

Standardization and Registry Development Steering Committee

June 28, 2018

Attendance				
Members Present:	Mary Jane King	Board Liaisons Present:	NAACCR Staff Present:	Guests Present:
Lori Koch (Co-chair)	Rich Pinder	Isaac Hands	Lori Havener	
Winnie Roshala (Co-chair)	Randi Rycroft	Wendy Aldinger		
Peggy Adamo				

AGENDA ITEM	DECISION	ACTION/FOLLOW-UP
1. Roll		
2. New Board Liaisons <ul style="list-style-type: none"> Isaac Hands is the Lead Software Architect at the Kentucky Cancer Registry. Isaac is involved with the NAACCR XML Exchange Standard workgroup, Professional Development Committee and a member of the NAACCR Board. In the past he was the liaison on the Research & Data Use Committee Wendy Aldinger is the Manager of the Pennsylvania Cancer Registry and a member of the NAACCR Board. 		
3. Consent Agenda (see items in Table 1 and go to Causeway for updates)		
4. Discussion Items		
a. Health IT AG charter/work plan – Rich Rich presented the Health IT charter/work plan. Meetings are held every other month or as needed. As a standing group the Health IT keeps an eye on emerging things and reports back when something critical arises. This group has rotating leadership.		
b. Volume V Revision TF charter/work plan – Lori H. This group has been looking at Standards Volume V the electronic pathology reporting and updating the document to include information regarding collecting biomarkers test. The goal for completion is October 2018. Bruce Riddle did a presentation at the Annual Conference regarding this.		
c. Monthly Reports: <ul style="list-style-type: none"> i. 2018 Implementation Guidelines TF – Winnie The implementation Guidelines taskforce will be meeting today. Currently the group is wrapping up loose pieces in the document. We are waiting for the final specifications for the new radiation treatment field. Ideally, the group would like to release what is finalized as version 1. When the two sections being waited for added when available a version 1.1. 	<ul style="list-style-type: none"> This committee would like to review the completed portion of the document. 	<ul style="list-style-type: none"> Lori will share the “final” Implementation Guideline document with the Steering Committee to decide whether the partial document can be published or not.

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<p>d. Volume II Process Proposal – Randi</p> <p>i. Field test definition</p> <p>This proposal is to help alleviate chaos in the future in the implementation of new data items. A process is needed to be done timely and a minimal burden on the community as it is implemented. Allowing each Standard Setter their own area within the transmission file to collect the data and test it. Randi presented a document created for the Volume II Process Proposal. The Feasibility Analysis Guideline document has everything needed. Minor changes and additions made to the document were reviewed. The Change Management Board will be restructured and still exist. Information about the process and documents needed is available on the NAACCR Standards Volume II page. Peggy suggested stressing in the document some kind of electronic data collection (via linkages, etc.) should be the first priority and if it has to be manually collected, there needs to be a rationale as to why. This might help identify barriers to electronic collection.</p>	<ul style="list-style-type: none"> • Add the question whether the item can be collected electronically as opposed to manually. • Reorganize the document and expand the table at the end to capture the metadata. • It was agreed the combination of the feasibility guideline and text added, defines what is meant by field testing. 	<ul style="list-style-type: none"> • Randi will make the changes discussed and email to the group. • Lori H. will forward the finished document from Randi to the Steering Committee.
<p>e. Convene new TF's (finalize TF name, complete charter, and identify possible chairs.)</p> <p>i. Interstate Data Exchange Guidelines TF</p> <p>ii. Timelines TF</p> <p>iii. New and Emerging Data Sources TF</p>		<ul style="list-style-type: none"> •
<p>5. Other business</p> <p>a. NAACCR Implementation Webinar –</p>		
<p>6. Tweet worthy items for Communications SC</p>		
<p>7. Next meeting</p>	<p>July 26, 2018 at 12:00 pm ET</p>	