

digital bridge



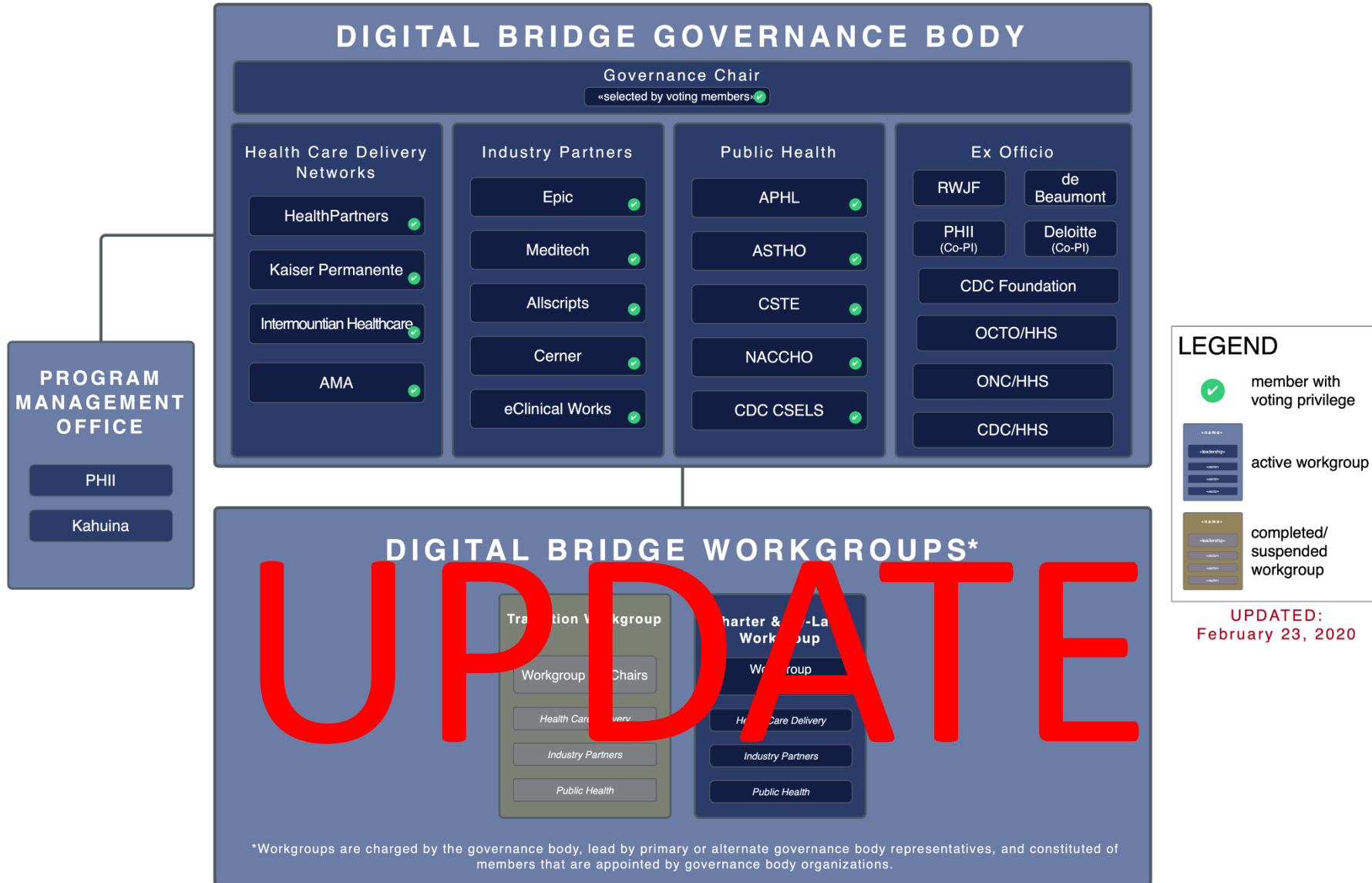


Governance Body Meeting

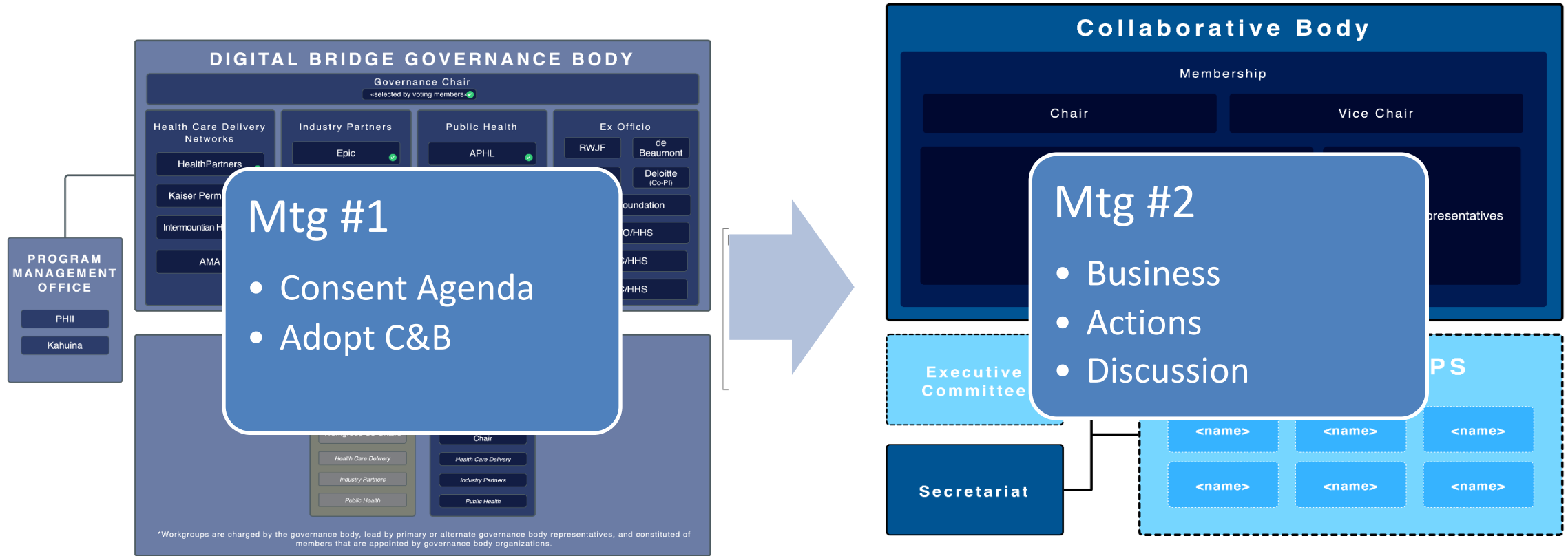
Thursday, April 2nd, 2020

12:00 P.M. – 12:15 P.M. ET

This meeting will be recorded for note-taking purposes only



Overview: Transition Meeting Protocol



April 2nd is a Transitional Meeting

The governance body is poised to adopt and implement a new charter and bylaws with an enhanced organizational structure and procedures. The plan is to carry out this transition during the April 2nd meeting through the *pro forma* procedure depicted above. For the record, there will be two meetings:

