



Carequality Advisory Council Charter

TABLE OF CONTENTS

1	Purpose	3
2	Scope Of Work / Deliverables.....	3
3	Advisory Council Composition	4
4	Responsibilities.....	5

1 PURPOSE

The purpose of the Advisory Council is to inform the work of Carequality through its representation of broad constituent groups and a diverse array of perspectives.

The Advisory Council is responsible for representing a broad spectrum of health information exchange stakeholders to inform the Steering Committee's development of the Carequality interoperability framework. The Council is envisioned to serve a valuable role, to advise and assure the broadest set of interests are reflected in Carequality's work, such as:

- Input on proposed use cases prioritized and presented to the Steering Committee for approval.
- Weigh in and review draft deliverables and proposed final deliverables that will be presented to the Steering Committee for approval.
- Provide input on the work products at specific milestones in the development process.
- Makes recommendations to the Steering Committee regarding approval of use cases and work products, as well as recommendations for new use cases.

To the extent that the Advisory Council presents consensus recommendations to the Steering Committee, the Steering Committee shall review and consider the recommendations, and provide an explanation regarding why the recommendations were or were not adopted.

2 SCOPE OF WORK / DELIVERABLES

The Advisory Council's scopes of work are to:

- Provide subject matter expertise broadly covering specific constituent groups.
- Deliver input to the Steering Committee to ensure specific constituent groups are represented in the Steering Committee's decision making.

Deliverables

- Recommendations to the Steering Committee regarding final deliverables for use cases and work products presented to the Steering Committee for approval.
- Review of draft deliverables to provide feedback to the Work Groups on specific milestones in use case development process.
- Review of final deliverables for approval.
- Input on the work products at specific milestones in the use case development process.

Timeframe for Completing Work

Activity	Targeted Completion Date
Advisory Council orientation	August 2014
Kick-off and organizational call to review charter	September, 2014
Review draft Trust Framework	Early November 2014
Review final Trust Framework	December, 2014
Review draft query use case policies	December, 2014
Review final query use case policies	February, 2015

NOTE: The timeline will be determined in coordination with Trust Framework and Query Work Groups.

3 ADVISORY COUNCIL COMPOSITION

The Advisory Council will be composed of as many members as the Steering Committee deems necessary to assure that broad stakeholder engagement is being achieved, but in no event shall the Advisory Council have more than 30 members. For purposes of guidance only, it is expected that the Advisory Council will have between 24-30 individuals who represent the following constituents:

- (4) Health care provider organizations (e.g. health system, hospital, long-term care facility, etc.) or groups that represent healthcare provider organizations
- (3) Networks (e.g. state, regional, commercial or health information exchange organization, vendor-based network, etc.)
- (3) Vendors (e.g. EHR, HIE, other HIT companies)
- (2) Health care physician organizations which is not a facility (e.g. medical groups, physician practice, etc.) or a group that represents healthcare physician organizations
- (2) Other types of health care settings (e.g. post-acute care settings, laboratories, diagnostic centers, dialysis centers, pharmacies, etc.)
- (2) Health care plans, either governmental or non-governmental, or a group that represents health care plans
- (2) Governmental agencies, federal, state or local
- (2) Standards development organizations
- (1) Representatives who can specifically represent the interests of patients

- (1) Behavioral Health
- (1) Patient safety organization (PSO)
- (1) Public health
- (1) Research
- (1) Accreditation, Certification or testing organization

Up to 4 additional seats may be filled per the discretion of the Steering Committee.

4 RESPONSIBILITIES

In its role as an Advisory Council for Carequality, the Council members will fulfill the following responsibilities:

- Maintain personal involvement in Council meetings and related activities
- Respect any confidential discussions held in the Council or shared by other Carequality entities
- Publicly support the Council's activity
- Represent the necessary expertise to contribute to the development of the Council's deliverables.
- Enlist broad feedback from constituents by reaching out to industry peers.