			

#	Item	Discussion	Date
4	Supporting possible opportunities in new partner countries	<ul style="list-style-type: none"> <li>• Initiative has to design processes and develop support mechanisms for countries; not standardized yet</li> <li>• Separate call among Swiss TPH and GIZ took place</li> </ul>	16.01.19
4d	Kyrgyzstan	<ul style="list-style-type: none"> <li>• Link with Bluesquare´s RBF is under analysis</li> </ul>	06.02.19
4e	AeHIN CoP: Thailand	<ul style="list-style-type: none"> <li>• Thailand - looking into the use of openIMIS for managing health insurance for foreign workers in the country/ stateless insurance               <ul style="list-style-type: none"> <li>○ Question: Possible to get those from github and modify it for their business model? We have subcontractors also for this project</li> <li>○ Answer: As long you don't sell it, then the license will allow it. Good to send also the process documentation</li> <li>○ If you want developers to contribute, they can participate in the development committee meetings for the core modules</li> </ul> </li> <li>• Inquiry/comments from Thai team during the inception workshop               <ul style="list-style-type: none"> <li>○ Incorporation of plug-ins (for data exchange)</li> <li>○ Presentation of the process flow in the openIMIS system (for easier grasp of the audience) - use of process maker</li> </ul> </li> </ul>	
4f	AeHIN CoP: Philippines	<ul style="list-style-type: none"> <li>• Ongoing engagement with UPM-PGH and SLMC as partner health education institutions (preliminary meeting conducted last March)</li> <li>• Ongoing engagement with AMSA Philippines (preliminary meeting conducted last March)</li> <li>• Ongoing preparation of the openIMIS lab manual for clinical skills</li> </ul>	06.03.19