- (1) the governance body to adopt the charter and bylaws; and
- (2) the Collaborative Body to conduct business and advance actions on use cases.

Agenda: Digital Bridge Governance Meetings

#1: Last Governance Body Meeting

Time	Agenda Item
12:00 PM	Call to order and roll
12:02 PM	Agenda review and approval
12:05 PM	Update: transition management
12:06 PM	Action: adopt charter and bylaws
12:15 PM	Adjournment (<i>pro forma</i>)

#2: First Collaborative Body Meeting

Time	Agenda Item
12:15 PM	Call to order and roll
12:16 PM	Agenda review and approval and COI declarations
12:17 PM	Business <ol style="list-style-type: none"> 1. Collaborative Body chair election 2. Nominating workgroup 3. Executive committee resolution
12:20 PM	Actions <ol style="list-style-type: none"> 1. Use case scoping method 2. Advance workgroup charging
12:40 PM	eCR Scale-up and COVID-19
1:00 PM	Adjournment

Governance Body Meeting Agenda

Governance Body Agenda

Purpose:

The purpose of this meeting is to work toward a common vision for exchanging actionable information between health care and public health.

Consent Agenda

- Partnership management transition

For Action

- Adopt charter and bylaws by resolution

For Discussion

- NA

Time	Agenda Item
12:00 PM	Call to order and roll
12:02 PM	Agenda review and approval
12:05 PM	Consent agenda
12:06 PM	Action: Adopt charter and bylaws
12:15 PM	Adjournment (<i>pro forma</i>)

Update: Partnership Management Transition

Brandon Talley (CDC Foundation)

Update: Partnership Management Transition

- PHII and Kahuina Consulting are contracted to support Digital Bridge work and transition PMO functions to IPHI
- Plan is to complete transition in late-May 2020
- Expect IPHI team to gradually assume management of Digital Bridge activities and communications resources



Illinois Public Health Institute Staff



Elissa Bassler
CEO

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Adopt Charter and Bylaws

Bob Harmon (Chair, Charter and Bylaws Workgroup)

Charge | Charter and Bylaws workgroup

Purpose and objectives

The purpose of the Charter and Bylaws Workgroup is to propose governing documents that optimize the Digital Bridge's organizational structure, procedures and rules to achieve current and future member priorities and interests.

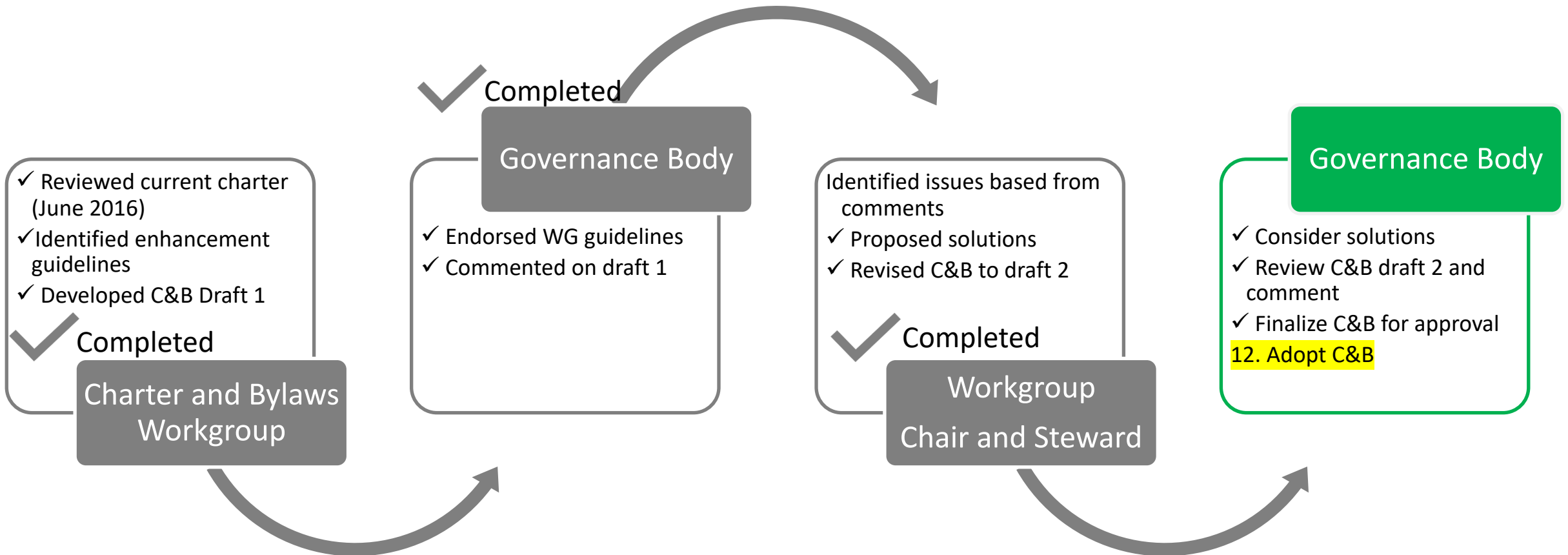
Objectives

- By Wednesday, January 8, 2020, the Charter and Bylaws Workgroup shall deliver to the governance body proposed governing documents (e.g., organizational charter, by-laws, standing rules and procedures) that address several key topics.

