

Mission

The Clinical Document Architecture Management Group (CDA-MG) provides day-to-day oversight of the processes related to Clinical Document Architecture (CDA) products throughout their lifecycle. This includes ensuring CDA product quality, monitoring scope and consistency with Standards Governance Board (SGB) principles and aiding in the resolution of CDA related intra and inter-work group issues.

Charter

Objectives

The CDA-MG will focus its energy on enabling and ensuring the following:

- CDA development is coordinated and consistent across the organization and of high quality
- Work groups have timely feedback and guidance and their development of CDA products are aligned with the broader goals of HL7 and its constituent communities
- Work groups act in a coordinated manner with quick resolution of CDA related disputes
- Work groups understand what is expected of them and have access to the skills and tools necessary to perform their domain specific CDA related work
- Known Product Family risks are recorded, managed, and reviewed regularly per the SGB precept on vitality assessment.

Work Products and Contributions to HL7 Processes

Primary activities of the CDA-MG, as identified within the Business Architecture Model (BAM) include:

- All planning aspects of product line/family changes
 - Develop and maintain an inventory of products in the product family (inclusive of more detailed components)
- Assessing and approving product line-specific project proposals for submission to the TSC
- Assessing and approving publishing requests for submission to the TSC
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- Creating Product recommendations which may include:
 - CDA IG recommendations
- Ensure that quality assurance criteria are in place and applied
- Escalation of unresolved issues to the TSC .
- Define priorities within the priority management criteria which the Governance Board has created
- Support activities such as education and connectathons
- Implementation guidance for the appropriate use of products

Additional activities may include:

- Propose to SGB, as needed, precepts for the product family and adhere to those established by the SGB
- Ensures work done on the CDA Base Standard is consistent with the constructs of V3 modeling and methodology

Structure

The CDA-MG is composed of seven to ten members representing a variety of stakeholder perspectives with voting privileges. Each member is appointed by the TSC with consideration of the recommendations of the SGB.

- The HL7 Chief Technical Officer (CTO) ex officio and Product Director designee as appropriate
- Five member representatives from across the organization. Supporting a variety of stakeholder perspectives and domain needs. These include, but are not limited to:
 - Providers
 - Implementers
 - Payer
 - Steering division
 - At least one member to represent the “international” (non-US) perspective appointed by the TSC with consideration of the recommendations of the SGB and the International Council.
 - At least one member to serve as liaison to SGB
- Up to three additional ad-hoc members
 - Each member is appointed by the TSC with consideration of the recommendations of the SGB based on their technical interest and understanding of Structured Documents (CDA Methodology), Templates (Templating Methodology), Modeling & Methodology (MnM) (V3, abstract data types), Conformance or Vocabulary, organizational and/or management expertise.
- Constraints on membership:
 - Co-chairs will be selected by the members of the group and will have terms of 2 years.
 - Member terms will be 2 years and renewable at the discretion of the Technical Steering Committee (TSC).
 - Co-chair and member terms are staggered such that approximately 50% of the member terms expire in a given year.

Formal Relationships with Other HL7 Groups

- The CDA-MG reports to the TSC
- The CDA-MG is responsible for adhering to precepts established by the SGB
- The CDA-MG provides advice and recommendations to the SGB
- The CDA-MG coordinates with the group responsible for CDA Product Family Methodology

Formal Relationship with Groups Outside of HL7

The CDA-MG has no formal relationships with groups outside HL7.