Implementers Committee Minutes

Title	Implementers Committee Meeting Minutes	Date	30.10.2019
Location	Virtual	Time	10:00-11:00 CEST
meeting called by	Alicia Spengler	Type of meeting	Committee Meeting
Facilitator		Note taker	All
Agenda	● General updates/catch-up		

#	Item	Discussion	Who?		Date
		A: Action, C: Confidential, D: Decision, I: Information, W: Warning			
4	Supporting possible opportunities in new partner countries	● Initiative has to design processes and develop support mechanisms for countries; not standardized yet	VR	I	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	VR SB	D	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
			Boonchai, Tin	I	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)	Alvin/Tin	I	01.10.19

		● Finalization of the openIMIS lab manual for clinical skills ○ student manual ○ faculty guide ○ technical guide ● ToT with University of the Philippines took place on 12 of September ○ Master of Health Informatics, graduated students ○ Prepare a developed HF curriculum, lack of theory, before to use openIMIS technically (condensed introduction) ● ToT with St Lukes is postponed to November ○ FOR ACTION: Kristin to schedule a call with Siddhart and Alicia to strengthen health financing part of the manual			

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
		 ● Other videos being prepared
		 ○ 1 - Intro of why UGM is motivated to join openIMIS (video: interview between Pak Anis and a reporter)
		 ○ 2 - Health insurance and the need for health insurance system (video: interview between lecturers in Health Policy Dept. of UGM)
		 ● Upcoming FGDs:
		 ○ FGD with students - second discussion regarding potential of openIMIS to be part of learning resources in their public health program
		 ○ Another FGD for recommendation
			Alvin/Tin		01.10.19

		from students on how to adopt openIMIS			

4.8	Opportunities in CAM, LAO	● 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:
		  ○ Interested in openIMIS implementation on a national scale; also interested in DHIS2 integration (point person is Dr Chansaly Phommavong)
		  ○ Plans to conduct convergence workshop in Laos focusing on stakeholder integration
		    ■ WHO Lao will be the main coordinator
		    ■ ADB HQ interested to join also
		    ■ No date yet, but a draft programme
		    ■ Dr Chansaly proposed to join the study tour in Nepal on 30 September (Saurav to share concept note by next monday)
		    ■ Update: Dr Chansaly was not able to attend because of DHIS2 commitment
		    ■ For Action: Tropical Public Health Institute work in Laos (connect Siddhart with academic people from Laos)
			Alvin/Tin		02.10.19

4.8	Myanmar	● 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 - formal sector scheme mainly claims management ● Mission has shifted to November ● Request made by ILO for a field visit to Nepal using end of year funds, after consultation with GIZ colleagues suggestion put forward to forward costs this year but undertake a visit next year.	SSr	A	30.10.19
4.9	AeHIN Events	● AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019) ○ Link to openIMIS workshop output	Alvin/Tin		08.14.19
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			

		o IMF might organize ToT Workshop on openIMIS (technical/development side) in Tanzania			

4.11	openIMIS Webinar Series via AeHIN Hour	● Online Training Plan
		  o openIMIS Terminology (For Application Administrators)
		  o openIMIS Localized Installation (For System Administrators)
		  o openIMIS Use in Clinical Lab Skills (For Faculty and Students in Medical Schools)
			AM, DD, CP		07.05.19

4.12	AeHIN Technical Questions	● openIMIS and Apelon successfully installed
		● MS SQL Server Edition
		  o Developer edition
		  o Express
		● Online training will be organized once everything finished
		● openIMIS instances for Indonesia and Sri Lanka now available
			AM, DD		01.10.19

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 ● Operations are on hold due to Ebola outbreak ● Full proposal for Enable end of the week ● Association of Mutuelles - regional event: Xuan-Mai will participate and present funding from Initiative would be used to fund some participant visits at this event	SSr, XM	I	30.10.19
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, but now only 2 regions) ● Always inform and invite P4H Focal Point, Saibou Seynou and Damien (STPH) ● Essential to get things started out again, a lot of uncertainties, lot of changes, no funds ● Trainings were done, data were entered, focus on enrolment ● XM presented to UHC governmental staff which was received well, but seems that discussion are still far off on national level - DP were also invited ● Organize delegation to visit openIMIS in action ● Main issue with the "indigineous" scheme is targeting / identification	SSr, XM	I	30.10.19