Workgroup Membership

Name	Member Organization
Bob Harmon (Chair)	Cerner
Hillary Heisman	RWJF
John Lumpkin	BCBS NC
Grace Mandel	CSELS, CDC
Vivian Singletary	PHII
Walter Suarez	Kaiser-Permanente
Brandon Talley (observer)	CDC Foundation
Mylynn Tufte	ASTHO
Andy Wiesenthal (consultant)	Deloitte

Process Summary



Change Summary | Draft #2 to Final Charter and Bylaws

- **Article 3.6: Initial Membership**
 - Per request, BCBS NC (John's organization) is listed as an initial member
 - CDC requested non-voting member status
 - All other organizations are just listed as members.
- **Article 4.3:** Explicit statement that Collaborative Body representatives may serve more than three years.
- **Article 5.1: Annual Meeting**
 - Changed from "shall" to "should" for annual in-person meeting.
- **Article 7.5/7.6: Chair and Vice Chair**
 - Individuals once elected will continue to represent organizations (respectively)
 - Chair will only vote to break ties
 - Vice chair may vote unless acting as chair.

Change Summary | Draft #2 to Final Charter and Bylaws

- **Article 11.1/11.2**
 - Specified that Collaborative Body has power to amend Standing Rules
 - unanimous vote required for Charter amendment, 2/3 vote required for Standing Rule amendment.
- **Article 12.1: Transition**
 - Added one time provision to transition governance body to Collaborative Body meeting without 30-day notice; i.e., Adopt the C&B and then convene Collaborative Body immediately.
- **Article 12.2: Adoption of Bylaws**
 - Added footnote on adoption date to ease Charter and Bylaws amendments that may be forthcoming, yet are delayed due to Covid-19 response situations.
- **Rule II: Collaborative Body Meeting Agenda**
 - Added procedure for Chair to ask for Conflict of Interest declarations at start of Collaborative Body Meetings

Resolution to Adopt C&B (excerpt)

3. ...
4. RESOLVED, that Digital Bridge shall adopt the new Charter and Bylaws for immediate effect.
5. THEREFORE, Digital Bridge shall transition governance per Article 12.1 and hereby...
 1. Recognize all governance body primary and alternate representatives as the initial Digital Bridge memberships' Collaborative Body representatives, respectively.
 2. Adjourn the governance body and dissolve it as a Digital Bridge body.
 3. Authorize Walter Suarez, MD, MPH, FHIMSS to immediately convene the Collaborative Body, and preside over the initial business of nominating, electing, and seating a Collaborative Body representative as the Digital Bridge chair.
6. ...

FINAL | FOR DIGITAL BRIDGE GOVERNANCE BODY REVIEW AND ADOPTION | FINAL

Charter and Bylaws of Digital Bridge

ARTICLE ONE: ORGANIZATION NAME, TYPE AND HISTORY

1.1 Name. The name of this organization shall be "Digital Bridge."

1.2 Type. The organization shall be a voluntary membership organization that serves only such purposes and functions and shall engage in such activities as are consonant with the purposes set forth in Article Two. The organization shall not advise government officials or agencies.

1.3 History. The Digital Bridge began in 2016.

ARTICLE TWO: PURPOSES AND GOVERNING INSTRUMENTS

2.1 Vision. "Public health and healthcare empowered and coordinated with the information needed to improve and protect the health and health security of patients and communities nationwide using interoperable systems that promote effective, efficient and economical services."

2.2 Mission. "Promote human health by facilitating sustainable clinical-public health collaboration via modern information technologies achieved through partnerships among clinical care organizations, public health agencies, health information technology industry partners, and other critical organizations."

2.3 Strategies. In furtherance of such purposes, the organization shall

- a. Promote policies, standards, and systems that can support bidirectional information exchange, interoperability, and data sharing.
- b. Define and address the legal and regulatory requirements for data exchange and sharing.
- c. Provide communication support and dissemination of Digital Bridge guidance, materials, and insights.
- d. Demonstrate and evaluate technical approaches to enhancing exchange, reducing burden, enhancing efficiency and demonstrating scalability.

2.4 Governing Instruments. The organization shall be governed by these bylaws and its standing rules.

ARTICLE THREE: ORGANIZATION MEMBERSHIP

3.1 Classes and Eligibility. The organization shall have members with mission-critical government, business, or charitable interests in the organization's purposes as set forth in Article Two. There shall be a single class of membership called, "Member." For-profit and non-profit organizations and governmental entities shall be eligible for the membership.

