The presentation can be accessed here: <https://drive.google.com/open?id=1D4pInj2U6oUGTb0kJPAhZMJoakxEv6Jz>

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| --- | --- | --- |
| Slide | Proposed changes | Comment |
| 2 | The overall objective of this presentation is to teach you the key principles in managing a request submission from the request is received through to the final action of notifying the customer of the processing or rejection of the request. Note that the authoring of the request is out of scope for this presentation. |  |
| 4 |  | There has been a Prioritisation and Effort Assessment Framework that was developed by CMAG. That would be great to mention it AND to highlight the fact that RFC management is also an activity that supports clinical implementation projects around the world. |
| 8 |  | I would have expected to see the URU questions here. These slides are duplicates of the URU ones, which are more helpful and more detailed. |
| 12 |  | For National NRC, when is the RFC requested is important, this will often drive the national development of the content, instead of waiting for the SI inclusion. |
| 15 |  | Should you mention the daily build? If content is found in the Daily Build, what should the RFC requestor be doing, expecting?? |
| 21 | So we have looked at the International Edition. Let’s now explore the scope of national and local extensions … | Since the beginning, you are referring to International, national and local editions… I think you should have a separate slide on the Scope of Local Extensions… It would be important for SI to state that local Edition should have the provision of using local codes until they get a National or an International concept… |
| 23 |  | Should you require a definition description to be submitted when a new concept is created? That would be useful for any users. |
| 30 | On the slide:   * Important with a good understanding of editorial principles for the SNOMED CT Edition that the request applies to * … * Ensure that the addition or modification does not break the referential integrity of SNOMED CT |  |
| 32 | … The SNOMED International content tracker should be looked at- are there issues on there that could impact the request? Are the relevant issues currently being worked on? Does the work done to date on that issue, help in your assessment of the request?.... | I would also add all references you have in the Customer Guidance for Requesting Changes to SNOMED CT |
| 35 | When an organization chooses to accept a content request, the organization may chose to do one of the following:  -Add the requested content to their extension  -Forward the request if it is considered to be in scope of a more general extension or the International Edition.  -The organization may also chose to add the content to their extension as well as forwarding the request. For example: To meet a short-term national requirement the content may be added to the national extension and the request forwarded to the SNOMED International. If the request is accepted for the international edition, then the content is promoted. | The text copied beside is somewhat confusing, since the decision of creating content in an extension and not send it to SI would not lead to a core inclusion.  I understand that creating content and sending it to SI for core inclusion is one of the options where SI would then receive a RFC… |
| 36 | It can also be a good idea to set a timeframe for how long requests awaiting clarification will stay open, and what will happen if a response if not received within the timeframe set. | Why don’t you add the SI timeline? That is important to avoid rejection. |
| 37 |  | You only referred to one element of the SLA in this slide. You could add a note to say that a link has been added in the Links to Further Information slide. |
| General comments |  | There is no reference to how to submit an RFC in CRS… for those that are allowed to submit to CRS. Where one can get that information?  I think the requestor’s responsibility to answer questions and provide information as required, is not re-inforced enough |
| For all speaker’s notes |  | Add extra lines where text is packed! |