		<ul style="list-style-type: none"> <li>• ToT Workshop on openIMIS Lab Manual Use and Assessment tentatively scheduled in August or September</li> <li>• Pre-ToT Workshop orientation with AMSA Philippines tentatively scheduled in June or July</li> </ul>	
	AeHIN CoP: Indonesia	<ul style="list-style-type: none"> <li>• Plan to integrate openIMIS in the MPH curriculum by next semester (faculty meeting in September)</li> </ul>	
	Opportunities in CAM, LAO, MYANMAR	<ul style="list-style-type: none"> <li>• CAM: Look into how to integrate openIMIS in the health informatics program where Dr Mean Sambath (AeHIN member) is teaching</li> <li>• LAO: <ul style="list-style-type: none"> <li>○ Mr Viengthong from MoH Lao informed us during the workshop that they are currently using a vendor-provided system for their health insurance. They are interested in exploring other options. Some points of inquiry from him: <ul style="list-style-type: none"> <li>■ Translation (to Laos language)</li> <li>■ Incorporating online payment</li> <li>■ Uploading XML-based database in the system</li> <li>■ Modifying the label of major components and data fields in the system</li> <li>■ Resources for server (Using Ubuntu?)</li> <li>■ Customization of the system (technical side) - up to what extent,</li> <li>■ How to apply national standards in the system</li> </ul> </li> <li>○ Proposal: Organize an AeHIN Convergence Workshop in Lao PDR and introduce openIMIS (connect with AeHIN focal point, Dr Chansaly Phommavong)</li> </ul> </li> <li>• MYANMAR: No update yet</li> </ul>	
	AeHIN Events	<ul style="list-style-type: none"> <li>• openIMIS Session at the AeHIN-Taiwan IT Collaboration Workshop (Taipei, 26 March 2019) <ul style="list-style-type: none"> <li>○ Draft proceedings: <a href="https://docs.google.com/document/d/1-dl77PfwNfYFgFD3WM1bw2fknBNygZlgivT3CTAzq86c/edit#">https://docs.google.com/document/d/1-dl77PfwNfYFgFD3WM1bw2fknBNygZlgivT3CTAzq86c/edit#</a></li> <li>○ Event write up with photos to be uploaded on the wiki page</li> </ul> </li> <li>• iLEAD Event (Africa, 13 May 2019) <ul style="list-style-type: none"> <li>○ Dr Alvin to give a talk on open source technology</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>○ Dr Alvin to send survey on knowledge products (hopefully to be answered by Saurav)</li> <li>● AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019) <ul style="list-style-type: none"> <li>○ Invite openIMIS would-be implementers in Asia</li> <li>○ Use openIMIS as work focus for the training on project management</li> <li>○ Inquiry on charging transportation funds from openIMIS</li> </ul> </li> </ul>	
	AeHIN Collab/Knowledge Exchange with IFM	<ul style="list-style-type: none"> <li>● Teleconference with IFM on openIMIS integration in the academy last March <ul style="list-style-type: none"> <li>○ IMF might join the ToT Workshop on openIMIS Lab Manual Use and Assessment in the Philippines</li> <li>○ IMF might organize ToT Workshop on openIMIS (technical/development side) in Tanzania</li> </ul> </li> </ul>	
	openIMIS Webinar Series via AeHIN Hour	<ul style="list-style-type: none"> <li>● April 16: Social Health Insurance in Indonesia: Macro Illustration for OpenIMIS use cases (By Dr Anis Fuad) - <b>Invite IFM and university contacts of ABM and Alicia</b></li> <li>● TBC: Using the openIMIS Demo Server <ul style="list-style-type: none"> <li>○ Option A: How to install the demo server</li> <li>○ Option B: How to use the demo server</li> </ul> </li> </ul>	
4g	DRC	<ul style="list-style-type: none"> <li>● Mission planned to start activities again by Xuan Mai in April (week of 15th): Re-Training and set up of new products (existing material will be reused)</li> <li>● Pilot with 8 mutuelles initiated in 2018, scale up is not on the table</li> <li>● Basic use - no mobile phones</li> <li>● Mission to focus on restarting activities</li> <li>● GIZ International Services is responsible for the actual phase now and has asked Swiss TPH to support in a limited way. Scale up right now is not on the table.</li> </ul>	06.03.19
4h	Chad	<ul style="list-style-type: none"> <li>● Feedback / Follow-up is due from workshop (implementers meeting in TnZ) participants</li> <li>● Concept note to take pilot forward being developed to have stakeholders on board (CIDR and SDC)</li> <li>● 1 Health zone covered by project and another 7 or so by CIDR who is waiting for confirmation of continued support from donor - idea was to provide training to all together so roll out could be supported by Swiss TPH and CIDR in respective zones</li> <li>● Timeline - April/Mai, concept note by Damien to clarify a joint support by CIDR and SDC, any activity will not start probably before June.</li> <li>● Always inform and invite P4H Focal Point</li> </ul>	06.03.19