Adjournment



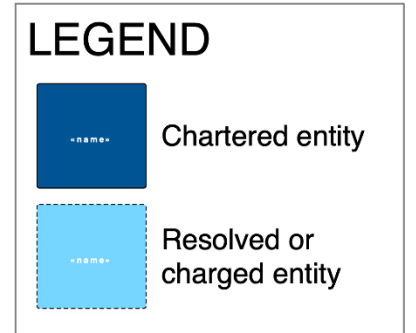
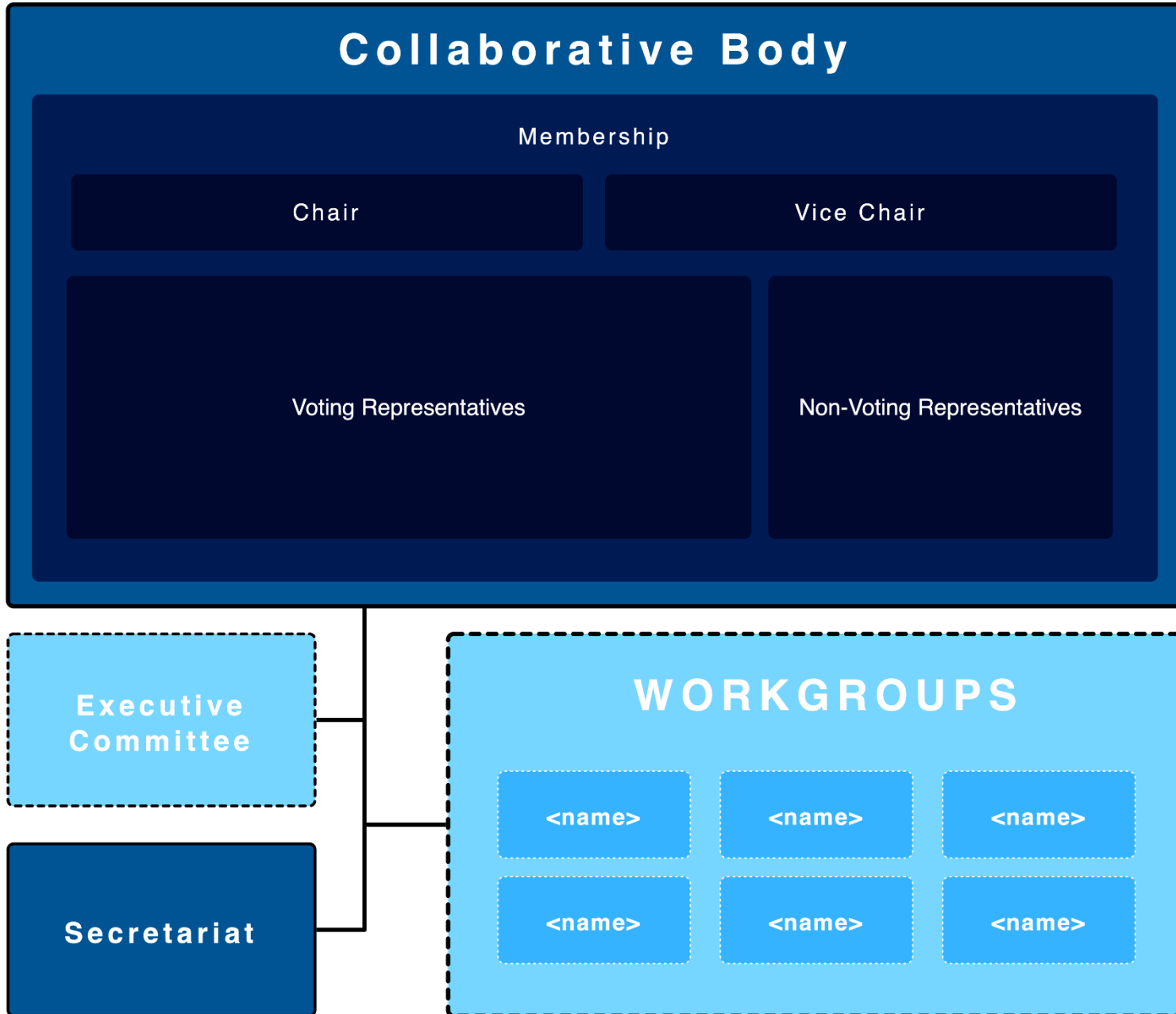


Collaborative Body Meeting

Thursday, April 2nd, 2020

12:15 P.M. – 1:00 P.M. ET

This meeting will be recorded for note-taking purposes only



Meeting Agenda

Purpose:

The purpose of this meeting is to work toward a common vision for exchanging actionable information between health care and public health.

Consent Agenda

- NA

For Action

- Business
 - Collaborative Body Chair
 - Vice Chair and Executive Committee elections
 - Executive Committee
- Actions
 - Use case scoping method
 - Advance workgroup charging

For Discussion

- eCR scale-up and COVID-19

Time	Agenda Item
12:15 PM	Call to order and roll
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12:17 PM	Business <ol style="list-style-type: none"> 1. Collaborative Body Chair 2. Executive Committee resolution 3. Nominations workgroup
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Conflict of Interest Declarations?

Matters before the Collaborative Body today

1. Nomination and election of Collaborative Body Chair
2. Executive Committee resolution
3. Nominations workgroup charge
4. Use case project scoping and gating method

Discussion item

- eCR scale-up and COVID-19

Standing Rule III. Conflicts of Interests

Whenever a member (i.e., organization), member representative, officer, or a member's workgroup appointee has a financial or personal interest in any matter coming before the Collaborative Body or workgroup, the affected person shall

- a. fully disclose the nature of the interest and
- b. withdraw from discussion, lobbying, and voting on the matter.

Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested members determine that it is in the best interest of the organization to do so.

The minutes of meetings at which such votes are taken shall record such disclosure, abstention and rationale for approval.

Collaborative Body Business

Collaborative Body Business

1. **Nomination and election of Collaborative Body Chair**
2. Executive Committee resolution
3. Nominations workgroup

Collaborative Body Business

1. Nomination and election of Collaborative Body Chair
2. Executive Committee resolution
3. Nominations workgroup

[Month and Day], 2020

Resolution No. 2020-0002

**DIGITAL BRIDGE
RESOLUTION TO ESTABLISH EXECUTIVE COMMITTEE**

1. WHEREAS, the Collaborative Body is empowered within the Charter to delegate certain functions of its authority and responsibility to an executive committee (See Article Four, 4.1.b.ii).
2. WHEREAS, the Collaborative Body desires to delegate functions to an executive committee.
3. RESOLVED, that an executive committee shall be established and shall consist of **five (5) representatives** from the Collaborative Body, the organization's chair, and the organization's vice chair. The executive committee shall have and exercise the authority of the Collaborative Body in the following affairs and activities on an interim basis; i.e., between Collaborative Body meetings:
 - a. Pursue financial and other resources to sustain Digital Bridge;
 - b. Guide communications strategy, in alignment with the organization's purposes and objectives;
 - c. Monitor progress of workgroups and advise as needed, including identifying decisions needing Collaborative Body input and/or review;
 - d. Identify and prioritize strategic partnerships;
 - e. Identify strategic emerging topics for Collaborative Body discussion;
 - f. Track any vacancies to assure they are filled within designated timeline.
4. Each representative shall be nominated from among the current Collaborative Body members and shall be elected by the Collaborative Body. **The executive committee representatives must together include representation from all sectors participating in Digital Bridge (i.e., public health, healthcare, industry partners, sponsors).** Once elected, each member of the executive committee shall continue as such for a term of two (2) years, unless the committee shall be sooner terminated, or unless such member shall be removed from such committee, or unless such member should cease to qualify as a member thereof.
5. As stated in the Charter and Bylaws, the following rules apply to the executive committee:
 - a. Transparency. The executive committee must provide minutes of its meetings and report all actions to the Collaborative Body.
 - b. Actions subject to Collaborative Body. Any and all actions made by the executive committee shall be subject to Collaborative Body scrutiny, and subject to reversal if deemed necessary by a vote at the Collaborative Body.
6. Actions related to executive committee vacancies and quorum shall follow procedures as described in the Charter and Bylaws, Article Eight.

