Implementers Committee Minutes

Title	Implementers Committee Meeting Minutes		Date	08.05.2019
Location	Virtual		Time	10:00-11:00 CEST
meeting called by	Alicia Spengler	Type of meeting	Committee Meeting	
Facilitator		Note taker	All	
Agenda 08-05-19	● Institutional updates ● Country updates ● Events			

#	Item	Discussion	Date
4	Supporting possible opportunities in new partner countries	● Initiative has to design processes and develop support mechanisms for countries; not standardized yet ● Separate call among Swiss TPH and GIZ took place	16.01.19
4d	Kyrgyzstan	● Link with Bluesquare´s RBF is under analysis	06.02.19

4ea	AeHIN CoP: Thailand	• Thailand - looking into the use of openIMIS for managing health insurance for foreign workers in the country/ stateless insurance
		   o Question: Possible to get those from github and modify it for their business model? We have subcontractors also for this project
		   o Answer: As long you don't sell it, then the license will allow it. Good to send also the process documentation
		   o If you want developers to contribute, they can participate in the development committee meetings for the core modules
		• Inquiry/comments from Thai team during the inception workshop
		   o Incorporation of plug-ins (for data exchange)
		   o Presentation of the process flow in the openIMIS system (for easier grasp of the audience) - use of process maker
		• Setting up a test instance (not yet for implementation) for the stateless insurance. Still exploring which server to use
		   o Headed by Dr Ananat who we will meet in person in July for the AeHIN PRINCE 2 Training
		• Would be good to have some documentation on work processes so we can share ideas of how to set up openIMIS for the scheme (SBh)
			08.05.19

4eb	AeHIN CoP: Philippines	• Ongoing engagement with UPM-PGH and SLMC as partner health education institutions (preliminary meeting conducted last March)
		• Ongoing engagement with AMSA Philippines (preliminary meeting conducted last March)
		• Ongoing preparation of the openIMIS lab manual for clinical skills
		   o To be revised for second draft - more suited towards processes that will be used for clinical skills and general system administration functions)
		• ToT Workshop on openIMIS Lab Manual Use and Assessment scheduled on:
		   o August 10 (SLMC)
		   o August 17 (PGH)
		• Pre-ToT Workshop orientation with AMSA Philippines tentatively scheduled in June or July
			08.05.19

4ec	AeHIN CoP: Indonesia	• Plan to integrate openIMIS in the MPH curriculum by next semester (faculty meeting in September) • Will conduct FGD sessions in UGM for two tracks: (1) health insurance and (2) health information systems - will give update next month	08.05.19

| 4ed | Opportunities in CAM, LAO, MYANMAR | CAM: Look into how to integrate openIMIS in the health informatics program where Dr Mean Sambath (AeHIN member) is teaching LAO: 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: Translation (to Laos language) Incorporating online payment Uploading XML-based database in the system Modifying the label of major components and data fields in the system Resources for server (Using Ubuntu?) Customization of the system (technical side) - up to what extent, How to apply national standards in the system Proposal: Organize an AeHIN Convergence Workshop in Lao PDR and introduce openIMIS (connect with AeHIN focal point, Dr Chansaly Phommavong) Waiting for a response from Dr. Chansaly. MYANMAR: No update yet | 24.04.2019 |
| 4ef | AeHIN Events | openIMIS Session at the AeHIN-Taiwan IT Collaboration Workshop (Taipei, 26 March 2019) Draft proceedings: https://docs.google.com/document/d/1-dl77PfwnYFgFD3WM1bw2fknBNygzIgivT3CTAzq86c/edit# Event write up with photos to be uploaded on the wiki page iLEAD Event (Africa, 13 May 2019) Dr Alvin to give a talk on open source technology Dr Alvin to send survey on knowledge products (hopefully to be answered by Saurav) Telemedicine Conference (Kuala Lumpur, 20-21 June 2019) AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019) | |

