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SNOMED CT Translation Tool Request for Proposal

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1 Executive Summary

IHTSDO sees the development of translations of SNOMED CT as key to driving the adoption of SNOMED CT globally with the consequent improvement in interoperability and healthcare delivery within and between Member countries.

For some countries the need for translation may be a barrier to adopting SNOMED CT and becoming a Member of the IHTSDO. Therefore a Translation Policy have been agreed upon stating the level of support available from the IHTSDO for the development of translations of SNOMED CT from English into other languages, as well as the expectations and obligations on those Members undertaking translations.

More information can be found on the IHTSDO Translation Tooling confluence space - <https://confluence.ihtsdotools.org/display/TRANSLATE>.

However, in order to take on translation activities, tooling is needed to support such activity. This Request for Proposal (RFP) is intended to procure the necessary tooling to support Members translating SNOMED CT to local languages.

The IHTSDO Translation Tool would provide a solution to allow:

- importing existing reference sets (refsets) or subsets of SNOMED CT content to be translated (or closer integration with a Refset Management Tool proposed as part of the Refset Management Tool RFP)
- creation of a batch of selected content, based on imported refsets or user chosen, to be translated and assigned to translators
- exporting completed translations into a format to be used within a Member extension release
- workflow and role based access to meet the translation workflow requirements in the IHTSDO document 'Guidelines for Management of Translation of SNOMED CT'
- collaborative translation across Members and the community of practice
- version control of the translations as well as managing the impact of new releases of the International Edition

This objective of this Request for Proposal (RFP) is to request proposals from vendors for a solution that integrates into the current IHTSDO tooling environment, including the IHTSDO Terminology Server and Identity Management Service. IHTSDO would like proposals to answer the following:

- any issues with and solutions to the requirements
- feasibility of providing a single online solution for multiple Member extensions
- a solution to meet the high level requirements provided in this RFP and the accompanying confluence page
- applicable timescales and costs considering that IHTSDO would like to be providing solutions to the above requirements by the end of 2015.

A second Request For Proposal will be released at the same time as this one, regarding tooling for SNOMED CT Reference Set Management tooling. If a solution is being proposed which also



meets the requirements in that RFP, indicating the costs for each separate proposal, as well as a single cost if appropriate, and timescales of adding the Refset management functionality.

A response is requested by Monday 31st August by email to rfp@ihtsdo.org.

2 Instructions for replying to the RFP

Please respond to this RFP on or before Monday 31st August by email to rfp@ihtsdo.org and include any documentation that is relevant to your response.

If you have any questions or clarifications before that deadline, please send any questions to rfp@ihtsdo.org.

After the response date IHTSDO will evaluate the RFP responses directly and will use the information provided to make further decisions on next steps.

Responses to this RFP are not contractually binding.

3 Organization Background

IHTSDO is a not-for-profit association, which is owned and governed by its national Members. It is an international standards body that develops, maintains and promotes effective use of clinical terminology in healthcare information systems. The principal product of this multilingual initiative is SNOMED CT, a standard clinical terminology which is designed to support translation. The organization also encourages, guides, advises and supports key players and stakeholders in SNOMED CT implementation in order to encourage further use.

As set out in its Articles of Association the purpose of the IHTSDO is to:

- Acquire, own and administer the rights to SNOMED CT, other health terminologies and/or related standards and other relevant assets (collectively known as "Terminology Products");
- Develop, maintain, promote and enable the uptake and correct use of its Terminology Products in health systems, services and products around the world; and
- Undertake all related incident activities conducive to achieving this purpose.

In doing this, its objectives are to:

- Enhance the health of humankind by facilitating better health information management;
- Contribute to improved delivery of care by clinical and social care professions;
- Facilitate the accurate sharing of clinical and related health information, and the semantic interoperability of health records;
- Encourage global collaboration and cooperation with respect to the ongoing improvement of the terminology products; and
- Provide the foregoing on a globally coordinated basis, thereby enabling the members and the related organizations within their Territories to pool resources and share benefits relating to the development and maintenance of, and their utilization of and reliance upon, the terminology products.

The following principles guide all the IHTSDO's activities:

- The Association will seek to govern itself and conduct all of its activities in accordance with principles of openness, fairness, transparency and accountability to its members.
- The Association will seek to conduct all of its activities in a prudent, responsible and ethical manner that is conducive to ensuring its long-term viability, the overall value and utility of all of its assets and, in particular, the technical and clinical fitness of the terminology products.
- The Association will seek to work with other parties relevant to achieving its purpose and objectives in a spirit of collaboration and will, as appropriate, seek to facilitate interoperability of its terminology products with other relevant standards and products.
- The Association will seek to encourage intellectual contributions to the terminology products from other entities upon terms that permit such other entities to use and distribute their own work for any purpose that does not conflict with the Association's purpose and objectives.



- The Association will strive to avoid taking any action which is expected to confer upon certain members or other parties undue advantages over other members or over the Association, except with respect to the rights, privileges and obligations granted to the Members specified in the articles.

Further information about the IHTSDO can be found on our website at www.ihtsdo.org.

4 Requirements

IHTSDO would strongly prefer to purchase a translation tool as an existing software product.

An initial phase of more detailed requirement prioritization and definition based upon the 'fit' of the proposed solution should be included in any costs and timescales.

Detailed requirements can be found on the relevant confluence page here - <https://confluence.ihtsdotools.org/display/TRANSLATE/Translation+Tooling+Requirements> - or in the compliance matrix included with this RFP.

Part of the response to this RFP should be to detail any further requirements that are missing on the page above. Proposals based upon existing systems that meet the majority of these requirements will be considered as well as development proposals.

5 Vendor Information Required

Please provide the following information in the response:

- Details of the product/service which meets the requirements
- Product/service details and how they meet the requirements stated above by completing the compliance matrix included with this document.
- Any demonstration of existing tooling to explain responses and any reference site details for IHTSDO to contact, if applicable
- Vendor background
- Maintenance and support details, options, service levels available if you have a product that meets the requirements.
- Implementation assistance and system training
- Outline costs of software systems, including any development costs necessary, hosting options (where applicable), implementation, training, annual maintenance and support
- Outline time scales for development/customization, implementation and deployment, considering that a solution must be completed by the end of 2015

Another RFP will be released at the same time as this one, regarding tooling for reference set management of SNOMED CT. If a solution is being proposed which also meets the requirements in that RFP, vendors can submit a single proposal for both RFPs, indicating the costs for each separate proposal, as well as a single cost if appropriate, and timescales of adding either functionality.

6 Disclaimer

The IHTSDO reserves the right:



- to amend, clarify, add to or withdraw all or any part of this Request for Proposal at any time;
- to vary any timetable or deadlines set out in this RFP;
- not to conclude a contract for some or all of the goods and/or services (as applicable) for which proposals are invited; and
- cancel all or part of any procurement that may be the result of responses on this topic at any stage at any time.

IHTSDO does not represent selected products as standards, nor does it mandate their use.

The bidder accepts and acknowledges that by issuing this RFP, the IHTSDO is not bound to accept a proposal or obliged to conclude a contract with the bidder at all.

The proposer accepts and acknowledges that they are responsible for any and all costs incurred in their participation in this RFP, regardless of a contract award being made.