Implementers Committee Minutes

Title	Implementers Committee Meeting Minutes	Date	04.12.2019
Location	Virtual	Time	10:00-11:00 CEST
meeting called by	Viktoria Rabovskaja	Type of meeting	Committee Meeting
Facilitator		Note taker	All
Agenda	● General updates/catch-up		

#	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	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
		   o MoH has other priorities and not focused right now on their stateless insurance
		   o 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
		   o 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) ● Finalization of the openIMIS lab manual for clinical skills	28.11.19

		- 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 took place on 09 of November - Community medicine interns - Health Financing session as introduction was integrated - Next Steps: - Incorporate section on Data Privacy - Implementation of openIMIS in SLMC QC's partner community in Old Balara but with focus on: - Recording of patient data (rather than insurance) - Reports generation - Use of openIMIS mobile app - Request to change location variables in the system into names of streets in Old Balara - Next ToT Workshop with Ateneo School of Medicine and Public Health (January 2019)	
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	28.11.19

		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 from students on how to adopt openIMIS - Update: YouTube links on video tutorials are available via wiki page - Update: Indonesia Country Hub already finished the online course implementation with MPH students in the university. Still working on reviewing the student assignment and practical exercise feedback.	
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)	02.10.19

4.8	Myanmar	● Mission went well and report in now to be written up and will further updates then	27.11.19
4.9	AeHIN Events	● AeHIN PRINCE2 Project Management Training (Kuala Lumpur, 22-26 July 2019) ○ Link to openIMIS workshop output	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 ○ IMF might organize ToT Workshop on openIMIS (technical/development side) in Tanzania	
4.11	openIMIS Webinar Series via AeHIN Hour	● 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)	07.05.19
4.12	AeHIN Technical Questions	● openIMIS and Apelon successfully installed ● MS SQL Server Edition ○ Developer edition ○ Express ● Online training will be organized once everything finished ● openIMIS instances for Indonesia and Sri Lanka now available	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 ● 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 ○ Presentation on Information System for Health Insurance ○ Besides of REMUSACO, two other Mutuelles presented their information system	13.11.19
4.14	Chad	● New request from MoH (directly from minister of health) to Swiss TPH (PADS) project to support one of the 3 key pillar schemes (national scheme	27.11.19

		for the poor). Project is responding to the request by engaging into further discussions to first understand where they stand with this scheme and thereafter will be able to judge what is required and how the project will support this request.	
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
4.22	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) • GIZ Nepal received a formal letter of request from Ministry to support the use of openIMIS for the formal sector health insurance as well as the employees accident insurance • HI is similar to the existing scheme • More tricky is the accident insurance - salary compensation / payment for claim	13.11.19
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	28.11.19

- 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)
- 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

UPDATE
- Got a response from IASL; needs clarification on the following for life and non-life insurance:
  - the ability to view all the medical records of the insured in the event of a claim
  - implications from the data protection act
  - whether customer consent is necessary
  - the trends of various epidemic

		diseases trends ● Next Action: Schedule a call with Siddhart and Saurav (loop in Dr Chamika)	
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	● 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/2210-40594-germany-grants-tanzania-8mln-to-improve-ict-use-in-the-health-insurance-system) ● Awaiting further feedback (if any) from coordination desk on scope of this support/project that will be framed by KfW ● NHIF ICT director at steering committee meeting looked optimistic about openIMIS and it would be important to engage him further within the IC around topics that would be of interest to them (eg. the formal sector definition of requirements/specifications) so we further strengthen the role of openIMIS and increase involvement from users in openIMIS community - we need to find a way to do this either in person or virtual.	13.11.19
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	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	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 to Rwanda (High level) and Kenya (Operations related staff) completed. Potential exploratory mission in Sierra Leone	30.10.19