Key Points | Draft Executive Committee Resolution

Activities to cover

- a. Pursue financial and other resources to sustain Digital Bridge
- b. Guide communications strategy in alignment with the organization's purposes and objectives
- c. Monitor progress of workgroups and advise as needed, including identifying decisions needing Collaborative Body input and/or review
- d. Identify and prioritize strategic partnerships
- e. Identify strategic emerging topics for Collaborative Body discussion
- f. Track any vacancies to assure they are filled within designated timeline

Members

- Five representatives, chair and vice chair
- Elected from Collaborative Body representatives
- Includes representation from all sectors
- Two-year terms

Rules

- a. Transparency
 - The Executive Committee must provide minutes of its meetings and report all actions to the Collaborative Body.
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Collaborative Body Business

1. Nomination and election of Collaborative Body Chair
2. Executive Committee resolution
3. Nominations workgroup

[Month and Day], 2020

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Collaborative Body Business

1. Nomination and election of Collaborative Body Chair
2. Executive Committee resolution
3. Nominations workgroup

DRAFT | FOR COLLABORATIVE BODY APPROVAL | DRAFT

Digital Bridge Workgroup Charge

Nominations Workgroup

Last Updated: Thursday, April 2, 2020

Statement of Purpose

The purpose Of the Nominations Workgroup is to recommend procedure(s) for the Digital Bridge (DB) to orderly and fairly elect a Collaborative Body representative to the Vice Chair (VC) office, and ensure that Executive Committee (EC) representatives together include representation from all sectors participating in Digital Bridge . The Nominations Workgroup will also advise the Chair and Secretariat staff in implementing the procedure(s) approved by the Collaborative Body (CB).

Objectives

1. By no later than April 20, 2020, the Nominations Workgroup will deliver to the CB a written description of a process for...
 - a. nominating and electing a CB representative to the office of VC
 - b. electing (through a fair, equitable, and transparent process) qualified CB representatives to the EC.
2. Advise the Chair and Secretariat in conducting the CB approved nominations and election process(es).

Scope

The focus of the Workgroup will be on...

1. Vice Chair nomination and election process
2. Qualifications for EC representatives
3. Method or framework for ensuring balanced sector representation on the EC
4. Implementation of the CB approved nominations and election process(es)

Out of scope for the Workgroup shall be...

1. Ensuring an adequate pool of candidates For Vice Chair office and EC representatives.
2. Providing tools or services required for the CB approved procedure(s)

Conditions and Assumptions

The work of the workgroup is predicated on the following assumptions and conditions:

1. The Charter and Bylaws of the DB
2. The CB will approve through electronic communications a process/processes for implementation
3. Representatives may self-nominate or nominate other membership representatives

Nominations workgroup

Purpose and objectives

The purpose Of the Nominations Workgroup is to recommend procedure(s) for the Digital Bridge (DB) to orderly and fairly elect a Collaborative Body representative to the Vice Chair (VC) office, and ensure that Executive Committee (EC) representatives together include representation from all sectors participating in Digital Bridge . The Nominations Workgroup will also advise the Chair and Secretariat staff in implementing the procedure(s) approved by the Collaborative Body (CB).

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- Advise the Chair and Secretariat in conducting the CB approved nominations and election process(es).

Membership

Name	Member Organization
Vivian Singletary (Chair)	PHII
Hillary Heisman	RWJF
John Lumpkin	BCBS NC
Grace Mandel	CSELS, CDC
Walter Suarez	Kaiser-Permanente
Brandon Talley	CDC Foundation
Mylynn Tufte	ASTHO
Andy Wiesenthal (consultant)	Deloitte

Nominations workgroup plan

Date	Event	Description
Week 15 (4/6)	Initiate work	Identify, discuss and develop preliminary procedure(s).
Week 16	Draft recommendation	Refine and complete recommendation
Week 17	Deliver recommendation	Provide recommendation to the CB, make adjustments based on feedback, and finalize for CB approval.
Week 18	Implement procedure(s)	Nomination period opens
Week 19 (5/3)		Nominations period closes
5/7	Collaborative Body Q2 Meeting	Election and seating of Vice Chair and Executive Committee representatives

Action: Approve use case scoping method

Richard Hornaday (Chair, Scoping Methods Workgroup)

Charge | Use Case Scoping Methods Workgroup

Purpose and objectives

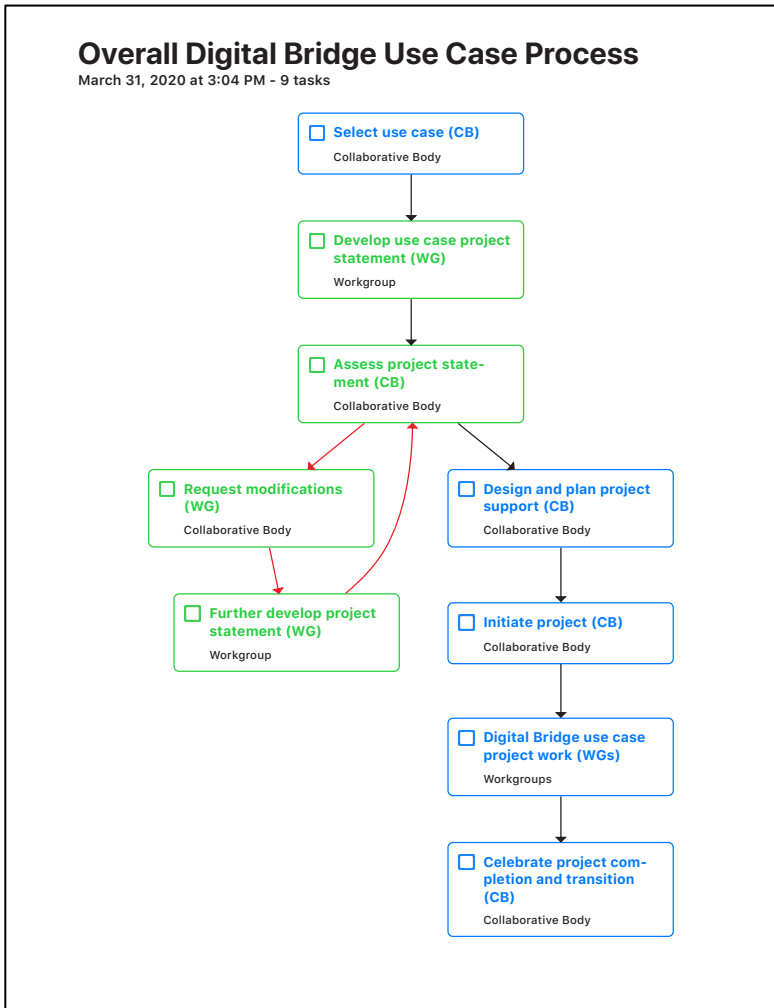
Guide how Digital Bridge plans new use case work by delivering a proposed method for new use case development.

