

**Standardization and Registry Development Steering Committee
December 11, 2017**

Attendance			
Members Present: Lori Koch (Co-chair) Gary Levin Rich Pinder Winnie Roshala	Board Liaisons Present: Heather Stuart-Panko Randi Rycroft	NAACCR Staff Present: Lori Havener Jim Hofferkamp	Guests Present:

AGENDA ITEM	DECISION	ACTION/FOLLOW-UP
I. Roll		
II. Review Action items from last meeting. a. LOINC – Per email from Wendy S.: On the last call, I said I would research the process for adding/changing entries in LOINC and report back on the November call. Due to deadlines, I won't be able to do this research until January 2018. b. Data Security WG – Gary and Rich are added to the WG. Recinda Plans to send a Doodle poll to schedule the first meeting in January. c. Volume II Process proposal: The proposal did not make it on the November Board agenda, it should be on the December agenda.		
III. Consent Agenda (see items in Table 1 and go to Causeway for updates)		
IV. Discussion Items		
a. 2018 Concurrent Abstracting Statement – Winnie The NAACCR Implementations Guidelines Taskforce was given the charge to develop a statement piece regarding concurrent abstracting. Registries wanted to know what to do if they did not have concurrent abstracting software available in January. It was suggested the 2018 cases can be started in the current software, but they are only place holders. A list of data items was provided and recommended not be completed until the new software is available. It was emphasized the need to provide as much text documentation as possible, to go back and complete the new data items once the V18 compliant software is installed. It also includes a statement from each standard setter specific to their respective constituents. When approved, it will be distributed via the NAACCR Listserv and posted to the NAACCR website. It is unknown if the standard setters will require all the new data items. It is predicted the SEER Summary Stage will be available in February. The Canadian partners were offered an opportunity to provide a statement and declined.	<ul style="list-style-type: none"> • Include a small paragraph itemizing the other changes that will impact 2018, i.e., solid tumor rules, histology changes, EOD, etc.... • Include a statement regarding the known impact and stress not all information is available. There may be other areas affected that we do not know the magnitude of. 	<ul style="list-style-type: none"> • Ask the Implementation Guideline TF about providing this statement to the NCRA and encourage them to distribute. • Add the recommendations to the statement. Send the draft to the taskforce for approval and return to the steering committee for final approval via email.

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<p>b. S&RD Work Plan 2017 – 2018</p> <p>i. S&RD WG and TF team charters</p> <ul style="list-style-type: none"> • S&RD SC Membership – There are no specific criteria for review of applicants in the membership process. • TNM Consolidation Task Force– Jim reported there are members, but the group is currently inactive. • ACCR-TRS - ACCR-TRS – Randi reported when the activities being worked on is finalized it will be brought back to this group. • Survivorship Care Plans – Randi recommended this one be put on hold. 	<ul style="list-style-type: none"> • S&RD SC Membership - Include the following statement: Membership in other NAACCR workgroups or taskforces will be taken into account. • TNM Consolidation Task Force – Include, under Work group activities the following statement: This group has been formed, but the activities are on hold. • Survivorship Care Plans – Put this on hold as there is no active work going on. • Feedback on TF/WG Team Charter and Work Plan Form – Change the wording regarding available resources to the following: List choices for current resources and additional resources needed. Add a place for chair and co-chair information. 	<ul style="list-style-type: none"> • S&RD SC Membership - Include the following statement: Membership in other NAACCR workgroups or taskforces will be taken into account. • TNM Consolidation Task Force– Include, under Work group activities the following statement: This group has been formed, but the activities are on hold. • Randi will write something up for the ACCR-TRS objective and send to Lori K. • Lori K. will email Jim what she has regarding the EDITS Workgroup and EDITS Impact Workgroup forms. Jim will finalize for presentation in January. • Add a list of choices for current and additional resources needed on the TF/WG Work Plan. • Add a list of expertise represented on the group by listing general categories, no specific names needed on the TF/WG Work Plan.
<p>c. SSN Unavailability issues (see S&RD SC notes-20170126 and SSN Unavailability Issues_20161219).</p>		
<p>d. Monthly reports:</p>		
<p>i. CMB -</p>		
<p>ii. 2018 Implementation and Guidelines TF – The various taskforces working on respective elements of the data changes were asked to send a brief summation of their work for incorporation into our document. All those received are: SSDI, Solid Tumor Coding Rules and SEER Site Histology Validation List.</p>		
<p>V. Other business</p>		
<p>VI. Tweet worthy items for Communications SC</p>		
<p>VII. Next meeting</p>	<p>January 25, 2018 at 12:00 pm ET</p>	