MedBiquitous Business Case/Working Group Charter – Professional Profile

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Please complete this form in its entirety. The first four sections (Mission, Context, Goals, Environmental Scan) must be completed prior to the start of the project. The remaining sections can contain preliminary answers but must be updated during the course of the project.

The questions in each section are meant to serve as prompts. Answering them directly is not required.

Working Group Charter

Mission

The mission of the MedBiquitous Professional Profile Working Group is to develop data standards and Web services descriptions to enable the exchange of clinician profile information across organizations and systems.

Context

MedBiquitous is the ANSI-accredited developer of information technology standards for health professions education and credentialing.

The organizations that support the ongoing education, performance, and assessment of clinicians often need to exchange clinician profile information with one another and with business partners, such as journal publishers, in order to effectively fulfill their missions. For example, certification and licensure information are often transmitted to central organizations and repositories to allow the public and organizations to determine the certification and licensure status of an individual clinician. Credentialing services also require data related to clinician education, training, certification and licensure. Finally, many services supporting administrative functions related to professional education and competence assessment require a mechanism for communicating clinician information, including unique IDs.

To address these needs, the MedBiquitous Professional Profile Working Group is creating a specification for the communication of clinician profile information, including but not limited to the following categories:

- Name
- Address
- Unique identifiers
- Education &Training
- Certification
- Licensure/Registration
- Occupation
- Personal Information
- Membership information

[Should we include a sentence here to point out that the standard also addresses important contextual metadata for the data above, such as data source, restriction of use, etc.?]

Goals

The working group will focus on creating a specification for healthcare professional profile data and will supplement these efforts with requirements for one or more Web services to enable the exchange of professional profile data across organizations. With the help of staff and the MedBiquitous Technical Advisory Group, requirements will be used to create Web services descriptions. These specifications and services will serve as foundation pieces for other specifications and Web services designed by MedBiquitous and will be architected to allow for building a digital ecosystem that can support health professions education and credentialing.

Scope

03-2021

The scope for this working group at present is to take existing MedBiquitous standards and submit them for review as American National Standards.

Standards Environmental Scan

At present the author of this proposal does not know of any direct conflicts with existing standards development efforts.

Work Plan

Please describe the anticipated timeline for this project and any anticipated resources needed by members of the working group.

This working group will be meeting monthly. The duration for the initial scope of work is estimated to be less than 6 months. At that time the future scope for this working group will be determined.

The following set of resources will be made available to MedBiquitous working groups.

- Workspace. (Exists on the Higher Logic virtual community platform provided by AAMC.) Conducting the day to day business of the working group will be done utilizing Workspace. The platform allows for document sharing and curation, voting, task management and reporting. The platform will support our ANSI-compliant standards development process.
- Wiki. MedBiquitous Knowledgebase will serve as a public facing resource documenting the standards development process. All content published to this site will be curated by the working group leads and editors.
- Microsoft Teams. Meetings of the working group supported by MedBiquitous Program Staff will be conducted utilizing Microsoft Teams.
- SharePoint. Only on an as needed basis, access to MedBiquitous SharePoint will be granted for the creation of MS Word, Excel and PowerPoint documents. SharePoint will NOT be the primary resource for sharing official documents or storing research materials.
- Literature Reviews. The AAMC Resource Center staff are available to assist with focused literature reviews.
- Altova MissionKit (including XMLSpy). Any schemas that need to be documented with graphics or other processing can be done with this suite of tools. The MedBiquitous program staff have licenses for this use.

The following sections should be updated during the standards development project, but attempts should be made to complete them during the initial submission of this form.

Business Case

Intended Outcomes

In what ways do you want health professions education and credentialing to be improved after this project?

What alternative solutions could emerge in parallel to what is being proposed/worked on?

What is the best option to pursue in support of the digital ecosystem of health professions education? (Documented as a work flow diagram)

What is the proposed technical solution? (Provide link to MedBiquitous Technical Use case document for this project)

How can we track the effectiveness of this standard, technical guideline or other work product of this project?

Implementation and Adoption Plan

Who is the target audience for this standard?

What materials need to be shared with them to help them understand the purpose of the standard and proper use?

Where/What are the channels for distribution?

When/What is the timeline for release to the public/market?

Validating Business Case

What issues can we anticipate?

What issues are already outstanding?

When are the milestones to determine the viability of the project output in the marketplace? (Must provide at least one check-in after 6 months of project development.)

What is the schedule for maintenance of the standard/technical guideline/other work product? (Required minimum: reaffirmation of an unrevised version every 5 years, with the initiation of the project for reaffirmation at least 15 months prior to the 5-year mark)