4.30	Ghana	EPOS team will be in Ghana in week of 14th, study tour is being organized This is connected to Sierra Leone delegation study tour (4.29). Ghana was dropped in the itinerary.	01.10.19
4.31	Pakistan	EPOS: GIZ providing technical advice in the design of insurance benefit package and operation systems; insurance coverage outsourced to private insurance providers, which have their own IT system; biggest player is the State Life Insurance Delegation at GIZ in October (Feedback from GIZ?)	
4.32	Bhutan	openIMIS Community was part of the Bhutan Convergence Workshop	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. - Assessment mission to set up, probably for Jan 2020	13.11.19
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	30.10.19
4.35	Ethiopia	Follow up with University of Meckele?	13.11.19
4.36	Uganda?	Some rumour that there is interest into openIMIS Follow up with Carl Leitner	13.11.19
4.37	Cordaid RBF	EPOS: meeting with Cordaid initially set for 3rd week November but was cancelled. Will bring up openIMIS during meeting	11.12
13a	Calendar	● Shared Calendar: http://bit.ly/2FlpNtM ● Update Calendar with Events	06.03.19

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
		  ○ Other country experiences discussed
		  ○ Detailed discussion on how to implement
		  ○ Requirements will be updated
		  ○ New proposal here
		
		● Requirements definition from Nepal, but aim to produce a generic global solution
		● Digital Square proposal - waiting for funding approval from Nepal
		● Once funding identified we need to coordinate specifications definition and software development across IC, Digital Square tenders and Nepal country teams (developers from SSF and Nepal GIZ)
			20.11.19

14a	Legal entity	● Would this impact in the legal entity status, where registered, responsibility (Michael)?	20.11.19

		● 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 - SG meeting on 25.11. in Geneva	
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 ● Tab 1, 3 and 4 summaries are done.	20.11.19
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 ● Structure is according to Implementation Steps / Project Implementation ● Roll out cost (post-assessment) - including capacity development cost - built as a tool to be filled in with local costs and structure to be entered and accordingly costs are calculated (idea that tool will be used with guidance from initiative) - unit costs and units (staff categories) - duration say 1 year: https://openimis.atlassian.net/wiki/spaces/OP/pages/717291605/Material+for+Communication+and+Starter+Kit ● Initial assessment cost as a separate item/ document for "internal" use to estimate pre-implementation cost	20.11.19
18	Training material	● Module 1 & 2 under development on the Wiki here.	04.12.19
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	04.12.19

		-> Follow up with AM by KP	
26	openHIE Sub-community "HF towards UHC"	- Inputs by Daniel F. (Jembi)? - Webinar to give update from Addis meeting with Anis (KP)	04.12.19
27	Link with Developers Committee	Further testing of the claims UI (compare p.17) 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	04.12.19
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 to contribute and participate in discussions -> E.g. discussion with ILO on actuarial analysis to expand -> Consultation during upcoming conferences?	04.12.19
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 https://openimis.atlassian.net/wiki/spaces/KB/pages/808550427/Claim wiki glossary FR https://openimis.atlassian.net/wiki/spaces/FR/pages/819396979/dictionnaire - New slide deck from ITU training by Nils K., VR will upload WIKI	04.12.19
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)	04.12.19

		● Knowledge Product should be included in WHO DH Atlas	

38	Issue tracking process
	
	Include it into the general links instructions at the beginning of the minutes
		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
		    - Summary has been presented in the SG
		    - Recheck the criteria for SG
			04.12.19

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
41	Website	Google docs with Gantt chart for content development and website tasks	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

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	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)	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 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	13.09.19
50	Gumzo monthly meeting	April 2019 May 2019 June 2019 Implementers should participate Next call on 7th of October	05.07.19
51	Accounting system	Automated process of billing, linkage to the accounting 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 shortlisted - deadline for submission for first week of Oct.	19.07.19
56	GDHF	Proposals submitted - approved, planning participation	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	30.10.19

Upcoming Events:
- GDHF, GG Meeting, DH&I, 9-13 December, Washington
- ADB FHIR workshop, 13-15. January 2020
- Geneva Health Forum , 24-26 March 2020