		• Donor landscape is not clear. Besides of SDC there is AFD. Explore. • Follow-up with p4h person: organize visit on high level (GIZ)			
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	KCP		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.	AS	A	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
4.22	Nepal	Formal sector enrolment is being discussed Social Security Fund (Ministry of Labour) is moving forward, component on Health Insurance; Meeting took place, very much interested in using openIMIS for their Health Insurance Component, no SOPs Germany Embassy is interested to support Needed developments: Integration with beneficiary management needs to be integrated (generic requirement, e.g. Rwanda)	SBh	A	30.08.19
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 • Context: • Dominated by private players (28 insurance companies) Limited research • Investment (mutual funds) mix with life and general insurance • Private: Few have outsourced information systems but not fully implemented • State: Paper-based (use of excels but no HIS) Problems • Time consuming process for processing reimbursements (direct payment to private health institutions)		KCP	01.10.19

		● Existing health information management insurance systems optimized for their own environment only (no platform that integrates them all) ● Fake claims Need ● Centralized innovation for siloed private health insurance ntiobal trust fund or private ● Streamline healthcare review process and processes for medical officers ● Hope to get approval of government to push data into openIMIS (identifying disease patterns) ● Plan: Conduct a pilot project then present to the ministry ● Goal: Integrated insurance systems from private health insurance (single data entry from insurees) ● Output: Digitization of disease patterns, including morbidity and mortality data Progress: ● All CEOs are interested (meeting with IASL last August 7) ● Another three weeks to get their insights or decision on how to move forward ● UPDATE: Waiting for go-signal from Insurance Regulation Commission CLARIFY: ● Pilot project with national trust fund or their private insurance companies only? - with the insurance regulation commission			
4.24	Egypt	Localize openIMIS in arab language IT Company send an email to openIMIS Team for cooperation agreement Further information is needed	SBh	A	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	AS, VR	A	22.05.19
4.26	Tanzania	● Pro-Doc Phase 3 is approved ● ePayment solution is being tested, removes physcial payment collection process for enrolment officer ● on openIMIS side it is generic, but UI etc. is country specific to the ePayment portal ● Article in TnZ newspaper on german government investing in ICT for national insurance system. Needs to be explored (GIZ?) and hopefully can be aligned to build on openIMIS (https://www.ecofinagency.com/telecom/2210-	SSr	I	30.10.19

		40594-germany-grants-tanzania-8mln-to-improve-ict-use-in-the-health-insurance-system) ● Pharmaccess engagement continuation?			
4.27	Study Tour Nepal	Study tour to Nepal is under planning: the week from 30th Sep Countries/participants: - Cameroon: MoH/CS program, P4H, AfD - Nigeria - Myanmar: ILO, SSB, P4H	VR		30.08.19
4.28	P4H Network	Potential p4h countries, follow up with: ● Burkina Faso, Niger, Haiti, Senegal, Madagascar; ● Regional Meeting on health insurance, cross-country exchange for 7 West African countries	VR AS		13.09.19
4.29	Sierra Leone	EPOS implementing a GIZ Sierra Leone project which was re-orientated back to health financing; government commits to establishing national health insurance programme; study tour is being arranged with high level ministry people; arranging slot for openIMIS presentation if possible Study tour potentially might go to Rwanda (11-15 Nov) and Kenya (6-8 Nov)	GA		30.10.19
4.30	Ghana	EPOS team will be in Ghana in week of 14th, study tour is being organized	GA		01.10.19
4.31	Pakistan	EPOS? Delegation at GIZ in October			
4.32	Bhutan	openIMIS Community was part of the Bhutan Convergence Workshop	AM	I	30.10.19
4.33	Djibouti	Acadys (french company / consulting) is assessing the CNSS Djibouti in digitizing processes. Seems to be a lot of political will and commitment. Inception Mission to assess system was requested. oI will explore this possibility.	VR	A	30.10.19
4.34	FHIR WS Asia	ADB, AeHIN, S-ILA will organize a FHIR workshop openIMIS will participate to integrate into the interoperability framework openIMIS was contacted by ADB to present oI in general, but also to participate in the workshop	KP	I	30.10.19
Community tools					
13a	Calendar	● Shared Calendar: http://bit.ly/2FIpNtM ● Update Calendar with Events	All	I	06.03.19
Requirements, features, and other topics					