1. A template for Digital Bridge project scope statements to develop work plans for selected use cases.
2. A short list of conditions useful for "gating" planned Digital Bridge use case work

Membership

Name	Member Organization
Richard Hornaday	Allscripts
Grace Mandel	CSELS, CDC
Walter Suarez	Kaiser-Permanente
Art Davidson	NACCHO

Deliverable #1: Form

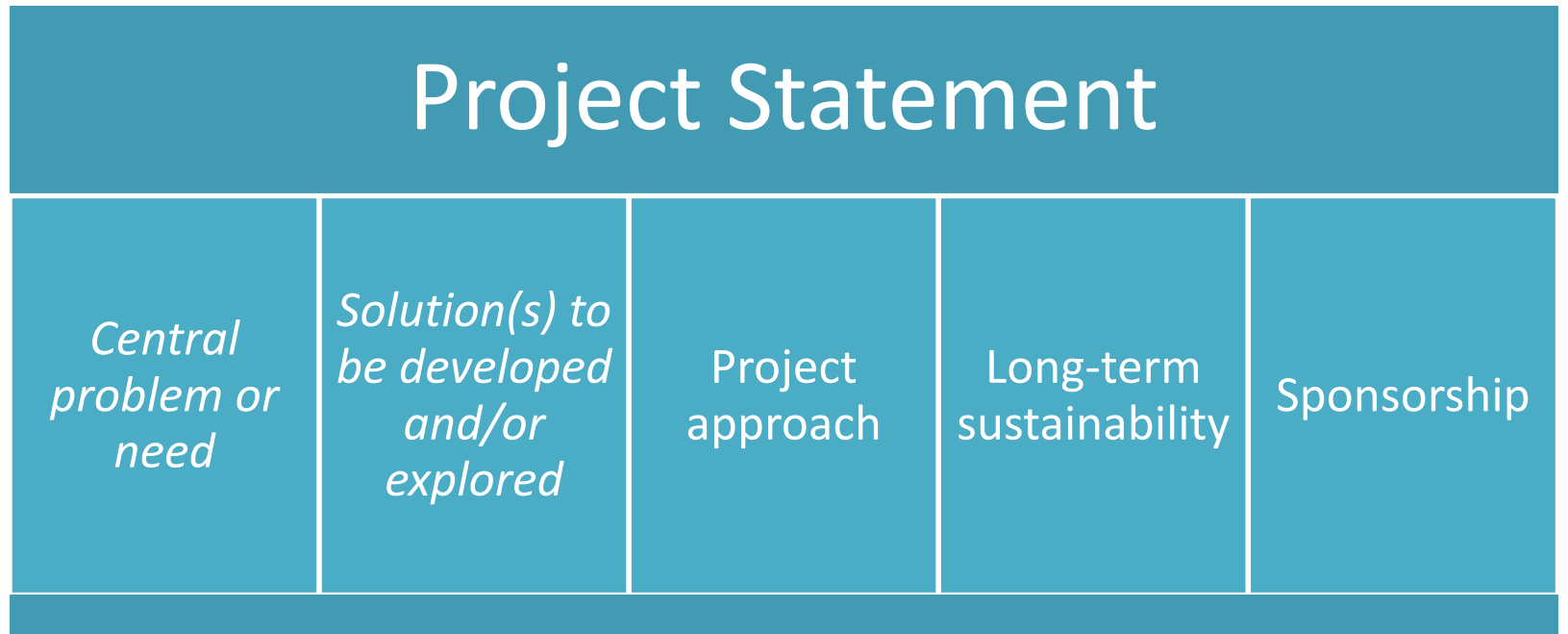


Purpose

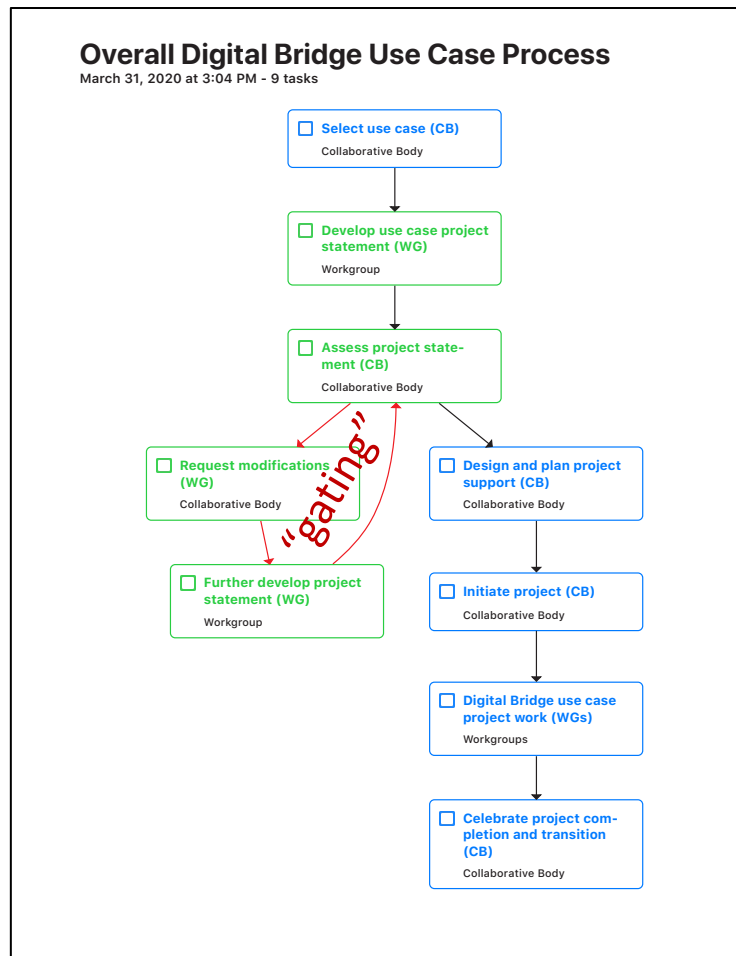
Develop, assess and optimize plans for work on selected Digital Bridge uses cases.

