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| **ACP Testing Workgroup Meeting** | Agenda: |  | Minutes: | X |
| Facilitator: | Healtheway | Date:  | 02/06/2015 |
| Note taker: | Juan C. Fourquet | Time:  | 12-1:00PM (EST) |
| Attendees |
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| Ahmed | , Shuvo |

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| Hill | , David |

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| Bartlett | , Janis |

 |  | Kim, Seonho | X |
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| Borden | , David |

 | X |

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| Lamy | , Joe |

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| Corsi, Kyle |  |

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| Lomangino | , Mike |

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| Davis | , Didi |

 | X |

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| Moehrke | , John |

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| Donnelly | , John |

 | X | Murray, Anthony |  |
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| --- | --- |
| Fourquet | , Carlos |

 | X |

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| --- | --- |
| Pack | , Henry |

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| Harrell, Nan |  | Prahl, Martin |  |
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| Heflin | , Eric |

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 |  | Rosas, Jennifer |  |
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| Hernando | , Gonzalo |

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| --- | --- |
| Ruf,  | Lee-Ann |

 |  |
| Hudson, Gretchen | X |

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| --- | --- |
| Schramm | , David |

 | X |
| Helman, Jeff |  | Tyburski. Michael |  |
| Lanigan-Jones, Princess | X | Whitecar, Michelle  |  |

**Agenda**

* Overall Pilot update and next steps
	+ Ongoing discussions with Martin Prahl to identify the issues found during the Pilot test and determine next steps and process improvements.
* Update on the Pilot Testing with SSA Status.
	+ All Pilot participants has completed SSA testing successful
* CC Meeting update (Meeting changed to 2/20/2015)
	+ For the CC meeting we are not going to ask for Production status for now. We are going to recommend to extend the pilot testing to additional Pilot volunteers to avoid the burden to IOD, MIRTH and MRO.
* General Q&A from Group
	+ We are going to have the next ACP Meeting on the Feb 13th as a group moving forward with we will update the team via emails.

**Documents:**

* [2014\_12\_19\_ACP\_SSA\_Profile\_Test\_Cases\_withComments.docx](http://ehealthexchange-acpworkgroup.wikispaces.com/file/view/2014_12_19_ACP_SSA_Profile_Test_Cases_withComments.docx)
* [2014-12-19\_CL\_Access\_Consent\_Policy\_ACP.xlsx](http://ehealthexchange-acpworkgroup.wikispaces.com/file/view/2014-12-19_CL_Access_Consent_Policy_ACP%2BSSA.xlsx)

**Action Items:**

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| --- | --- | --- | --- | --- | --- |
| ID | Description | Owner | Date Opened | Date Due | Comments |
| 1 | Review Artifacts Distributed 7/18/2014 with comments by participants | ACP Workgroup Members | 7/18/2014 | 7/25/2014 | Completed |
| 2 | Posting of Comment Forms and Resolutions | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/11/2014 | Completed |
| 3 | Incorporate edits to Artifacts | ACP Chairs and Healtheway Staff | 7/18/2014 | 08/04/2014 | Completed |
| 4 | Review Final Draft of Artifacts  | ACP Workgroup Members | 7/11/2014 | 8/08/2014 | Completed |
| 5 | Approval of SSA Phase One Testing Artifact | ACP Workgroup Members | 7/18/2014 | 8/11/2014 | Completed |
| 6 | Test Tool Development | Healtheway/Aegis | 8/2014 | 9/30/2014 | Completed |
| 7 | SOW Executed with Aegis | Aegis/Healtheway Staff | 8/21/2014 | 9/15/2014 | Completed |
| 8 | Communication of Target Date for Pilot to Begin  | Healtheway Staff | 8/22/2014 | 9/15/2014 | Completed |
| 9 | Phase 1 – Peer to Peer testing – Test tool development | Pilot Participants/Hew Staff | 9/15/2014 | 10/31/2014 | Completed |
| 10 | Phase 2 – Automated Testing with DIL | Pilot Participants/HeW Staff | 9/30/2014 | 12/2014 | Completed |
| 11 | Phase 3 – Participant Testing with SSA Megahit Testing Environment | Pilot Participants/SSA Staff | 11/2014 | 02/2015 | IOD – DoneMirth – In processMRO – In process |
| 12 | Presentation to Specification Factory for Approval | Healtheway Staff | 8/2014 | 10/09/2014 | Completed  |
| 13 | Update Testing Documents with lessons learned from Testing Pilot  | Healtheway Staff | 11/2014 | 02/2015 | Last updated documents were distributed 12/19/2014.  |
| 14 | Presentation to the Coordinating Committee for Discussion and Approval | Healtheway Staff | 10/2014 | 01/2015 | Information update to CC on 2/17/2015. Production date TBD |