

**Joint Initiative Council for Global Health  
Informatics Standardization**

**REVISED CHARTER**

(effective: 01 July 2015)

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# REVISED CHARTER FOR THE JOINT INITIATIVE COUNCIL FOR GLOBAL HEALTH INFORMATICS STANDARDIZATION (2015)

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## Preamble

The members (members) of the Joint Initiative Council for Global Health Informatics Standardization (JIC):

- Considering the important role of health informatics standards: - in enabling interoperability of information and processes across health domains; in supporting the timely, efficient delivery of safe, coordinated, accountable, high-quality health services to individuals, communities and populations; and in facilitating effective global markets for health information systems;
- Considering the expressed needs of both the many different users of health informatics standards and the health informatics standards development community;
- Recognizing the demand for more organised, collaborative and efficient approaches to health informatics standards development that deliver a more coherent, comprehensive, and coordinated set of readily implementable health informatics standards;
- Recognizing the importance of consistency across health informatics standards and the need for collaboration in their development to ensure semantic interoperability across health processes and between health information systems;
- Recognizing that health informatics standardization is supported by a community of experts that works within and across various health informatics standards development organizations (SDOs);
- Recognizing their strong desire to work together more effectively and efficiently, and to collaborate, coordinate and cooperate in providing the full set of health informatics standards needed to address the joint needs of their associated stakeholders;
- Wishing to continue the collaboration established under the original *Charter of the Joint Initiative on SDO Global Health Informatics Standardization* dated August 29, 2007, which was executed on behalf of the ISO/TC 215 Health Informatics committee, the CEN/TC 251 Health Informatics committee and Health Level Seven (HL7), and was subsequently endorsed by CDISC, GS1, IHTSDO, IHE International, and the DICOM Standards Committee,

have AGREED as follows:

.....Continued on page 3 (Part I – JIC vision)

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## Part I – JIC vision

The VISION of the JIC is:

- to be an effectual and respected channel for communication, cooperation and collaboration between the representatives of global standards development organizations (SDOs) that address health informatics standards;
- to provide an effective means of identifying the needs of customers for collaborative work on health informatics standards;
- to meet these needs collectively through its members in a timely manner efficiently leveraging the most appropriate standards development resources;
- to achieve widespread adoption and use of harmonized health informatics standards, where a singular set of standards is recognized as addressing each health business need; and
- to avoid the development of overlapping, counter-productive and counteracting health informatics standards.

In order to achieve this vision, the members UNDERTAKE to assemble together as the JIC, and be governed by the following articles and other provisions of this Charter (Charter).

## Part II - Articles

### Article 1 – JIC mission and values

1. The MISSION of the JIC is to work effectively in accordance with this Charter to:
  - (a) promote interoperability and seek to avoid overlaps between standards used in health informatics;
  - (b) achieve greater coordination and consistency of health informatics standards development;
  - (c) identify gaps in meeting the needs of members and their stakeholders for health informatics standards, and to consider collectively how such needs can be met;
  - (d) facilitate coordinated 'Joint Initiatives' in Health Informatics standardization;
  - (e) develop global awareness of the importance and potential contribution of health informatics standards;
  - (f) share information transparently on opportunities and needs for health informatics standardization;

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- (g) provide a gateway to support and provide advice on health informatics standards collaboration and for reporting progress toward achieving a coherent set of standards for health informatics;
  - (h) promote mutual recognition (e.g. referencing) and, where possible, joint development and joint publication of health informatics standards;
  - (i) promote the development, adoption and recognition of relevant health informatics standards as international standards; and
  - (j) develop and recommend appropriate policies, principles and objectives to achieve the vision and mission of the JIC.
2. In pursuing this mission, the JIC is guided by the following CORE VALUES:
- (a) being customer focussed - engaging with customers, meeting business requirements and producing results that benefit the global consumers of health informatics standards;
  - (b) facilitating the work of experts that participate in developing standards;
  - (c) a spirit of openness and transparency - sharing information and plans, seeking opportunities for collaboration, and fostering joint activity;
  - (d) flexibility and willingness to utilize and leverage the work of others;
  - (e) promoting innovation, best practices, quality improvement and risk management; and
  - (f) respecting the expertise, mandates, structures, operations, interests and boundaries of its members and other health informatics standards developers.