Use

Guide discussions among members and stakeholders and imagine and conceive ways to work with Digital Bridge, and then present key information to the Collaborative Body.



Deliverable #2: Gating Conditions



Using completed project scope statements, Collaborative Body may ask the following to “gate” the work:

1. *Is the use case’s relevance to the Digital Bridge mission described in a clear and compelling way?*
2. *Is the project designed to maximize Digital Bridge strategies and relationships?*
3. *Is the project adequately supported for successful completion?*
4. *How would the use case project contribute to Digital Bridge sustainability?*

Action: Advance charges for project workgroups

Use Case Project Scoping Workgroups

Selected Use Case	Purpose	Deliverables	Scope	Leadership	Member (Initial Sign-up, 1/2020)	Workplan	
Newly reportable conditions that fit eCR model	To investigate, deliberate, and recommend collaborative work that advances the use case for the Digital Bridge mission.	1. Complete Project Scope Statement 2. ...	[drafted, 1/20]	TBD	Laura Conn (CDC) Bob Harmon (Cerner) Richard Hornaday (Allscripts)	Becky Lampkins (CSTE) Mylynn Tuft (ASTHO) Patina Zarcone (APHL)	TBD
NHSN HAI SNF		1. Complete Project Scope Statement 2. ...	[drafted, 1/20]	TBD	Chris Alban (Epic) Oscar Alleyne (NACCHO) Jeff Engel (CSTE)	John Stinn (Deloitte) Patina Zarcone (APHL) <i>Laura Conn (CDC) (cc:)</i>	TBD
Cancer Registry and mCODE /Registry Architecture and Strategy		1. Complete Project Scope Statement 2. ...	[drafted, 1/20]	TBD	Oscar Alleyne (NACCHO) Wendy Blumenthal (CDC) James Doyle (Epic) Kirsten Hagemann (Cerner) Judy Monroe (CDC F.) Brandon Talley (CDC F.)	Jay Schnitzer (MITRE) Vivian Singletary (PHII) Walter Suarez (K-P) Patina Zarcone (APHL) <i>Laura Conn (CDC) (cc:)</i>	TBD
Immunizations		1. Complete Project Scope Statement 2. ...	[drafted, 1/20]	TBD	Rachel Abbey/Dan Chaput (ONC) Christopher Alban (Epic) Andrea Garcia (AMA) Kirsten Hagemann (Cerner) Shan He (Intermountain) Richard Hornaday (Allscripts) <i>Jim Jellison (or other PHII rep)</i>	Tom Kottke (HealthPartners) Indu Ramachandran (K-P) Priyanka Surio (ASTHO) Andy Wiesenthal (Deloitte) Patina Zarcone (APHL) Jim Daniel (CTO)	TBD
National Public Health API Model		1. Complete Project Scope Statement 2. ...	[drafted, 1/20]	TBD	Rachel Abbey/Dan Chaput (ONC) Christopher Alban (Epic) <i>Kirsten Hagemann (TBD; Cerner)</i> Richard Hornaday (Allscripts)	Jim Jellison (PHII) Indu Ramachandran (K-P) Walter Suarez (K-P) <i>ASTHO (TBD; POC: P. Surio)</i> Patina Zarcone (APHL)	TBD

Discussion: eCR Scale-up and COVID-19

eCR Scale-up and COVID-19

1. Update from CDC on eCR scale-up – Laura Conn
2. Discussion
 - Walter Suarez
 - Andy Wiesenthal
 - Others...

The background is a dark blue digital theme. It features a grid of binary code (0s and 1s) scattered across the surface. Overlaid on this are several glowing blue lines that form a network or web-like structure, connecting various points. There are also several bright blue circular highlights or 'glows' that appear to be data points or nodes within the network. The overall aesthetic is futuristic and technological.

eCR Update for Digital Bridge

4/2/2020

Who is using eCR?

Houston



Utah



NYC



Department of Health

NY State

California

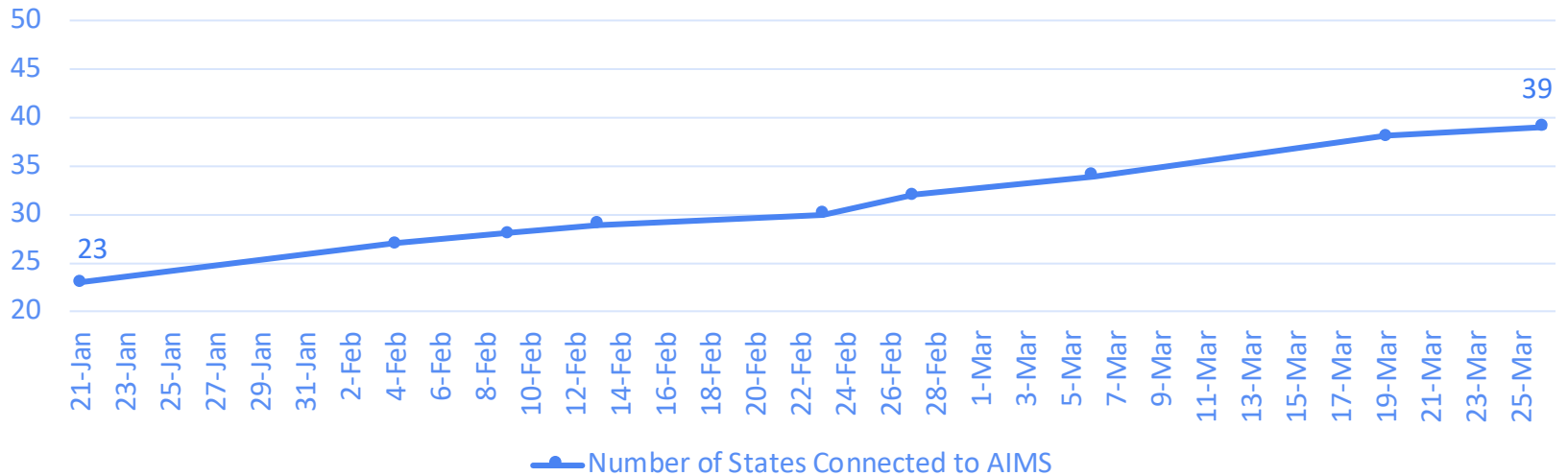
UCDAVIS



Welcome UC Davis! Implementation completed on March 23rd.

