Meeting Name	IHE Eye Care Planning Committee
Meeting Date and Time	July 10, 12:00 – 2:00 p.m. EDT
Next Meeting Scheduled	August 7, 12:00 – 2:00 p.m. EDT
Location / Dial-in Numbers	1 800 605-5167 use passcode 724635
Gotomeeting	855160306

Agenda

I.   Goals for Meeting and Review of Agenda

II. Approval of May 1 2009 Planning Committee Minutes

III. Planning Activities for Year 4 Connectathon and Showcase

    a.   Extensions to Eye Care Workflow
    b.   Instructions for Performing a Procedure

IV. Review of IHE Year 4 Showcase Marketing Plans

    a.   Theater
    b.   Signs (same as last year)
    c.   Brochure
    d.   Map of exhibit hall with IHE participants
    e.   Economic stimulus health IT information/e-prescribing information
    f.   Button – Ask me about IHE
    g.   Flash drive and postcard pre-meeting
    h.   Registration of visitors at the front kiosk

V.   Next Steps/Next Meeting

Decisions and Actions

Decisions and Action Items	Person responsible	Timeline
1. The Planning Committee approved the May 1 2009 PC minutes. The PC emphasized that is important to recruit as many vendors as possible by all IHE participants. Flora will post the minutes on the ihe wiki site.	Flora	7/13/2009
2. The PC discussed the extensions to eye care workflow, and how that these should be tested at the Connectathon and demonstrated at the Showcase. Don will work with the project managers for the Connectathon for the testing process, which may require a manual process for the demonstration testing for instructions for performing a procedure and additional consideration for LAMI with multiple legacy devices.	Don, Lynn	10/5/2009
3. The PC discussed at length the LAMI and its importance to the Showcase. The group agreed that this was a important feature for the physicians and should be highlighted. Ophthalmic Tools, TSG	Alan Golota,	Sept 2009

Integrations and Medflow will collaborate on a white paper. Then, this will be circulated among the PC for review and comment. Also, the group agreed that there should be a matrix summary sheet showing all of the vendors with an IHE integration statement and their capabilities. The importance of having an IHE Integration Statement will be stressed to participants at the August 13th Connectathon webinar. The call for IHE integration statements will also be sent to a wider circle of vendors. These statements will be due to Flora on October 12th to allow for collation and summary by the Annual meeting. In addition, the group would like to add a sign at the Showcase. Two logos were proposed: (red star = new feature) Connect all your old devices LAMI : Bridging the Past, Present and Future The group will decide this via e-mail correspondence. The group discussed the placement of the LAMIs at a separate kiosk in the Showcase. The PC also discussed the logistics of LAMIs with multiple legacy devices. The PC determined that it was up to the LAMI vendor whether to bring actual legacy devices or simulations. However, there would be a physical limit to how many legacy devices could be displayed in the Showcase, probably no more than 2-3 per LAMI vendor. Also, there probably is a limit to how many simulations could be demonstrated in order to provide a balanced and fair presentation. Much of this rests on the LAMI vendor's judgment on what would make a good, well-staffed presentation. Don and Flora will work with LAMI vendors on this after the Connectathon demonstration testing.	Jim Riggi All All Don, Flora	10/12/2009 7/31/09 10/19/2009
4. The PC also decided that there did not need to be highlighting of the option, Instructions for Performing a Procedure. This would not necessarily add to the appeal of the demonstration. No written materials would be needed either.		
5. The PC also discussed the ideas for the Showcase Booth and made the following suggestions: 1. More visible Academy signage to indicate sponsorship 2. More IHE signs in the registration area, hallways, Resource Center Flora will bring these back to the Academy for consideration. The PC agreed with adding these in addition to last year's promotions, and Flora will implement: 1. Button – ask me about IHE for all Showcase participants 2. HIT/Electronic stimulus/eprescribing materials 3.	Flora	7/13/2009

6. The PC determined the next meeting date as August 7, 12:00 – 2:00 p.m. EDT. The agenda will include: - Registration at the ADT – was there a problem with flow? What is the solution? Additional staff for ADT stations? - Theater within Showcase – should presentations be planned? Which presentations? - Individual company brochures/flyers – should these be allowed? Have a display table at front of Showcase for everyone's brochures?		

General Notes

Prepared by Flora Lum

Documents Discussed

Meeting Minutes

May 1, 2009 Planning Committee Minutes

Scheduled Calls & Meetings

August 7, 2009 – 12:00 – 2:00 p.m. EDT
U.S.:   1800-605-5167
Code: 724635
Go To Meetings:
https://www2.gotomeeting.com/register/726739490

Participants

The following members participated in person or by phone in the meeting.

Attendee, Project Role	Org.	E-mail Address	IHE Member	Present
Jim Riggi, Co-Chair	Medflow	jriggi@medflow.com	Y	X
Linda Wedemeyer, Co-Chair	Veterans Health Administration	linophth@cox.net	Y	X
Mark Horton	Indian Health Service	mark.horton@ihs.gov	Y	X
Don Van Syckle	AAO	don@dvsconsulting.com	Y	X
Flora Lum, Secretary	AAO	flum@aao.org	Y	X
Terry Ahnstedt	VersaSuite	tahnstedt@versasuite.com		
Ketan Bagia	MDoffice	ketan@mdoffice.com		

Attendee, Project Role	Org.	E-mail Address	IHE Member	Present
Allen Brewer	Washington National Eye Center	Allen.Brewer@medstar.net	Y	X
Rick Butler	Medflow	rbutler@medflow.com	Y	
Imran Chaudhri	Topcon/ANKA	in@chaudhri.net	Y	
Shawn Dastmalchi	Carl Zeiss Meditec	s.dastmalchi@meditec.zeiss.com	Y	
Thai Do	Topcon	tdo@topcon.com	Y	
Brian Gegan	Eyefinity/Officemate	Brian.gegan@eyefinity.com		
Shagun Grover	TSG Integrations	sgrover@tsgintegrations.com	Y	
Alan Golota	Ophthalmic Tools	apgolota@ophthalmictools.com		X
Elliott Hutton	Carl Zeiss Meditec	E.Hutton@meditec.zeiss.com	Y	
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Artur Kowalski	Topcon	Artur.kowalski@topcon.com	Y	X
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