Network Rave Data Standards (NRDS) Policy and Governance WG

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Agenda

- Review Guiding Principles

- Governance Discussion

- Next Steps

Draft Policy Guiding Principles (from 6/15/2015)

- Minimal Necessary
  - Rationale: There should be a core set of elements that we think are universally important, only standardize elements when the benefits outweigh the risks.

- Keep it simple
  - Rationale: Makes sense

- Start small
  - Rationale: We can test the impact of the most important changes before expanding.

- Change codes for existing data elements ONLY when a need exists

- Change codes for existing data elements ONLY when the benefits outweighs the risks
  - Rationale: Depending on the application, the codes can be mapped downstream. There will be no universally acceptable set of codes that will avoid the need for re-mapping, so harmonizing codes may not be the highest priority.

- When creating new codes, keep it as short text strings with 10 characters or less
  - Rationale: There is a high chance of error with the use of numeric codes when it comes to mapping

- When considering a new standard data element, try to use a short text string as the code where possible.
  - For example: instead of "1=CR" use "CR"
  - Rationale: Will prevent interference with groups' existing coding systems

- Change data elements ONLY when necessary

- Rationale: Changes will have impact (and associated cost) on existing systems if there are changes that do not justify the associated cost

Governance Discussion

- ## How do we want to handle audits?

  - "Health inspector" approach:

    - Random unannounced requests for a study's architect loader spreadsheet, and then examine the setup for that study.

    - Require the use of global libraries at each site and examine the library contents.

    - Other ideas for ongoing compliance?

    - Do we want to identify a set of metrics to report with the audit process to analyze success and failure rates?

Next Steps

- Determine if we want to change our meeting to a monthly meeting

- Continue identifying Policy guidelines and Governance components as the Content WG moves forward

Reference Information / Questions

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