### Article 2 - Composition of the JIC

1. The *Joint Initiative Council for Global Health Informatics Standardization* (JIC) is an unincorporated collaborative of standards development organizations (SDOs) that:
  - (a) have agreed to work together as members in accordance with this Charter to better meet the joint needs of their stakeholder communities; and
  - (b) have accepted each other as meeting the JIC membership guidelines set out in Appendix A.
2. The current members of the JIC are set out in Appendix B.
3. The JIC may admit further members in accordance with the provisions of this Charter and the rules.

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## Article 3 – General member obligations

1. In general, a member has an obligation to:
  - (a) participate willingly and actively as a member of the JIC to work constructively and collaboratively with the other members to support the activities of the JIC, to achieve its VISION and MISSION and to uphold its VISION and CORE VALUES;
  - (b) share information with other JIC members on standards development work programs, strategic directions and opportunities to progress collaboration;
  - (c) collaborate with other members and relevant external entities to coordinate scheduling of meetings and events to minimise clashes and unnecessary duplication affecting our stakeholders; and
  - (d) select persons to participate in the JIC Executive that have the skills, and understanding to support a business focus, continuity, relationship building and shared responsibility.
2. In addressing these obligations, members are encouraged to:
  - (a) seek opportunities to work closely with other members and entities to promote harmonization of health informatics standards and to avoid overlapping, counter-productive and counteracting standards;
  - (b) establish and maintain active formal liaisons and collaborative arrangements with members and other entities that develop or support the use of standards in various health domains and across different technology platforms;
  - (c) maintain processes for critical review and evaluation of standards proposals to ensure that they are relevant to business requirements and are likely to produce results that are aligned with other standards and benefit the global consumers of health informatics standards; and
  - (d) share experiences and capabilities with other members of the JIC to advance collaboration and the state-of-the-art in global health informatics standardization.

## Article 4 - Organization and operation of the JIC

1. The JIC may make operating rules (rules) not inconsistent with this Charter to define the means of conducting its business and activities.
2. The JIC shall have a Chair (Chair) and from time to time by ordinary resolution shall appoint a person to serve as Chair.

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3. The JIC shall have a Secretariat (Secretariat) and from time to time by ordinary resolution shall designate a member to provide the Secretariat.
4. The business of the JIC is managed by and under the direction of the JIC Executive in accordance with this Charter and the rules.
5. The JIC Executive comprises:
  - (a) the Chair;
  - (b) one designated voting representative of each member;
  - (c) the Secretariat; and
  - (d) such other persons as may be endorsed in accordance with the rules to participate in meetings of the JIC Executive.
6. Any action that the JIC agrees to perform is to be carried out on behalf of the JIC, by the Secretariat, the Chair or collaboratively by one or more members.
7. The Secretariat is to be the principal point of contact for public communication with the JIC and for those seeking information about the JIC and its activities.

### **Article 5 – Limitations**

1. The JIC and the JIC Executive are not legal entities and while this Charter and the rules seek to formalise agreement between the members in relation to the operation of the JIC they do not seek to establish any legally enforceable relationship between the members or between any combination of the members, the Chair, the Secretariat and any persons representing members.
2. The JIC does not have its own resources or personnel except to the extent that these are made available to the JIC through its members.
3. The JIC does not have the power to develop or publish standards in its own right.

### **Article 6 – Decisions of the JIC**

1. Decisions of the JIC are made by discussion and consensus, where necessary confirmed by:
  - (a) voting at a scheduled meeting of the JIC Executive for which any required notice of matters to be decided has been given, or
  - (b) an electronic poll of the JIC Executive or of the members conducted in accordance with the rules.