4m	Indonesia	<p>openIMIS Community Indonesia started with Country WP</p> <p>Plan to translate manual to Bahasa. English user manual is <a href="#">here</a>. Request to use readthedocs to develop this documentation. Source code of the documentation can be found <a href="#">here</a>.</p>	06.03.19
4n	Togo	<p>Support from Socieux last year to INAM</p> <p>Need for claims digitalization</p> <p>Follow up with Togo as well as Socieux+ happened, but no reaction yet.</p>	03.04.19
9	Share work plans	<ul style="list-style-type: none"> <li>• Share concept notes of financial agreements as well as technical proposal of CD Tender &amp; work plans among Committee members</li> <li>• Swiss TPH is still due as of need to review and update</li> <li>• Concept notes / proposals still need to be shared</li> <li>• Inception report by STPH and EPOS has been submitted to GIZ</li> </ul>	13.03.19
13	Wiki	<ul style="list-style-type: none"> <li>• Feel free to post content, structure will grow as we go</li> <li>• But don't add empty pages</li> <li>• FaQ should be moved to Knowledge Base (<a href="#">link to Knowledge Base</a>) <ul style="list-style-type: none"> <li>• there is a <a href="#">How-to dublon</a> that should be merged into <a href="#">official one</a> and removed</li> </ul> </li> </ul>	03.04.19
14	Formal sector enrollment	<ul style="list-style-type: none"> <li>• <a href="#">Here</a> is the document along with other feedback.</li> <li>• Review of the group also to become familiar with the process</li> <li>• Please add comments or upload additional documents to this issue on Jira.</li> <li>• Team will try and review before next document</li> <li>• Nepal has passed bill to include formal sector - perhaps more input coming from Nepal currently not clear how or when this will be done, to be followed up by SSr.</li> <li>• SSr/VR to send an invite to move this forward on this issue queue - next step would be the group gets together (Implementers committee) to move this to the next step</li> </ul>	03.04.19
14a	Discussion on formal sector enrollment	<ul style="list-style-type: none"> <li>• Would this impact in the legal entity status, where registered, responsibility (Michael)?</li> <li>• Michael writes bullet points on experience with other software (Michael will do and share it as separate document)</li> <li>• Viktoria to follow up</li> </ul>	20.03.19
15	Implementation Starter Kit	<ul style="list-style-type: none"> <li>• Sub committee discussion about website and how content should be structured.</li> <li>• Responsibilities were to be indicated by all as to who will take lead in developing content for the different pages including the section on the implementation starter kit</li> <li>• Starter kit will be restructured from what we have now - emphasis should be on this!</li> </ul>	10.04.19

		<ul style="list-style-type: none"> <li>• Upload and update on the <a href="#">Wiki</a> (publically available) - draft based on existing experience requires feedback from the group.</li> <li>• GIZ having meeting with website company to talk about structure etc.</li> <li>• Further need to define tools, contents, formats</li> <li>• Working Group has been composed at Implementers Workshop</li> <li>• Update documentation with hands on experiences from Country Assessments as Malawi, Rwanda, Cameroon, DRC, CHAD</li> <li>• RC and KC will share proposal for first step</li> </ul>	
16	Costing tool/template	<ul style="list-style-type: none"> <li>• Create spreadsheet to estimate the costs required for implementation. Link with Implementation Starter Kit.</li> <li>• Alvin to share pre-existing tool with Viktoria (AM delegating to KCP to get copy from SILA team)</li> <li>• JL uploaded file to Wiki. SSr has reviewed and responded to JL. Awaiting further clarification before moving forward</li> </ul>	10.04.19
19	Snomed	<p>AeHIN is setting up open source version of Apelon, a terminology service (can accommodate SNOMED and can be used by country if they have a national license)</p> <ul style="list-style-type: none"> <li>- work in progress</li> <li>- We will ask RoseAnn to install on a virtual machine</li> </ul>	20.03.19
23	Messaging chat	<ul style="list-style-type: none"> <li>• Jembi can offer free slack channel in their works pace</li> <li>• ideal solution would be to get an openIMIS work space (slack)</li> <li>• approach still under discussion. There are different options: forum (google groups); chat functionality (Skype not ideal); <ul style="list-style-type: none"> <li>○ Uwe/everyone looking at options</li> </ul> </li> </ul>	20.03.19
26	openHIE Sub-community "HF towards UHC"	<p>openIMIS participates at the openHIE Community, at the moment in the HF towards UHC Subcommunity, other Sub-Communities might be relevant</p> <p><a href="https://wiki.ohie.org/">https://wiki.ohie.org/</a></p> <p>RC and DF presented ol at the general openHIE call</p>	03.04.19
27	Link with Developers Committee	<p>Modularization is still not clear</p> <ul style="list-style-type: none"> <li>• separate meeting to discuss the boundaries to define the modules</li> <li>• external experts might be implicated</li> </ul>	03.04.19
29	Thematic areas on the wiki	<p>Create thematic topic spaces on the Wiki, e.g. Data privacy, interoperability, etc. in order to reach out to a broader audience</p> <p><a href="https://openimis.atlassian.net/wiki/spaces/OP/pages/607223809/Thematic+Areas">https://openimis.atlassian.net/wiki/spaces/OP/pages/607223809/Thematic+Areas</a></p>	13.03.19
29. a	Data Analytics	<p>Develop further the wiki page on data analytics to capture further needs of users like Rwanda. Engage through CHAI to engage RSSB to link to Wiki page and contribute to new user requirements.</p>	03.04.19

