



Initiative	Healthcare National Product Catalogue Advisory Group (Aust)
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1.0 Background

1.1 National Product Catalogue (NPC)

The National Product Catalogue (NPC) was established for Australian healthcare in 2006 as a part of the Supply Chain program managed by the National eHealth Transition Authority (NeHTA). At this time NeHTA chose Global Data Synchronisation as an appropriate global standard to underpin the NPC and selected GS1 Australia to host the NPC on behalf of Australian healthcare on what was then called 'GS1net' (GS1net was renamed to National Product Catalogue for all industries in 2016). The intention was to support a more streamlined, consistent and quality approach to the data related to products used within Australian healthcare.

The NPC was one of the four 'products' developed under the remit of the NeHTA Supply Chain program to select standards and develop infrastructure support to improvements in Australia's healthcare supply chain. These four 'products' were National Product Catalogue, Locatenet, Recall Health (formerly RecallNet) and eProcurement.

The potential value of the NPC for healthcare in Australia was documented in a 'Data Crunch' report that was funded by industry and carried out by RMIT. <https://www.gs1au.org/download/gs1au-brochure-healthcare-data-crunch-report.pdf/file>

Further information on (former) NeHTA supply chain deliverables <https://www.digitalhealth.gov.au/get-started-with-digital-health/what-is-digital-health/supply-chain>

1.2 Global Data Synchronisation Network (GDSN)

The Global Data Synchronisation Network (GDSN) enables trading partners to automatically share their product data with each other. Where fully integrated, this means that updates within a supplier's database can flow via their data pool connection on to their trading partner/buyer organisations, ensuring their database is similarly updated as a result. Everyone has access to the same continuously refreshed data.

There are currently over 43 GDSN certified data pools spread around the world that collectively assist thousands of companies to synchronise product data with their trading partners based on global standards. The NPC is the data pool that has been developed to specifically support the needs of Australian industry, whilst still ensuring data can be synchronised around the world.

Today the GDSN network hosts millions of products (GTINs) globally in healthcare and other industries.

Further information on GDSN technical schema are available at <https://www.gs1.org/standards/gdsn/current-standard>.

A full list of all certified datapools is available at <https://www.gs1.org/services/gdsn/certified-data-pools>

2.0 Purpose

The Healthcare NPC Advisory Group comprises of healthcare industry representatives who will provide strategic guidance and support to GS1 Australia in the ongoing development and operation of the National Product Catalogue (NPC) data pool service and matters related to its use within the healthcare industry. The group comprises subject matter experts who will work collaboratively to identify, assess, monitor, review and recommend appropriate actions that will align requirements to ensure data governance, data quality, and continuous improvement are based on best practice.

3.0 Objectives

The NPC Advisory Group's objectives are to:

- advise GS1 Australia on Healthcare industry issues and new opportunities related to the NPC
- support the ongoing development roadmap for the NPC within the healthcare industry to ensure it remains relevant to changing industry needs
- advise on opportunities to improve usability of the service for the benefit of the entire user community
- advise on opportunities to improve data quality, delivery and patient safety through the more effective use of the data the NPC provides
- advise on the application of an appropriate engagement process to help support adoption
- ensure continued whole of industry approach to governance by the healthcare industry
- ensure continued alignment with and leveraging of GDSN to support Australian data requirements within healthcare
- discuss other healthcare industry matters of relevance to the NPC Advisory Group

4.0 Guiding principles

The guiding principles for the Healthcare NPC Advisory Group are:

- Support the implementation and continuous improvement of the NPC as a core national infrastructure service as originally implemented by NEHTA for Australian healthcare
- Reflect and support the core purpose of finding efficiencies and savings while maintaining quality
- Commit to improving quality, access, and patient safety
- Consider and understand issues from a national perspective, balancing the view of data publishers, data recipients and other related parties.
- Create engaging environments where all parties can meaningfully contribute

5.0 Authority, Accountability and Decision Making

The Healthcare NPC Advisory Group has the authority to;

- make recommendations, endorse and provide advice on NPC and related product data matters
- endorse NPC development deliverables, prioritisation and milestones, escalating key issues where necessary
- receive Healthcare industry stakeholder advice and recommendations and make decisions based upon this advice
- establish Working Groups comprising NPC Advisory Group member company (expert) representatives – and other industry representatives as deemed required - to work through specific subjects and report findings

6.0 Member Responsibilities

6.1 Chairperson

The Healthcare NPC Advisory Group will appoint two Co-Chairs, one representing the buyer and the other, the supplier interests. If appropriate, an additional 'tri-chair' may be selected to allow for both medical devices and pharmaceutical suppliers to participate as chairs. Co-Chairs will be appointed for 2 years and the Group may nominate new Co-Chairs or unanimously agree to extend the tenure of the existing Co-Chair/s.