		• o Invite openIMIS would-be implementers in Asia o Use openIMIS as work focus for the training on project management o Inquiry on charging transportation funds from openIMIS • China Beijing International High-Tech Expo/ CHITEC (Beijing, 20-21 June 2019 - TBC)	
4eg	AeHIN Collab/Knowledge Exchange with IFM	• Teleconference with IFM on openIMIS integration in the academy last March o IMF might join the ToT Workshop on openIMIS Lab Manual Use and Assessment in the Philippines o IMF might organize ToT Workshop on openIMIS (technical/development side) in Tanzania	
4eh	openIMIS Webinar Series via AeHIN Hour	• TBC: Using the openIMIS Demo Server o Option A: How to install the demo server -> schedule o Option B: How to use the demo server	17.04.19
4ei	AeHIN Technical Questions	• How to update libraries of medicine? o Put up apelon terminology service/ web service for semantics • Where to put openIMIS instances? o Buy virtual server/ install from the nepalese instance o Set-up a telecon on localization o Discuss offline with Rose Ann • MS SQL Server Edition o Developer edition? o Express	17.04.19
4g	DRC	• Mission by Xuan Mai in April (week of 15th): Re-Training and set up of new products (existing material will be reused) • Pilot with 8 mutuelles initiated in 2017, scale up is not on the table • Basic use - no mobile phones • Mission to focus on restarting • 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. • Restarted activities with configuration, trainings, and introduced offline version • Introduced the initiative • Use of offline solution a point of discussion coming out of the mission	17.04.19
4h	Chad	• Feedback / Follow-up is due from workshop (implementers meeting in TnZ) participants • Concept note to take pilot forward being developed to have stakeholders on board (CIDR and SDC) • 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	17.04.19

		supported by Swiss TPH and CIDR in respective zones ● Timeline - Junei, concept note by Damien to clarify a joint support by CIDR and SDC, any activity will not start probably before June. ● Always inform and invite P4H Focal Point, Saibou Seynou and Damien (STPH) ● Suppose to start to work	
4m	Indonesia	openIMIS Community Indonesia started with Country WP Plan to translate manual to Bahasa. English user manual is [here](#). Request to use readthedocs to develop this documentation. Source code of the documentation can be found [here](#).	17.04.19
4n	Togo	Support from Socieux last year to INAM Need for claims digitalization Follow up with Togo as well as Socieux+ happened, but no reaction yet.	03.04.19
4o	Stephen/ Burundi	Discussion was held, to wait and see what happens Potential other countries: Sudan, Somalia, Chad	17.04.19

4p	Nepal	Started of in 2016
		Some features departed from Nepal requirements
		Since role out, use of system and health insurance it has steadily grown
		In Nepal Health Insurance started with Information System being openIMIS
		More than 500 health facilities, 1.2 Million insurees (1,5 Mio total number managed)
		Sharp rise in number of claims (5000 claims / day)
		Hosted on physical machine in government data centre
		Used by multiple claim administrators
		Transitioned to Master Version, looking at using enrolment app
		A lot of requests coming in which made it to issue queue
		IT team: 4 developers + GIZ support
		Most requests from staff that reviews claims (more complicated), others are very small requests
		Reasons:
		  - wants to look at patterns to detect fraud
		  - history of patient/facility
		  - different views are needed (multi-dimensional)
		  - look beyond at additional information
		  - small team for a high quantity of claims
		  - HIB is looking for solutions as ML, AI
		  - Better data analytics platform
		    - Tying this up with HISP India
			08.05.19

4r	Egypt	Localize openIMIS in arab language IT Company send an email to openIMIS Team for cooperation agreement Further information is needed	08.05.19
13	Wiki	● Feel free to post content, structure will grow as we go	03.04.19

		• But don't add empty pages • FaQ should be moved to Knowledge Base (link to Knowledge Base) • there is a How-to dublon that should be merged into official one and removed	
13b	Messaging chat	• Jembi can offer free slack channel in their works pace • ideal solution would be to get an openIMIS work space: slack • approach still under discussion. There are different options: forum (google groups); chat functionality (Skype not ideal); ○ Uwe/everyone looking at options	20.03.19
13c	Modules definition	• Process Matrix according to JLN collection of generic user requirements for an IMIS: https://openimis.atlassian.net/wiki/spaces/OP/pages/807600219/Background+-+Joint+Learning+Network+for+UHC	08.05.19
14	Formal sector enrollment	• Here is the document along with other feedback. • Review of the group also to become familiar with the process • Please add comments or upload additional documents to this issue on Jira. • Team will try and review before next document • 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 SBh • 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: IC comments until 30.04 and then reach out to DC • Review by DC to get estimates the development cost - Dragos will introduce document in the next meeting	24.04.19
14a	Discussion on formal sector enrollment	• Would this impact in the legal entity status, where registered, responsibility (Michael)? • Michael has provided bullet points on experience with other software • Michael had shared it as separate document) • Viktoria to follow up	17.04.19
15	Implementation Starter Kit	• Sub committee discussion about website and how content should be structured. • 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 • Starter kit will be restructured from what we have now - emphasis should be on this! • Upload and update on the Wiki (publically available) - draft based on existing experience requires feedback from the group. • GIZ having meeting with website company to talk about structure etc. • Further need to define tools, contents, formats	10.04.19