29. b	M&E	Indicators for health financing scheme management will be collected on the <a href="#">Wiki</a> to create a sort of Master list	03.04.19
29. c	Data privacy	<ul style="list-style-type: none"> <li>Guidance is being provided by Swiss TPH / HPSS</li> <li>Draft policy document and push it forward to PORALG</li> </ul>	19.01.19
31	Communication material French	MG started to produce French material. XM is supporting wording / terminology.	03.04.19
34	Bluesquare / New partners	Bluesquare is part of the Developers Committee Interested in identifying opportunities to support Country Implementations Can facilitate link to Belgium and French Development Cooperation	06.02.19
37	AeHIN - ASK Programme	ASK Programme was just created by AeHIN openIMIS as 1st knowledge product Architectural processes <ul style="list-style-type: none"> <li>April 9 (6 AM): Call with ASK SWG (<a href="https://path.zoom.us/j/399343690">https://path.zoom.us/j/399343690</a>)</li> <li>Need more input on the architecture part (if developers' committee can be represented as well)</li> </ul>	03.04.19
38	Issue tracking process	Issue queue and respective work flows have been discussed Further information on the <a href="#">wiki</a> <ul style="list-style-type: none"> <li>Developers Committee proposed an <a href="#">updated process for the Issue tracking and management</a></li> <li>Discuss on 27.03.19 about the process</li> <li>Budget estimation: from technical side, need to estimate workload</li> <li>To define responsibility and roles</li> <li>For major feature requests, it is the SG deciding on implementation.</li> <li>TAG is advising independently on bigger strategic/ technical issues and can be consulted</li> <li>Thresholds are not yet clear for the various decision levels (bugs/ features/ ...)</li> <li>Start an example issue "treatment" to check the process</li> <li>Rename "pending" stage to "prioritization"</li> <li>UAT might be a challenge due to various versions/ terminology. Testing time lines might be different in TZ/ Nepal</li> <li>IC will take up checking the IC steps in the flow chart</li> <li>Set up a separate call on updates from IC</li> <li>Documentation as part of the process flow <ul style="list-style-type: none"> <li>Multiple languages</li> </ul> </li> </ul>	27.03.19

39	BI Workshop	<ul style="list-style-type: none"> <li>• Uwe gave a lecture type of workshop on Business Intelligence with DHIS2 - Contents: <a href="#">on wiki</a></li> <li>• Follow up call last week</li> <li>• Abstract on the activity was sent to the DHIS2 annual conference in Oslo</li> </ul>	03.04.19
40	FAQ	<ul style="list-style-type: none"> <li>• Updating the FAQ based on issue queue</li> <li>• Consolidate in WIKI and knowledge base</li> <li>• To be followed up on integration/ use within website context</li> </ul>	27.03.19

### **Upcoming Events:**

- **THE FUTURES OF eHEALTH, Social, legal and ethical challenges**, 29–30 April 2019 | HIIG | [Französische Str. 9](#) | 10117 Berlin
- DHIS2, Call for abstracts
- Health Financing Forum, 09-10th of April 2019, DC
- IHeA
- AIM - International association for mutuelles annual meeting (26 June) - Siddharth requested to present on experience of technologies with mutuelles (idea would be to also flag openIMIS in the discussion).