The Chairpersons will be responsible for:

- Assist in assessment of items within the Healthcare NPC Advisory Group or sub working groups (where deemed necessary)
- overseeing the performance of business based on the Agenda
- determining when an issue should be escalated to another body for resolution
- dissemination of Advisory Group decisions in meeting Minutes via the Secretariat

6.2 Secretariat

Secretariat services are provided by GS1 Australia and include:

- booking each meeting, based on advice from the Chairperson
- preparing and distributing the meeting agenda and meeting pack
- recording and distributing minutes of each meeting
- supporting Co-Chairs in overseeing the orderly performance of business based on the Agenda e.g. actions and timelines

6.3 Advisory Group Membership

Membership of the Healthcare NPC Advisory group is by invitation only. Organisations are invited based on their subscription to the NPC service and/or their understanding of the strategic need for quality and consistent data across Australian healthcare. Additional organisations may be added to the advisory group overtime or may be invited to participate in working groups.

Industry associations and other parties may be invited to participate in specific discussions where it is appropriate to the topics at hand. They may be invited to

become standing members of the group with majority agreement of advisory group members.

Participation in the Healthcare NPC Advisory Group is not open to solution provider representatives.

7.0 Meetings

The Healthcare NPC Advisory Group meets at least quarterly, or more frequently based on the agreed work program. Meetings may be conducted face to face or via teleconference or video conference or a combination of these.

To convene a Healthcare NPC Advisory Group meeting there must be a minimum of four (4) buyer organisation representatives and four (4) supplier members present to provide a quorum.

All meetings will be managed under the GS1 Australia anti-trust policy ([link](#))

7.1 Agenda

Proposed Agenda items are submitted to the Secretariat at least 10 days before the meeting. These items will be reviewed in conjunction with the Healthcare NPC Advisory Group co-chairs to ensure alignment with the purpose of the Advisory Group.

For Agenda items to be tabled they should be provided with appropriate briefing notes and detail, clearly setting out the purpose, background, options, and a recommendation for the Advisory Group to consider.

The following items will be included in every agenda:

- apologies and absences
- approval of previous meeting Minutes
- other business
- summary of decisions and actions
- confirmation of next meeting date and location.

Agenda will be provided at least 5 working days prior to each meeting and be made available on the team space.

7.2 Minutes

Minutes will record all decisions made and actions assigned to Advisory Group members or GS1 Australia, along with the target due date for reporting back to the Group.

With agreement of meeting attendees, the discussions may be recorded for the purposes of ensuring greatest accuracy of minutes or for future reference in reviewing discussion/decisions. These recordings will not be may publicly available. **The Chair/Co-Chair will announce when recording starts and stops, to ensure participating members are aware.**

Meeting minutes will be circulated to members within ten working days after the meeting. Copies of minutes may be made available to non-members on request.

8.0 Confidentiality, Transparency and Participation

The Healthcare NPC Advisory Group may need to consider and discuss material of a sensitive or commercial nature. Treatment of documents and knowledge associated with the Healthcare NPC Advisory Group will comply with the GS1 Australia standing policy on information handling and confidentiality.

Specific to pricing, there shall be no discussion or reference to price values (AUD or any other currency) of products or services offered by any organisation participating within the advisory group. Price structure and validation rules may be discussed with regards to technical facilitation of pricing within the NPC - or system that leverages NPC derived data - only.

Advisory Group Members and attendees acknowledge their responsibility to maintain confidentiality of all information shared during meetings and related correspondence that is not in the public domain.

9.0 Performance and review

The performance of the Healthcare NPC Advisory Group will be measured at least annually.

Measurement and performance criteria will include:

- timely delivery of meeting agenda and minutes supporting effective operations
- attendance by members
- quality reviews of minutes and decision registers
- effectiveness of advisory group meetings
- effectiveness of advisory group members in completing assigned tasks
- outcomes from meetings and decisions delivered to meet industry needs

10.0 Appendixes

Appendix A - GS1 Australia Limited Trade Practices Compliance Notice