



Implementers Committee Minutes

Title	Implementers Committee Meeting Minutes		Date	07.06.2019
Location	Virtual		Time	10:00-11:00 CEST
meeting called by	Alicia Spengler	Type of meeting	Committee Meeting	
Facilitator		Note taker	All	
Agenda 07-06-19	<ul style="list-style-type: none"> • Discussion with DC reps: Formal sector, user interface, issue tracking process update 			

#	Item	Discussion	Date
4	Supporting possible opportunities in new partner countries	<ul style="list-style-type: none"> • 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
4.4	Kyrgyzstan	<ul style="list-style-type: none"> • Link with Bluesquare's RBF is under analysis 	06.02.19
4.5	AeHIN CoP: Thailand	<ul style="list-style-type: none"> • 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"> ○ Question: Possible to get those from github and modify it for their business model? We have subcontractors also for this project ○ Answer: As long you don't sell it, then the license will allow it. Good to send also the process documentation ○ 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 <ul style="list-style-type: none"> ○ Incorporation of plug-ins (for data exchange) ○ 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 <ul style="list-style-type: none"> ○ Headed by Dr Ananat who we will meet in person in July for the AeHIN PRINCE 2 Training 	08.05.19

		<ul style="list-style-type: none"> • 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) 	
4.6	AeHIN CoP: Philippines	<ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> ○ 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: <ul style="list-style-type: none"> ○ August 10 (SLMC) ○ August 17 (PGH) • Pre-ToT Workshop orientation with AMSA Philippines tentatively scheduled in June or July 	08.05.19
4.7	AeHIN CoP: Indonesia	<ul style="list-style-type: none"> • 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
4.8	Opportunities in CAM, LAO, MYANMAR	<ul style="list-style-type: none"> • CAM: Look into how to integrate openIMIS in the health informatics program where Dr Mean Sambath (AeHIN member) is teaching • LAO: <ul style="list-style-type: none"> ○ 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"> ■ 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 	24.04.2019

		<ul style="list-style-type: none"> ○ Currently waiting for approval from MoH for the conduct of AeHIN Convergence Workshop in Lao PDR (point person is Dr Chansaly Phommavong) <ul style="list-style-type: none"> ■ WHO Lao will be the main coordinator ■ ADB HQ interested to join also ● MYANMAR: No update yet 	
4.9	AeHIN Events	<ul style="list-style-type: none"> ● Telemedicine Conference (Kuala Lumpur, 20-21 June 2019) ● AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019) <ul style="list-style-type: none"> ○ Invite openIMIS would-be implementers in Asia ○ Use openIMIS as work focus for the training on project management ○ Inquiry on charging transportation funds from openIMIS ○ Organize openIMIS Regional Side Meeting; Invite Saurav as Resource Person ● China Beijing International High-Tech Expo/ CHITEC (Beijing, 20-21 June 2019 - TBC) ● next week openIMIS webinar (27-31 May) 	
4.10	AeHIN Collab/Knowledge Exchange with IFM	<ul style="list-style-type: none"> ● Teleconference with IFM on openIMIS integration in the academy last March <ul style="list-style-type: none"> ○ IMF might join the ToT Workshop on openIMIS Lab Manual Use and Assessment in the Philippines ○ IMF might organize ToT Workshop on openIMIS (technical/development side) in Tanzania 	
4.11	openIMIS Webinar Series via AeHIN Hour	<ul style="list-style-type: none"> ● May 28: AeHIN Hour: Opportunities for openIMIS in Cambodia by Dr Mean Sambath (http://bit.ly/AHreg121) ● TBC (Block: deciding which server to buy) <ul style="list-style-type: none"> ○ openIMIS Terminology (For Application Administrators) ○ openIMIS Localized Installation (For System Administrators) ○ openIMIS Use in Clinical Lab Skills (For Faculty and Students in Medical Schools) ● Internal Meeting (2nd) for AeHIN Regional CoP on May 30 (also onboarding of Sri Lanka) 	17.04.19
4.12	AeHIN Technical Questions	<ul style="list-style-type: none"> ● Setting-up of Terminology Service: Currently using linode to set-up the Apelon Terminology Service ● Procurement of Server: Looking into buying Azure instead of GoDaddy ● MS SQL Server Edition <ul style="list-style-type: none"> ○ Developer edition 	22.05.19