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
		   ○ Other country experiences discussed
		   ○ Detailed discussion on how to implement
		   ○ Requirements will be updated
		   ○ New proposal here
			SSr VR DD	A	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	VR, AS	A	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	SSr VR RC	A	10.02.19
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 • 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	SSr JL	A	05.07.19
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. • Installation was done and call now awaited with AeHIN to finalize country customization • Subsequently webinars to be coordinated with AeHIN.	DD, KP	A	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
			AM	I	05.07.19

26	openHIE Sub-community "HF towards UHC"		VR RC	I	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)	DD	A	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	SSr	A	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.	SSr VR	A	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)	VR SSr SBh		19.07.19
29. c	Data privacy	● Guidance is being provided by Swiss TPH / HPSS ● Draft policy document and push it forward to PORALG	SSr	I	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 https://openimis.atlassian.net/wiki/spaces/KB/pages/808550427/Claim wiki glossary FR https://openimis.atlassian.net/wiki/spaces/FR/pages/819396979/dictionnaire	VR MG DD	I	15.05.19
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	AM	I	21.06.19
38	Issue tracking process	Issue queue and respective work flows have been discussed Further information on the wiki	DDo VR	D	13.09.19

		• 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			
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	DD PD VR		24.04.19
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	AS, VR, SBh		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	RC, DD	A	15.05.19
44	JLN workshop Nepal	Nepal, conducted,) countries participated WIKI event: Materials will be posted	SBh, VR	A	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	DD	A	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	UWa	I	15.05.19
48	New feature requests	Please provide inputs on: OSD issue queue (Jira):Here Wiki page: https://openimis.atlassian.net/wiki/spaces/OP/pages/903806978/New+feature+requests+prioritization To Do: Wiki table with a summary of the issue and added evaluation criteria (e.g. number of user organisations who would benefit; work being done by country teams; complexity - time and cost with estimation from IC and DC)	SSr	A	13.09.19

		Question to Jembi: to check experience on how to prioritize and select issues to work on			
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 <mark>There were still some questions on some of the details in the last call. It would be important for SSr and SB to provide feedback to Bluesquare</mark>	VR DD	A	13.09.19
50	Gumzo monthly meeting	April 2019 May 2019 June 2019 Implementers should participate <mark>Next call on 7th of October</mark>	All	A	05.07.19
51	Accounting system	Automated process of billing, linkage to the accounting system Put it into the issue queue	VR	A	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	VR	A	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	AS	A	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	AS / SSr	A	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 shortlisted - deadline for submission for first week of Oct.	SSr	A	19.07.19
56	GDHF	Proposals submitted - approved, planning participation	SB VR	A	13.09.19
57	Short PPT presentation	Target group: for politicians			
58	Risk intelligence	AM proposes to have a Risk Registry. AM will share a framework, which could be populated on a central and local level	AM	A	30.10.19

Upcoming Events:
- Helina
- openHIE Meeting & DC WS - 4-9 November, Addis Ababa, Ethiopia

- openMRS Meeting - Maputo, 2-6 December, Mozambique
- ILO Social Protection Week, 25.-29. November - Geneva including SG Meeting.
- GDHF, GG Meeting, DH&I, 9-13 December, Washington
- ADB FHIR workshop, 13-15. January 2020
- Geneva Health Forum , 24-26 March 2020