**Advanced Directives Terminology Working Group**

**Minutes & Actions 3 May 2024**

**Attendees**

Guy Tsafnat, Neil Taplin, Robin Blythe, Jane Hoang, Davera Gabriel, Tam Marwood, Jennifer Marks

**Apologies**

Mel Haines, Nina Roxburg, Rex Parsons

1. **Welcome & establish purpose of the group**

RB: Recap of outcomes from Curiosity Camp – producing the terminology relationship table and terminology server. Where is all our work located? (links shared in chat)

<https://github.com/RWParsons/guy_tribe_term_server-1>

<https://github.com/synthetichealth/synthea/wiki/CSV-File-Data-Dictionary>

<https://docs.google.com/spreadsheets/d/1KxbY1XIUqCZyRndD5M35b1fQkha4X-DEYJ0Rtdxa8uE/edit#gid=1296635052>

JH: Files seem to be missing in folders – will contact David and Zhao to refresh

1. **Review & confirm deliverables**

TM: Suggestion to continue working using the two collaborative groups established at Curiosity Camp – the server/coding team and the terminology team. JB invited to lead server team and accepted the leadership role.

GF: Evidentli may be able to contribute unit tests/benchmarks to help server development.

GF: shared an open source terminology server as a resource. JB & team to review

The group discussed and reflected on goals of the project for the server/coding team:

Continuing development of the server itself to make sure it uses an OMOP-like terminology structure (concept and concept\_relationship table) and to make sure it complies with the requirements of a reference terminology server for HL7 FHIR.

Discussed what is required for the terminology and decided that it is fit to be shared with the terminology community for additional contributions. RB agreed to lead ‘terminology team’. RB to set up a ‘read me’ file in GitHub to introduce the project and to solicit help and feedback. Once established TG to invite his network to review/contribute. TG advised it is useful to have a process for submission and timing of submissions. RB agreed and will summarise general themes and related ideas, as well as a list of different relationships so people know how concepts can map together.

1. **Establish work plan – who does what, in what time frame?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Action/task** | **Who** | **When** | **Done** |
| 1. | Refreshing content of files in github | JB | 7/6 |  |
| 2. | Inviting David and Zoah to participate in server group | TM | 7/6 |  |
| 3. | Leader server/data team | JB | 3/5 |  |
| 4. | Securing permission & unit tests/benchmarks to help server | GT | 7/6 |  |
| 5. | Review of open source terminology server | JB | 7/6 |  |
| 6. | Demo of code at next meetup | JB | 7/6 |  |
| 7. | Leader terminology team | RB | 3/5 |  |
| 7. | Set up a ‘read me’ file in GitHub to introduce the project and to solicit help and feedback (and a process to submit) | RB | 7/6 |  |
| 8. | On establishment of invitation info invite terminology network to contribute | GT | 7/6 |  |
| 9. | Establish shared project space in GitHub, including project purpose and deliverables | TM | 10/6 |  |

1. **Confirm digital space we are working within & how to access**

GitHub will be the shared workspace for both groups and also the projects assets/resources. TM to set up a GitHub account and establish shared working folders for the project.

JM seeking clearer statement of project – it’s purpose and aims/deliverables. Clarified was established in an earlier email from GT to team – GT forwarded to JM. TM to ensure placed in project folder.

1. **Next meeting Friday 7 June 8am**

**Purpose of team**

1. To establish a standard terminology dictionary for advanced care planning that is available on open source software and accompanied by a guidance document for future users of the terminology.

**Deliverables**

1. Public documentation of the terminology. To provide guidance to people who would like to get started using it. For example, it would need to explain the three classes and how to use them.  Importantly, also that the intended use of the terminology is not to redefine laws and morality, but to accurately record patients' advanced directives. Where needed, link to definitions of terms on OED, M-W or official government sites.
2. Review the terminology structure - It is not too late to add or remove a class, or otherwise restructure the terminology.
3. Continuing development of the server itself to make sure it uses an OMOP-like terminology structure (concept and concept\_relationship table) and to make sure it complies with the requirements of a reference terminology server for HL7 FHIR.

**Outcomes**

* + - 1. Public documentation of terminology
      2. Terminology structure reviewed and available for peer review/use?
      3. Server using OMOP-like terminology structure and complies with reference terminology services for HL7 FHIR
      4. Launch /present etc