		<ul style="list-style-type: none"> ○ Express 	
4.13	DRC	<ul style="list-style-type: none"> ● 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 ● integration of broader health information system is a relevant question ● Potential for SDC/BMZ funds to support implementation activities - to discuss further based on other proposals to increase support to DRC implementation 	22.05.19
4.14	Chad	<ul style="list-style-type: none"> ● Timeline - June, 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 ● July is the first mission, probably focussing on training, stakeholder onboarding 	22.05.19
4.19	Indonesia	<p>openIMIS Community Indonesia started with Country WP</p> <p>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.</p>	17.04.19
4.20	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
4.21	Burundi	<p>Discussion was held with Stephen XXX, wait and see what happens</p> <p>Potential other countries: Sudan, Somalia, Chad</p>	17.04.19
4.22	Nepal	<p>Started of in 2016</p> <p>Some features departed from Nepal requirements</p> <p>Since role out, use of system and health insurance it has steadily grown</p> <p>In Nepal Health Insurance started with Information System being openIMIS</p> <p>More than 500 health facilities, 1.2 Million insurees (1,5 Mio total number managed)</p> <p>Sharp rise in number of claims (5000 claims / day)</p> <p>Hosted on physical machine in government data centre</p> <p>Used by multiple claim administrators</p> <p>Transitioned to Master Version, looking at using enrolment app</p> <p>A lot of requests coming in which made it to issue queue</p> <p>IT team: 4 developers + GIZ support</p> <p>Most requests from staff that reviews claims (more complicated), others are very small requests</p> <p>Reasons:</p> <ul style="list-style-type: none"> - wants to look at patterns to detect fraud - history of patient/facility 	08.05.19

		<ul style="list-style-type: none"> - 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 <ul style="list-style-type: none"> - Tying this up with HISP India 	
4.24	Egypt	<p>Localize openIMIS in arab language IT Company send an email to openIMIS Team for cooperation agreement Further information is needed</p>	08.05.19
4.25	Mali	<ul style="list-style-type: none"> ● Call scheduled with Intrahealth (also host of iHRIS) ● Interest in exploring openIMIS for Sahel countries ● Contact with AFD TTL 	22.05.19
4.26	Tanzania	<ul style="list-style-type: none"> ● next phase will be national level - owner/stakeholder of openIMIS is unclear - parliament is discussing national health insurance bill ● project teams will be present in zones (cluster of regions) - hopefully through moh structure and otherwise one national team (coordination with PORALG, MOH (and NHIF)) ● Follow up bilaterally to ensure coordination in Tanzania with GIZ country programme 	22.05.19
13	Wiki	<ul style="list-style-type: none"> ● Feel free to post content, structure will grow as we go ● 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 	03.04.19
14	Formal sector enrollment	<ul style="list-style-type: none"> ● 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 ● 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 ● IC should finalize document to be submitted to the DC - Call with DD, SBh, VR, SSr, Anis? to finalize the document (business/technical specification), pre-call document should be read, first week of June (4th of June) ● Gather more inputs from Nepal workshop ● List of external experts to provide input on the current document - until mid July 	22.05.19

		<ul style="list-style-type: none"> • DC should also provide feedback at some point if the specification is detailed enough • Set up a call the week of the 17th of June 	
14a	Discussion on formal sector enrollment	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • RC started to write content on the implementation steps • Reference material which provided substance to what we are saying • Template (based in TZ Workshop exercise) which would help countries to reflect on their system 	22.05.19
16	Costing tool/template	<ul style="list-style-type: none"> • 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. • Needs to be less complex for countries to use with guiding questions: #of beneficiaries / #of facilities etc... -> based on the responses, gives an estimate • Cover sheet with the questions • Hardware & user trainings cost, one assessment mission. Customization remains open and to be estimated 	15.05.19
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"> - work in progress - We will ask RoseAnn to install on a virtual machine - wait for cloud installation to complete - SNOMED conference in October (Kuala Lumpur) - AM will provide contact to MW 	15.05.19
26	openHIE Sub-community "HF towards UHC"	<p>https://wiki.ohie.org/</p> <p>RC took part in the last call: interoperability, requirements for HF systems.</p> <p>May 2019 minutes</p> <p>To suggest a continuous agenda item, e.g. on formal sector</p> <p>Follow up on the JLN workshop in Nepal</p> <ul style="list-style-type: none"> • requested presentation by openIMIS for next call. Information will be provided. 	22.05.19
27	Link with Developers Committee	Modularization is still not clear	22.05.19

		<ul style="list-style-type: none"> • separate meeting to discuss the boundaries to define the modules • external experts might be implicated <p>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</p> <p>WIKI Claim module scope link</p> <p>DC and IC needs to look at Wiki / legacy system</p> <p>Schedule separate call to discuss the Claim module (BlueSquare, SPTH, GIZ)</p>	
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>https://openimis.atlassian.net/wiki/spaces/OP/pages/607223809/Thematic+Areas</p> <p>Strategies how to get others contribute and participate in discussions</p>	22.05.19
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> <p>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.</p>	03.04.19
29. b	M&E	<p>Indicators for health financing scheme management will be collected on the Wiki to create a sort of Master list</p> <ul style="list-style-type: none"> • Sub-group on indicators with DC/ HISP India • Members indicators done, half way through the claims <p>Ongoing work, wiki page is being updated with several resources. Calls on Fridays. Once finished it will be shared with IC.</p>	15.05.19
29. c	Data privacy	<ul style="list-style-type: none"> • Guidance is being provided by Swiss TPH / HPSS • Draft policy document and push it forward to PORALG 	19.01.19
31	Communication material French	<p>MG started to produce French material.</p> <ul style="list-style-type: none"> - Factsheet and glossary are in WIKI - Standard presentation slides for reviewed by XM - Were used in Cameron, updates will be integrated into the generic one - Glossary will be referred to the English terminology in the Wiki - Separate discussion on francophone material and software documentation - SPTH to review - JLN document that we used as basis for the terms 	15.05.19

		http://www.jointlearningnetwork.org/technical-initiatives/information-technology/glossary#claim wiki glossary ENG https://openimis.atlassian.net/wiki/spaces/KB/pages/808550427/Claim wiki gossary FR https://openimis.atlassian.net/wiki/spaces/FR/pages/819396979/dictionnaire	
37	AeHIN - ASK Programme	ASK Programme was just created by AeHIN openIMIS as 1st knowledge product Architectural processes <ul style="list-style-type: none"> • May 14 (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) • Now has access to the Health Enterprise Reference Architecture (O-HERA) and the Federal Health Information Model (FHIMS.org) • Knowledge Product should be included in WHO DH Atlas 	03.04.19
38	Issue tracking process	Issue queue and respective work flows have been discussed Further information on the wiki <ul style="list-style-type: none"> • 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 DD presented the changes to the IC Include timeline into the issue queue	07.06.19
40	FAQ	<ul style="list-style-type: none"> • 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
41	Website	Marilyn will reach out again to everybody to request content	22.05.19
42	Contributors agreement	It would be interesting to have a contributors agreements for openIMIS: <ol style="list-style-type: none"> a) Developers (to the code) b) Implementers? RC will send a template, example Developers Committee should take this forward	15.05.19
43	DC Monthly Report call	April 2019 Next call 03.06 at 12.00 EU time	08.05.19

		<ul style="list-style-type: none"> • What was done last month? • How many days left? • What will be done next? 	
44	JLN workshop Nepal	Nepal, end of June Create WIKI event and share the concept note	15.05.19
45	French version of Software	Terminology is not always clear Developers / Implementers need a joint understanding and usage of terminology Have a separate call on it (MG, DD, XM, VR)	15.05.19
46	New openMIS version released	openMIS April 2019 Release out on 10th May: <ul style="list-style-type: none"> • Web Application • Web Services • Database 	15.05.19
47	Modules definition based on JLN	<ul style="list-style-type: none"> • Process Matrix according to JLN collection of generic user requirements for openMIS: https://openimis.atlassian.net/wiki/spaces/OP/pages/807600219/Background+-+Joint+Learning+Network+for+UHC 	15.05.19
48	New feature requests	Issue queue: https://openimis.atlassian.net/projects/OSD/queues/custom/8 Please provide inputs on: OSD-28 , OSD-50 , OSD-51 , OSD-45 , OSD-29 , OSD-23 , OSD-26 , OSD-12 , OSD-32 , OSD-31 , OSD-22 , OSD-39 Set up a call DC / IC for refining requirements and align them to system architecture VR to add on new features from new countries in the issue queue	07.06.19
49	UI/UX Working group	Composed by developers, implementers and end users from implementing countries Meeting on 14.06.19, 9am CET. Invitation will be sent out	07.06.19
50	Gumzo monthly meeting	Implementers should participate Next one for July: 01.07.	07.06.19
51	Accounting system	Automated process of billing, linkage to the accounting system Put it into the issue queue	07.06.19
52	Claim tracking	Facilities would like to be able to track the claims status through the system Put it into the issue queue	07.06.19
53	User engagement	How to engage user organizations - new and existing ones? e.g. DHIS2 has a very open user list May-be open up a googlegroup mailing list for users Collect system requirements from them	07.06.19

Upcoming Events:

- DHIS2 - June, 21st, OSLO

- JLN Workshop in Nepal, 23-25th of June
- 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).