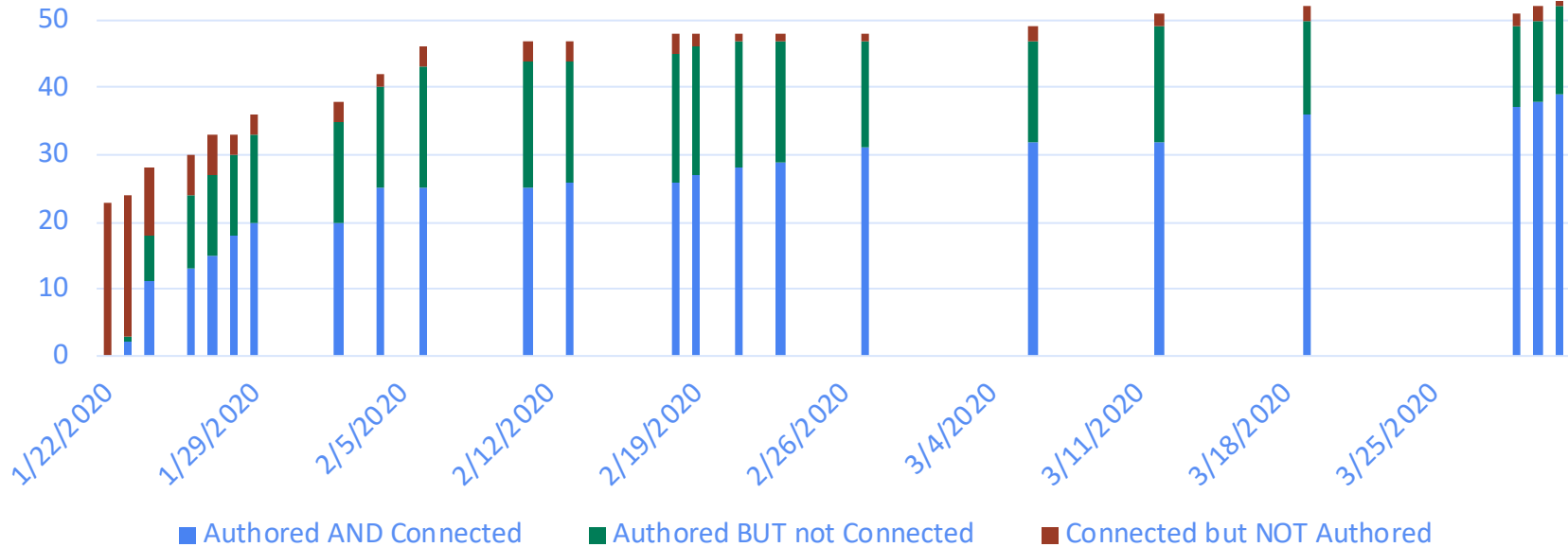
Public Health Connection to AIMS

Number of PHAs Connected to AIMS
January 21 – March 25, 2020



Public Health Authoring of COVID

January 22 – March 30th, 2020



Public Health Action Items

- Diagnosis criteria was added for authoring on 1/23/2020
- Lab criteria was added for authoring on 3/16/2020 – 12 jurisdictions have re-authored their requirements
- 1 jurisdiction has not authored or connected
- 1 jurisdiction has connected but not authored
- 13 jurisdictions have authored but not connected
 - 5 are supported by a hosted surveillance system and require a letter of attestation for AIMS to deliver reports to the vendor (technology connectivity is in place)

Healthcare and Industry Partners

- Diagnosis/Problem triggering started:
 - 1/30/2020 at Intermountain, Houston Methodist and Institute of Family Health
 - 3/23/2020 at UC Davis
- Lab triggering started:
 - Intermountain on 3/14/2020 for lab results and 3/16/2020 for lab orders
 - Houston Methodist 3/20/2020 for lab results; no triggering for lab orders
 - UC Davis on 3/31/2020 for lab results; no triggering for lab orders

Does eCR Work for COVID?

- Over 26,000 case reports triggered
- Confirmed cases have been identified from case reports
- In at least one jurisdiction, receipt of electronic case reports confirmed faster and more complete than manual reporting (timing - eICRs vs faxes; completeness – eICRs and ELRs)
- A total of 11 jurisdictions have received case reports from the 4 active healthcare providers; 3 additional jurisdictions would have received case reports had they been connected to AIMS

Does eCR Work?

YES

Clear evidence that eCR works for emergency response

- Quickly
- Effectively
- Improves out of jurisdiction case reporting
- Improves in-jurisdiction case reporting

Recruitment and Scale Up Plan

- Tremendous increase in interest with COVID
- Significant recruitment planned
- Identifying ways accelerate implementation and help organizations onboard for COVID first, bringing on other conditions later

How Can You Help?

- Send 5 **names and e-mail addresses** of leaders at healthcare systems who might be interested in implementing eCR to Grace Mandel (gmandel@cdc.gov)
- Connect public health leaders in jurisdictions who have not authored or connected to AIMS to Grace Mandel

Acknowledgements

A huge thank you to APHL, CSTE, and Deloitte in quickly transitioning their activities to support new onboarding, new authoring and new connections to AIMS.

An equally big thank you to the industry partners who implemented quick triggering and are continuing to improve their systems for COVID response.

Announcements

Announcements

Look for communication to confirm representations, transition meeting appointments to IPHI, and other logistical matters.

NOTICE: Upcoming Meeting

Collaborative Body Meeting: Thursday, May 7, 2020 12:00 – 1:00 PM ET

Action Items

- Nominations workgroup (Workgroup and staff)
- eApproval on nominations and election process (CB)
- eApproval on use case project scoping workgroups (CB)
 - Nominations (CB)

digital bridge