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2. Matters of routine JIC business that do not require a formal decision of the members may be decided by a direct vote of participants in the JIC Executive as specified in the rules.
3. In voting on a formal decision of the members (being any decision requiring an ordinary resolution or a special resolution under these articles) each member has a single vote except as otherwise provided by these articles.
4. In order to pass, an ordinary resolution must secure the votes of more than 50% of the total possible votes of members eligible to vote (irrespective of the number of members voting).
5. In order to pass, a special resolution must both:
  - (a) secure the votes of more than 50% of the total possible votes of members eligible to vote (irrespective of the number of members voting); and
  - (b) not be opposed by more than 25% of the number of members eligible to vote.
6. If any resolution achieves 50% or less of the total possible votes, it fails and the Chair does not have a casting vote.

### **Article 7 - Admission as a member**

1. An organization (applicant) seeking to become a member of the JIC must submit an application (application) for membership in accordance with the rules.
2. On receipt of an application the Secretariat shall circulate the application to members and the JIC may resolve to make further enquiries of the applicant to confirm the applicant's identity and eligibility for membership.
3. In its absolute discretion having considered an application the JIC may:
  - (a) accept the applicant as a member by means of a special resolution, of which members have been given at least 7 days notice including the results of enquiries into the applicant's eligibility; or
  - (b) reject the application.
4. On being admitted as a member of the JIC the applicant's name is deemed to have been added to Appendix B and, as a member, the applicant assumes the rights, benefits and obligations of a member under this Charter and the rules.

### **Article 8 – Resignation of membership**

1. A member may resign from the JIC by giving notice of resignation to the Secretariat or Chair.

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2. A resignation is effective from the date on which it is received by the Secretariat or Chair or such later date as may be specified in the notice of resignation.
3. Upon the member's resignation becoming effective, the member's name is deemed to have been removed from Appendix B and, the member ceases to be entitled to the rights and benefits of a member under this Charter and the rules.

### **Article 9 – Review, cancellation and suspension of membership**

1. By means of an ordinary resolution noting that a member may no longer meet the JIC membership guidelines, the JIC may initiate a review (review) of that member's continuing membership in accordance with the rules.
2. Having considered the outcomes of a review initiated under paragraph 1 of this article, the JIC may:
  - (a) advise the member that its membership of the JIC has been reconfirmed; or
  - (b) cancel the member's membership by means of a special resolution on which any member that is subject to a review is not eligible to vote; or
  - (c) suspend the member's membership for a specified period of time by means of an ordinary resolution on which any member that is subject to a review is not eligible to vote.
3. The JIC should as soon as reasonably possible complete and advise the member of the outcome of any review of the member's membership.
4. If the JIC initiates a review of a member's membership under paragraph 1 of this article and if after 120 days the JIC has not completed the review or suspended the member's membership, the review lapses and the member retains all rights and privileges of membership without limitation.
5. Upon the cancellation of a member's membership under this article, the member's name is deemed to have been removed from Appendix B and, the member ceases to have the rights, benefits and obligations of a member under this Charter and the rules.
6. While a member's membership is suspended, the member may not exercise or receive the rights and privileges of membership (including the right to vote and participate as a JIC member).



## **Article 10 – Transfer of membership**

1. In its absolute discretion the JIC may resolve to transfer a member's membership to an entity associated with the member if the member requests such a transfer in accordance with the rules.
2. On transfer of a member's membership to an associated entity:
  - (a) the name of the member requesting the transfer is deemed to have been removed from Appendix B and, the member ceases to have the rights, benefits and obligations of a member under this Charter and the rules; and
  - (b) the associated entity's name is deemed to have been added to Appendix B and, as a member, the associated entity assumes the rights, benefits and obligations of a member under this Charter and the rules.

## **Article 11 – Committees**

1. The JIC may:
  - (a) establish a committee by naming it and defining its purpose, functions and any other terms of reference;
  - (b) appoint and remove its members and office-bearers;
  - (c) delegate any functions to it that the JIC considers appropriate;
  - (d) disband, merge, re-constitute and re-structure committees; and
  - (e) form different committees for different purposes, including joint committees with members or with other entities.
2. Subject to any provisions in its terms of reference, a committee may meet at times and places that it thinks proper.
3. The JIC may resolve to recognise any group operating under the rules of another entity as a committee of the JIC operating under principles agreed between the JIC and that body including without limitation the right of the JIC to discontinue any such arrangement.

