

MedBiquitous Business Case/Working Group Charter – Activity Report

Document version: 1

Date: 2021-03-23

Author: Johmarx Patton (jpatton@aamc.org)

Please complete this form in its entirety. The first four sections (Mission, Context, Goals, Environmental Scan) must be completed prior to the start of the project. The remaining sections can contain preliminary answers but must be updated during the course of the project.

The questions in each section are meant to serve as prompts. Answering them directly is not required.

Working Group Charter

Mission

The mission of the MedBiquitous Activity Report Working Group is to develop data standards and Web services requirements and descriptions to enable tracking of the learning and certification activities of physicians and other healthcare professionals.

Context

MedBiquitous is the ANSI-accredited developer of information technology standards for health professions education and credentialing.

Within healthcare, there is a need for societies, certifying boards, licensing entities, and other organizations to exchange information about the educational activities and certification activities of physicians and other healthcare professionals. Professional societies often serve as the providers of education and other resources to enhance the competency of physicians and other healthcare professionals. Many certifying boards track these educational and competency activities as part of their requirements for maintaining certification. The Activity Report Schema will provide a standard for the structure of this data and facilitate the educational and public service missions of these organizations and others. The schema in no way compromises the confidentiality, integrity, or security of activity data.

There are existing specifications related to activity reporting that may prove useful to the working group.

- MedBiquitous Professional Profile provides a mechanism for describing a clinician's name, contact information, and unique identifiers, among other information. This specification may be helpful in identifying clinicians across organizations.
- Within the higher education community, e-portfolio/learning and employment record/integrated learning record specifications exist to describe a broad range of learner accomplishments in a more cumulative fashion. Activity reports may feed into systems that provide more comprehensive long-term records.
- Digital signatures and other security technologies may provide the necessary security and assurance of data validity to support the use of activity reporting across organizations.

Goals

The working group will focus initially on developing XML payload specifications for Activity Reports. Whenever possible, the group will leverage useful specifications developed by other organizations. The MedBiquitous Technical Advisory Group will offer guidance and technical support for approaches requiring Web services descriptions.

The specifications and services created by this working group will likely serve as foundation pieces for other specifications and Web services designed by MedBiquitous and will be architected to allow for building a digital ecosystem that can support health professions education and credentialing.

Scope

03-2021

The scope for this working group at present is to take existing MedBiquitous standards and submit them for review as American National Standards.

Standards Environmental Scan

At present the author of this proposal does not know of any direct conflicts with existing standards development efforts.

Work Plan

Please describe the anticipated timeline for this project and any anticipated resources needed by members of the working group.

This working group will be meeting monthly. The duration for the initial scope of work is estimated to be less than 6 months. At that time the future scope for this working group will be determined.

The following set of resources will be made available to MedBiquitous working groups.

- Workspace. (Exists on the Higher Logic virtual community platform provided by AAMC.) Conducting the day to day business of the working group will be done utilizing Workspace. The platform allows for document sharing and curation, voting, task management and reporting. The platform will support our ANSI-compliant standards development process.
 - Wiki. MedBiquitous Knowledgebase will serve as a public facing resource documenting the standards development process. All content published to this site will be curated by the working group leads and editors.
 - Microsoft Teams. Meetings of the working group supported by MedBiquitous Program Staff will be conducted utilizing Microsoft Teams.
 - SharePoint. Only on an as needed basis, access to MedBiquitous SharePoint will be granted for the creation of MS Word, Excel and PowerPoint documents. SharePoint will NOT be the primary resource for sharing official documents or storing research materials.
 - Literature Reviews. The AAMC Resource Center staff are available to assist with focused literature reviews.
 - Altova MissionKit (including XMLSpy). Any schemas that need to be documented with graphics or other processing can be done with this suite of tools. The MedBiquitous program staff have licenses for this use.
-

The following sections should be updated during the standards development project, but attempts should be made to complete them during the initial submission of this form.

Business Case

Intended Outcomes

In what ways do you want health professions education and credentialing to be improved after this project?

- Greater portability because of the standard, e.g. education wallets for learners to furnish details to credentialing and licensing bodies
- Universal communication among full line of medical-education ecosystem, e.g. healthcare providers (learners), CME providers, credentialing bodies, licensing boards, hospital administration, etc.
- Enabling evolution of healthcare policy, e.g. FDA REMS on opioid crisis
- Improved speed of communication of medical education, e.g. decreased latency, improved accuracy, reduced ambiguity
- Improved transparency resulting from development of an open standard
- Reporting improvements e.g. ACCME PARS longitudinal studies, linked systems, multilateral communication

What alternative solutions could emerge in parallel to what is being proposed/worked on?

- **TODO James/Jeff** follow up with Johmarx on intention and purpose of this question
- Proprietary solutions that are not interoperable
- Point-to-point agreements between collaborating organizations to exchange data
- Global collaboration on learning activities e.g. ACCME and Royal College of Physicians and Surgeons of Canada

What is the best option to pursue in support of the digital ecosystem of health professions education? (Documented as a work flow diagram)

What is the proposed technical solution? (Provide link to MedBiquitous Technical Use case document for this project)

How can we track the effectiveness of this standard, technical guideline or other work product of this project?

Implementation and Adoption Plan

Who is the target audience for this standard?

What materials need to be shared with them to help them understand the purpose of the standard and proper use?

Where/What are the channels for distribution?

When/What is the timeline for release to the public/market?

Validating Business Case

What issues can we anticipate?

What issues are already outstanding?

When are the milestones to determine the viability of the project output in the marketplace? (Must provide at least one check-in after 6 months of project development.)

What is the schedule for maintenance of the standard/technical guideline/other work product? (Required minimum: reaffirmation of an unrevised version every 5 years, with the initiation of the project for reaffirmation at least 15 months prior to the 5-year mark)