		• Working Group has been composed at Implementers Workshop • Update documentation with hands on experiences from Country Assessments as Malawi, Rwanda, Cameroon, DRC, CHAD • RC and KC will share proposal for first step	
16	Costing tool/template	• Create spreadsheet to estimate the costs required for implementation. Link with Implementation Starter Kit. • Alvin to share pre-existing tool with Viktoria (AM delegating to KCP to get copy from SILA team) • JL uploaded file to Wiki. SSr has reviewed and responded to JL. Awaiting further clarification before moving forward • SSr to react on the clarifications.	24.04.19
19	Snomed	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) - work in progress - We will ask RoseAnn to install on a virtual machine - wait for cloud installation to complete	24.04.19
26	openHIE Sub-community "HF towards UHC"	openIMIS participates at the openHIE Community, at the moment in the HF towards UHC Subcommunity, other Sub-Communities might be relevant https://wiki.ohie.org/ RC and DF presented oI at the general openHIE call	24.04.19
27	Link with Developers Committee	Modularization is still not clear • separate meeting to discuss the boundaries to define the modules • external experts might be implicated Developers Committee should look at the need that countries might only want to use the claims module and not the beneficiary management module provided by openIMIS	24.04.19
29	Thematic areas on the wiki	Create thematic topic spaces on the Wiki, e.g. Data privacy, interoperability, etc. in order to reach out to a broader audience https://openimis.atlassian.net/wiki/spaces/OP/pages/607223809/Thematic+Areas	13.03.19
29. a	Data Analytics	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. Data Analytics - iHEA pre congress session (session titled: Value of Health Insurance data from a public health perspective) inputs from AeHIN would be much appreciated towards this event.	03.04.19

29. b	M&E	Indicators for health financing scheme management will be collected on the [Wiki](#) to create a sort of Master list - Sub-group on indicators with DC/ HISP India - Cooperation with JLN for a workshop in Nepal (23rd til 25th June 2019)- [Event and pdf in wiki](#) Ongoing work, wiki page is being updated with several resources. Calls on Fridays.	08.05.19
29. c	Data privacy	- Guidance is being provided by Swiss TPH / HPSS - Draft policy document and push it forward to PORALG	19.01.19
31	Communication material French	MG started to produce French material. - Factsheet and glossary are in [WIKI](#) - Standard presentation slides for review with XM	24.04.19
37	AeHIN - ASK Programme	ASK Programme was just created by AeHIN openIMIS as 1st knowledge product Architectural processes - April 9 (6 AM): Call with ASK SWG (https://path.zoom.us/j/399343690) - Need more input on the architecture part (if developers' committee can be represented as well)	03.04.19
38	Issue tracking process	Issue queue and respective work flows have been discussed Further information on the wiki - Developers Committee proposed an [updated process for the Issue tracking and management](#) - The proposed process will be updated Direct new requests to Jira Service Desk In the new website, inform on this in the contact section To all email requests reply to send it to the service desk	08.05.19
40	FAQ	- Updating the FAQ based on issue queue - Consolidate in WIKI and knowledge base - To be followed up on integration/ use within website context	24.04.19
42	Contributors agreement	It would be interesting to have a contributors agreements for openIMIS: <ol type="a"> - Developers (to the code) - Implementers? RC will send a template, example Developers Committee should take this forward	08.05.19
43		Monthly Report call : [April 2019](#) - What was done last month? - how many days left?	08.05.19

		● What will be done next month?	

Upcoming Events:
- IHeA - July 14th iHEA pre congress session
- 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).