|  |  |
| --- | --- |
| VA Logo | *Innovation 873 Telepathology SME*  *Meeting Minutes* |

***Date****:* 10 August 2015

***LYNC****:* 855-767-1051

***Meeting Lead:*** John Kane

***Time***: 1:00 PM – 2:00 PM EST

***Conference ID:*** 92159751

***Facilitator:*** John Kane

***Scribe****:* John Kane

**Invitees:**

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** | | **Last Name** | **Title** |
| x | John | **Kane** | **Project Manager** |
| x | Stuart | **Frank** | **Senior Developer** |
| x | Angela | **Barnes** | **Project Manager/ COR** |
| x | Larry | **Carlson** | **Innovator** |
| x | Stephen | **Chensue** | **Pathologist, SME** |
|  | Peter | **Bayer** | **Account Executive** |
| X | Nora | **Ratcliffe** | **Pathologist, SME** |
| x | Michael | **Icardi** | **Pathologist, SME** |
| X | Mark | **Gusack** | **Pathologist, SME** |
|  | Hon | **Pak** | **MD, FirstView Medical Information Officer** |
| x | Dee | **Csipo** | **Senior Engineer** |
| x | Nihant | **Bondugula** | **Security Engineer** |
| x | Kalpana | **Reddy** | **Test Engineer** |
| x | French | **Margaret** | **Pathologist, SME** |
| x | Titton, | **Csaba** | **Senior Engineer** |

|  |  |
| --- | --- |
| **Meeting Overview** | **Presenter: John Kane** |
| John welcomed Dr. French. He stated that the contract is scheduled to end on 15 September. He stated the Optional Task 1 for Certification and Accreditation will not be exercised due to the nature of the virtual environment in which this task was developed. He added that he will contact the PM to discuss whether the regularly scheduled Telepathology meeting will be held on 21 August since today’s meeting is out of cycle. Dr. Ratcliffe asked if there had been consideration for a Pilot Site test. She also suggested that MikroScan was another product that the team should consider since several VA facilities already have the product. This could be used in lieu of the Aperio product. Stuart mentioned that Aperio has not been fully cooperating with the project in the last several months. Dr. Chensue later stated that Aperio has been delaying support since they are waiting on a Patch for the Bar Code Scanner. | |
| **Topic: Sprint Review** | **Presenter: Stuart Frank** |
| **Discussion**: Stuart reviewed progress made since the last Sprint including the UAT testing and documentation. Documentation, Code, Security scan results and Project Management reports have been uploaded into the GITHUB. Bug fixes continue and a change was made during this period regarding the report locking mechanism. Stuart will brief that change in detail. The team is now preparing final documents for User Guides, and updates to requirement and system design documents.  Stuart stated that this project is an update to a previous VistA Imaging path – MAG \*3.0\* 138. We have been integrating with a simulated vendor and using the Aperio product as our simulation. We have exchanged messages in both directions with the Aperio product. We have demonstrated launching a third party Whole Slide Viewer (WSI) and improved the workflow between consulting and referral sites.  Stuart offered that he would be glad to walk Dr. French through a demo of the product similar to what had been provided during the UAT tests. | |
| **Topic: Project Status/Open Items** | **Presenter: Frank, Stuart** |
| **Status:** Stuart identified four specific tasks that were identified during this project that were beyond the scope: Workload credits at the referral and consulting sites; Auto accessioning at the consulting site; Automatic synchronization of reports at the sites; and exploring automating registration of patients at the consulting site. These four tasks are the basis for the requested 2 month extension of this task. That request is being addressed at the contracting office.  **Demonstration:**  Stuart demonstrated the new process for locking edited reports. His team noticed during their development efforts that locking a report did not really accomplish what the name implied. The existing process used “reserved” and “un-reserved” buttons that really did nothing more than insert the pathologist’s initials into the field. To demonstrate this fact, he set up a simulated on-line exchange between Northern Indiana and Ann Arbor Medical Centers. Stuart’s team modified the design to actually lock the report when the report was being edited. Now a person will get a note when the report is locked by another user. When the report is closed, he demonstrated that the lock was released. Dr. Chensue stated this was a good improvement.  Dr. Chensue and Stuart spoke about a previous discussion they had had about formatting specific Telepathology reports. Stuart had not researched the issue yet but, hopefully, would be able to do that during any contract extension. Dr. Chensue asked whether there might be a field test for this product. Angela stated she would work with her leadership to answer that question. The field test would require approval from her leadership. Dr. Ratcliffe asked if a pilot project is prohibitively expensive. Stuart stated that it is possible that it could be fairly straightforward if all the hardware is up to date and support is available.  A short meeting followed the regular discussion. Angela, Larry, Stuart, Dee, Csaba and John attended. They discussed the need to obtain InstallShield software to complete the project. Stuart discussed three options including obtaining a copy of the product or asking the OIT Sustainment office to use their copy of the product and perform the function for us. Larry agreed to discuss with the Sustainment office. Meanwhile, Stuart will explore the use of a 21 day free-trial version of the software. Unfortunately, there are frequently limits on the free copies and the product would not be available should this contract be extended.  The meeting ended at 1:50 PM. | |

**Status of Actions from meetings.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Action Item ID No.** | **Assigned Date** | **Description** | **Assigned To** | **Due Date / Revisit Date** | **Comments** |
| 1 | 14 August | Larry contact OIT Sustainment regarding InstallShield | Larry Carlson | August 21 |  |
| 2 | 14 August | Stuart evaluate free-trial copy of InstallSheild | Stuart Frank | August 21 |  |
| 3 | 14 August | Angela will address questions regarding Field Testing and Pilot testing | Angela Barnes | August 21 |  |
| 4 | 14 August | Stuart will investigate Telepathology Reports per discussion with Dr. Chensue | Stuart Frank | August 21 |  |

**Additional Notes/Comments:**

* The next meeting is currently scheduled for 21 August. The PM will evaluate whether another meeting is required within one week.