



Initiative	Healthcare National Product Catalogue Advisory Group (Aust) - Dataset Review Working Group (2020)
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1.0 Background

In order to ensure that the National Product Catalogue (NPC) meets the expectations of and continues to evolve with the healthcare industry processes are in place to allow for business as usual updates and whole of dataset reviews.

Details of these processes are available at

<https://www.gs1au.org/download/gs1au-article-NPC-HC-Industry-Dataset-Review.pdf/file>

2.0 Purpose

The Dataset Review Working Group is a mission specific group which is set up for each of the reviews of the whole dataset which occur approximately every three years according to prior industry agreement.

The group comprises subject matter experts who will work contribute their knowledge and requirements to the process and agree to work collaboratively to recommend appropriate actions to the Healthcare NPC Advisory Group (HCNPCAG).

This group functions in accordance with the Terms of Reference outlined for the HCNPCAG) with amendments where outlined in this document.

3.0 Objectives

The DRWG objectives are to:

- Complete the necessary data requirements gathering and provide feedback to GS1 on
 - Any data elements that should be within the dataset (existing and potential new)
 - Any data elements that they feel should be removed from the dataset
- Assist in investigating recommendations for changes (additional or removals) to ensure that the use case is clear and that there are plans in place to use the data
- Work to achieve a consensus for recommendations for final approval by the HCNPCAG prior to implementation
- Provide suggestions on best methods to communicate/support the changes so that group member peer organisations in industry can best manage the requirements & ensure value from the process

4.0 Guiding principles

Please refer to HCNPCAG Terms of Reference

5.0 Authority, Accountability and Decision Making

As a working group established under the HCNPCAG this group can

- make recommendations & advise related to on the NPC dataset review, related tools, communications & support for approval by the HCNPCAG

6.0 Member Responsibilities

6.1 Chairperson

To expedite the process, the group shall be chaired by GS1 Australia. The Co-chairs from the HCNPCAG are however invited to assist in this process is available. Leaders from each main participant group – Recipient, Medical Device & Pharmaceuticals are also invited to help balance the discussions as they occur and if a small leadership group is needed nominations may be requested.

6.2 Secretariat

Secretariat services are provided by GS1 Australia as per HCNPCAG

6.3 Working Group Membership

All organisations with sitting members on the HCNPCAG are automatically invited to have representatives participate in this working group.

Additional organisations may invited or may nominate to participate in this working group where they have expertise or additional knowledge related to data requirements in the industry. These may include non-subscribed data recipients, manufacturer/supplier organisations, clinical system experts and other government agencies.

Industry associations may be invited to participate where it is appropriate, however all participants must have a working knowledge of what the NPC is and be willing to participate in a positive and collaborative way.

Participation in the DRWG is not open to solution provider representatives.

7.0 Meetings

A kick-off meeting to explain the process will be arranged along with a review meeting or set of meetings to allow for discussion and agreement on proposed changes. The review meetings will take place after participants have all completed their reviews and responses have been aggregated by GS1 Australia.

If the group feels additional meetings are necessary within the process then this can be arranged.

7.1 Minutes

Minutes will record all decisions made and actions assigned. 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.

8.0 Confidentiality, Transparency and Participation

Please refer to HCNPCAG Terms of Reference

9.0 Performance and review

Success of this group will be measured by the completion of the review with recommendations being provided to the HCNPCAG. The completion of the review concludes this groups operation.