CMAG 2020 Work Plan Draft

Describes the aims and objectives of the Content Managers Advisory Group (CMAG) throughout 2019.

Overall objectives

The main purpose of the Content Managers Advisory Group in 2020 is to provide SNOMED International with national perspectives on identified content topics and issues through provision of advice and feedback.

Meetings

Teleconferences

Teleconferences will be held as required, with the timing of meetings to be notified in advance (within 2 working weeks)

Face-to-Face meetings

The Content Managers AG plans to meet at both SNOMED International Business meetings during the year.

April 2020 - London, UK

- Business meeting scheduled April 5th - 8th, 2020
- CMAG plans to meet during the SNOMED International business meeting.
- The duration of the CMAG meeting is expected to be approximately 2 hours.
- Agenda to be agreed

October 2020 - Lisbon, Portugal

- Business meeting scheduled October 4th - 7th, 2020
- CMAG plans to meet during the SNOMED International business meeting.
- The duration of the CMAG meeting is expected to be approximately 2 hours.
- Agenda to be agreed

2020 Activities

<table>
<thead>
<tr>
<th>Activity</th>
<th>Scope</th>
<th>Deliverables</th>
<th>Timeframe (suggested)</th>
<th>Lead</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Provision of national perspectives on current SNOMED CT content projects and topics</td>
<td>Relevant current SNOMED CT content projects and topics as identified by the SNOMED International.</td>
<td>Items will be raised as relevant over the course of the year. For each item raised the deliverable will be input and/or feedback as required within mutually agreed timeframes.</td>
<td>Provision of input on the topic/s within set timeframes as agreed by the CMAG and relevant SNOMED International staff member/s.</td>
<td>CMAG co-chairs together with relevant SNOMED International staff member for item being discussed.</td>
</tr>
<tr>
<td>2</td>
<td>Provision of national input on the user impact of the SNOMED CT Editorial Advisory Group work items</td>
<td>The editorial decisions made by the SNOMED CT Editorial Advisory Group as identified by the Chair of the SNOMED CT Editorial Advisory Group.</td>
<td>Items will be raised as relevant over the course of the year. For each item raised the deliverable will be input and/or feedback as required within mutually agreed timeframes.</td>
<td>Provision of input on the topic/s within set timeframes as agreed by the CMAG and the Chair of the SNOMED CT Editorial Advisory Group.</td>
<td>CMAG co-chairs</td>
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</tbody>
</table>

Communication

- The Content Managers AG will enable two-way communication between the SNOMED International Content Team and its Members on areas relevant to SNOMED CT content development.
- The primary routes for communications will be the Content Managers AG Confluence Space and AG Meetings.
- Communications to the Content Managers AG will by default, be publicly accessible on the AG Confluence Space.
- Information that is not for public view may also be shared on pages that are accessible to Content Managers AG members only. Requests for closed areas must be sent to cri@snomed.org prior to posting materials.

Criteria for measuring success
The key criteria for success of the Content Managers AG in 2020 will be related to the timely provision of advice and feedback to support the SNOMED International Content Development Roadmap and the 2020 Content Work Plan. The measures of success will relate to the achievement of the deliverables as set out in the 2020 activities section above.

Links:

Actions: