Implementers Committee Minutes

Title	Implementers Committee Meeting Minutes		Date	16.08.2019
Location	Virtual		Time	10:00-11:00 CEST
meeting called by	Alicia Spengler	Type of meeting	Committee Meeting	
Facilitator		Note taker	All	
Agenda	- Notice D release - https://applications.digitalsquare.io/rfa-2019-016 - https://static1.squarespace.com/static/59bc3457ccc5c5890fe7cacd/t/5d4b00b83e8e87000175c84e/1565196473770/RFA+%232019-016+openIMIS+Modularization.pdf - Q&A will be posted here: https://wiki.digitalsquare.io/index.php/Solicitations - Claims UI - BSQ			

#	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
4.4	Kyrgyzstan	- Discussion with the NHIF happened in Bishkek, suggested integration of existing tools; not necessarily introduction of oI. Further analysis of current business process issues needed - GIZ eHealth regional proposal (SFF) to include a business process analysis of the NHIF this year - Link with Bluesquare´s RBF is under analysis	05.07.19
4.5	AeHIN CoP: Thailand	- Thailand - looking into the use of openIMIS for managing health insurance for foreign workers in the country/ stateless insurance - MoH has other priorities and not focused right now on their stateless insurance - For Action: Dr Boonchai to request documentation of work processes for their stateless insurance (which will be given to Saurav and team) - Setting up a test instance (not yet for implementation) for the stateless insurance. Still exploring which server to use - Headed by Dr Ananat who we will meet in person in July for the AeHIN PRINCE 2 Training	21.06.19

4.6	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 - student manual - faculty guide - technical guide - ToT Workshop on openIMIS Lab Manual Use and Assessment postponed from August to September - St Luke's Medical Center - University of the Philippines - VR to connect us with GIZ point person who will visit Manila in mid-september for printed openIMIS materials	16.08.19
4.7	AeHIN CoP: Indonesia	- Aim to embed openIMIS Tutorial in the learning process of Manage Care Course via UGM's medical e-learning platform: http://gamel.fk.ugm.ac.id/ - The course will be delivered through 3 online lecture, 2 webinar series, and 3 tutorial videos complemented with exercise and assignment. - Lecture Videos Topic - Health Insurance Situation in Indonesia - Current Update on Digital Innovation in Health Insurance Scheme in Indonesia - Introducing OpenIMIS in Indonesian Setting - Tutorial Videos Topic (In Bahasa) - User Management - Done - Health Facilities Administration and Utilization - Claim Management	16.08.19
4.8	Opportunities in CAM, LAO, MYANMAR	- CAM: No opportunities identified yet at the country level (national health insurance) because of political issues; Look into partnering with National University of Public Health for using openIMIS in health informatics course - 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	19.07.19

		■ 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
		  ○ Currently waiting for approval from MoH for the conduct of AeHIN Convergence Workshop in Lao PDR (point person is Dr Chansaly Phommavong)
		    ■ WHO Lao will be the main coordinator
		    ■ ADB HQ interested to join also
		MYANMAR:
		● ILO Project approached Swiss TPH with interest in openIMIS
		● Swiss TPH following the discussion and will bring in AeHIN into the discussion to close the loop
		● SSr to provide update on discussions to AeHIN and AeHIN to provide context of their past discussions to Swiss TPH.
		● A call to be organized after this (lead by Dr Boonchai for AeHIN)
		● Connection through STPH with ILO/ looking at a broader social protection landscape and interested in openIMIS implementation (feasibility study etc) in context of health insurance scheme of SSB
		● P4H point to be appointed in autumn (consultant hired by GIZ for now)
		● Lucia helps to check with SDC on the current process
		● AeHIN is waiting for	

4.9	AeHIN Events	● AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019)
		  ○ Organize openIMIS Side Meeting
		    ▪ Invite openIMIS would-be implementers in Asia
		    ▪ Use openIMIS as work focus for the training on project management
		    ▪ Nirmal Dhakal from GIZ Nepal will be official openIMIS Initiative representative
			07.19.19

4.10	AeHIN Collab/Knowledge Exchange with IFM	• Teleconference with IFM on openIMIS integration in the academy last March
		    ○ 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	• Monthly Webinar
		    ○ Done/Previous: Health Data Standards and Health Insurance Information Systems : Thailand Experience on 16 July 2019
		    ○ Forthcoming: None so far
		 • Monthly Regional Meeting
		    ○ Done/Previous: June 27 meeting among country hubs
		    ○ Forthcoming: July 30 meeting among country hubs
		 • Online Training Plan
		    ○ openIMIS Terminology (For Application Administrators)
		    ○ openIMIS Localized Installation (For System Administrators)
		    ○ openIMIS Use in Clinical Lab Skills (For Faculty and Students in Medical Schools)
			07.19.19

4.12	AeHIN Technical Questions	• Setting-up of Terminology Service: Currently using linode to set-up the Apelon Terminology Service
		 • Procurement of Server: Ongoing coordination with local provider in the Philippines for AWS server set-up
		 • MS SQL Server Edition
		    ○ Developer edition
		    ○ Express
			07.05.19

4.13	DRC	• 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 • Mission report was submitted to GIZ InS, feedback is due	05.07.19
4.14	Chad	• Swiss Project timeline - 4 years and CIDR project comes to an end mid year but extended to end of this year (Swiss project geographical focus limited while CIDR is national - Swiss project intended to work through CIDR structure)	16.08.19

		• Always inform and invite P4H Focal Point, Saibou Seynou and Damien (STPH) • August is the first mission (has been postponed), focussing on training of trainers, stakeholder onboarding and if possible national outreach to make a presentation if possible with MoH.	
4.19	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. Tutorial videos produced - e-learning platform: link to wiki KP will ask for script to translate from Bahasa into English	16.08.19
4.20	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
4.21	Burundi	Discussion was held with Stephen XXX, wait and see what happens Potential other countries: Sudan, Somalia, Chad	17.04.19

4.23	Sri Lanka	• Plans
		  ○ Event for insurance companies (moving forward towards implementation of openIMIS)
		  ○ Baseline study for health insurance framework
		  ○ Update - association of private health insurances is looking into openIMIS application; event was conducted to gather them last August 7
		  ○ Webinar on Health Insurance in Sri Lanka conducted last week
		  ▪
			16.08.19

4.24	Egypt	Localize openIMIS in arab language IT Company send an email to openIMIS Team for cooperation agreement Further information is needed	08.05.19
4.25	Mali	• 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	• 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	05.07.19

		otherwise one national team (coordination with PORALG, MOH (and NHIF)) • Follow up bilaterally to ensure coordination in Tanzania with GIZ country programme • DD / Patrick have been in Tanzania week of 24th • Releasing payment system - compliance testing (GGP) to allow oI be accessible to live system • With SolDevelo to integrate on Github (October release) • Phase 2 of HPSS is ending July • All activities are stopped on 8th of July • Phase 3 is under development, potentially starts in November • Bridge phase is being requested	
13a	Calendar	• Shared Calendar: http://bit.ly/2FIpNtM • Update Calendar with Events	06.03.19
13b	Messaging chat / Forum	• For the time being, we are using google groups	20.03.19

14	Formal sector enrollment	• List of external experts to provide input on the current document - until mid July
		• DC should also provide feedback at some point if the specification is detailed enough. At the moment PS / DD is looking at it.
		• Call on 5th of July among DC / IC
		    o Other country experiences discussed
		    o Detailed discussion on how to implement
		    o Requirements will be updated
		    o New proposal here
			05.07.19

14a	Legal entity	• 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 • Discussion around legal entity will be put on agenda for next SG meeting • Need for financing, without legal entity you can not invoice • On hold	05.07.19
15	Implementation Starter Kit	• Templates for requirements analysis are being used to adapt them to openIMIS assessment phase based on specific country experience • Implementation steps have been defined (4) and responsibilities been assigned • Some progress on content and requirements by Jembi and EPOS • Tab 1, 3 and 4 summaries are done. • Review by afternoon today, rest by beginning of next week	19.07.19
16	Costing tool/template	• 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	05.07.19

		• Hardware & user trainings cost, one assessment mission. Customization remains open and to be estimated • moved to google sheets, focus on roll-out phase • Updated wanted for next call by JL or VR	
18a	Localization of system	• Steps to follow on localization of system for the context of AeHIN (one instance) and support the resource person to set up once instance and in process enhance existing documentation which form reference for setting up other instances. SSr + DDr to follow up. Waiting for AeHIN to purchase server to install demo for Philippines.	05.07.19
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 - SNOMED conference in October (Kuala Lumpur) - AM will provide contact to MW (Kristin will follow up) - Significant that DC understands more, DD will take it to the DC	05.07.19
26	openHIE Sub-community "HF towards UHC"	https://wiki.ohie.org/ RC took part in the last call: interoperability, requirements for HF systems. May 2019 minutes To suggest a continuous agenda item, e.g. on formal sector Follow up on the JLN workshop in Nepal • requested presentation by openIMIS for next call. Information will be provided. June 2019 minutes There is now a UHC Roadmap, focus on Architecture and business requirements for digital HF Next call on 11th of July, send link with invitation to IC openHIE meeting, DC will participate	19.07.19
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 WIKI Claim module scope link DC and IC needs to look at Wiki / legacy system Schedule separate call to discuss the Claim module (BlueSquare, SPTH, GIZ)	21.06.19

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 Strategies how to get others contribute and participate in discussions	22.05.19
29. a	Data Analytics	• Wiki page is continuously developed and more use cases are added here. • Data Analytics - iHEA pre congress session (session titled: Value of Health Insurance data from a public health perspective) was well received and a workshop concept for openIMIS partners to use is available here • Efforts should be made to further involve users like Rwanda (CHAI and/or RSSB) to contribute to the wiki page discussion as well hubs are encouraged to use the concepts to engage further different stakeholder groups and contribute to this discussion.	19.07.19
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 • Members indicators done, half way through the claims Ongoing work, wiki page is being updated with several resources. Calls on Fridays. Once finished it will be shared with IC. DHIS2 instance has been set up by HISP India and to schedule call to present the initial dashboard (VR)	19.07.19
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 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 - STPH to review - JLN document that we used as basis for the terms http://www.jointlearningnetwork.org/technical-initiatives/information-technology/glossary#claim wiki glossary ENG	15.05.19

		https://openimis.atlassian.net/wiki/spaces/KB/pages/808550427/Claim wiki glossary 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 ● Monthly Call: (https://path.zoom.us/j/399343690) ● Need more input on the architecture part (if developers' committee can be represented as well) ● Status: Leaning towards openHIE architecture framework; will complete TOR of SWGs - mapping of pain points surfaced from Taipei workshop and knowledge products in DHA ● Question: How openIMIS is aligned with openHIE? ○ Some key components of openHIE will be worked on by openIMIS (need: connection with registries) ● Recommendation: Presentation on openHIE + openIMIS Connection (contributions of each party) ● 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	21.06.19
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 DD presented the changes to the IC Include timeline into the issue queue Link to the new feature requests to be reviewed by IC to provide feedback to DC	16.08.19
40	FAQ	● Updating the FAQ based on issue queue ● Consolidate in WIKI and knowledge base	24.04.19

		● To be followed up on integration/ use within website context	
41	Website	Marilyn will reach out again to everybody to verify content Jan reached out to fill in the partners sections in the wiki, which will be linked with the logos of partners on openimis.org	05.07.19

42	Contributors agreement	It would be interesting to have a contributors agreements for openIMIS:
		    a) Developers (to the code)
		    b) Implementers?
		RC will send a template, example
		Developers Committee should take this forward
			15.05.19

44	JLN workshop Nepal	Nepal, conducted,) countries participated WIKI event: Materials will be posted	05.07.19
45	French version of Software	Terminology is not always clear Developers / Implementers need a joint understanding and usage of terminology lokalise.co Presentation call	15.05.19
47	Modules definition based on JLN	● Process Matrix according to JLN collection of generic user requirements for openIMIS: 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 Updates on wiki: https://openimis.atlassian.net/wiki/spaces/OP/pages/859308033/Claim+Screens+mock-ups Some feedback has been provided from TZ team Next call needs to be scheduled	05.07.19
50	Gumzo monthly meeting	April 2019 May 2019 June 2019 Implementers should participate Next call on 5th of August?	05.07.19
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
54	Capacity Development Strategy	● Training topics have been identified and feedback given by Jembi and AeHIN(SSR will restructure accordingly) ● Work on modules will start now and AeHIN and Jembi will be in close loop in the process ● Jembi and AeHIN to identify individuals who would fit in respective module	21.06.19
55	wehubit	https://www.wehubit.be/en/node/7#grants-anchor Local non-profit / public organizations can apply STPH submitted a proposal was to scale up current implementation in DRC	19.07.19
56	GDHF	Proposals submitted, waiting for response	19.07.19
57	Short PPT presentation	Target group: for politicians	

Upcoming Events:
- WHS, October
- Helina
- openMRS Meeting
- openHIE Meeting
- GDHF
- Geneva Health Forum , 24-26 March 2020