## **Article 12 – JIC participation in other groups**

The JIC may nominate one or more persons:

- (a) to participate on its behalf in any committee, group or activity established by a relevant body; and
- (b) to report back to the JIC on the outcomes of such participation.

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## Article 13 - Warranties

The members make no express or implied warranties other than those that may be explicitly contained in this Charter and the rules.

## Article 14 - Amendment of this Charter and the rules

1. Except as otherwise specifically provided in the articles, this Charter may only be amended by means of a special resolution of which least 7 days notice detailing the proposed changes has been given to members.
2. The JIC may amend the rules by means of an ordinary resolution of which at least 7 days notice detailing the proposed changes has been given to members.
3. Notification of any proposed change to this Charter and the rules should also be communicated to all persons entitled to participate in meetings of the JIC Executive.

## Article 15 - Termination of the Charter

This Charter may be terminated and the JIC dissolved by following the process for amendment of the Charter specified in article 14.

## Article 16 - Terms, definitions and interpretation

1. In this Charter and the rules, unless the contrary intention appears:
  - “article” means an article of this Charter;
  - “JIC” means the “Joint Initiative for Global Health Informatics Standardization” as described in article 2;
  - “joint initiative” means a joint initiative as described in the rules.
  - “member” means a member of the JIC as determined by application of articles 2, 7, 8, 9 and 10;
  - “membership” is a reference to membership of the JIC;
  - “ordinary resolution” is a resolution meeting the requirements for an ordinary resolution as defined in article 6.
  - “resolve” means to resolve a matter by way of an ordinary resolution except where a matter requires a special resolution;
  - “rules” means the operating rules made by the JIC under paragraph 1 of article 4; and

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“special resolution” is a resolution meeting the requirements for a special resolution as defined in article 6.

2. In this Charter and the rules, unless the contrary intention appears:
  - (a) a reference to an “article”, “paragraph” or “part” is a reference to an article, paragraph, or part of this Charter;
  - (b) words in the singular number include the plural and words in the plural number include the singular;
  - (c) words importing a gender include any other gender;
  - (d) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning;
  - (e) a time period reckoned in days is to be converted into hours by multiplying the number of days or fractional part thereof by 24 hours per day;
  - (f) a time period reckoned in weeks ends and at the same time of day on the same day of the week on which it commenced;
  - (g) a time period reckoned in months ends and at the earlier of:
    - (1) the same time of day on the numerically corresponding day in the month on which it ends as the time and day on which the time period commenced, or
    - (2) at midnight on the International Date Line at the end of the final day of the month on which the time period would have otherwise ended but for there being no numerically corresponding day in that month.
3. The appendices in Part III form part of this Charter. In the event of any conflict between the terms and conditions contained in the articles and any part of the appendices then the articles shall prevail over the appendices but only to the extent required to resolve any such conflict.

## **Part III – Appendices**

### **APPENDIX A - JIC membership guidelines**

A member or applicant for membership of the JIC should be able to demonstrate that the member or applicant is a significant health informatics standards development organisation (SDO) that meets the following guidelines:

1. It has a substantial program of continuing work relevant to global health informatics standardization.
2. It has internationally recognised processes with broadly-based balanced input for developing standards-related products intended for implementation in many countries.
3. It has access to staff support and production capabilities; and
4. It is prepared to give an undertaking to cooperate and collaborate with other members in accordance with the provisions of this Charter and the rules and, as a member, to continue to abide by such an undertaking.

## **APPENDIX B - Members of the JIC**

The members of the JIC are:

1. ISO technical committee TC 215 Health informatics (ISO/TC 215)
2. CEN technical committee TC 251 Health informatics (CEN/TC 251)
3. Health Level Seven International Inc (HL7)
4. The Clinical Data Interchange Standards Consortium Inc (CDISC)
5. International Health Terminology Standards Development Organisation (IHTSDO)
6. GS1
7. Integrating the Healthcare Enterprise International Inc (IHE)
8. DICOM Standards Committee (DICOM)