



**Canada Health Infoway**

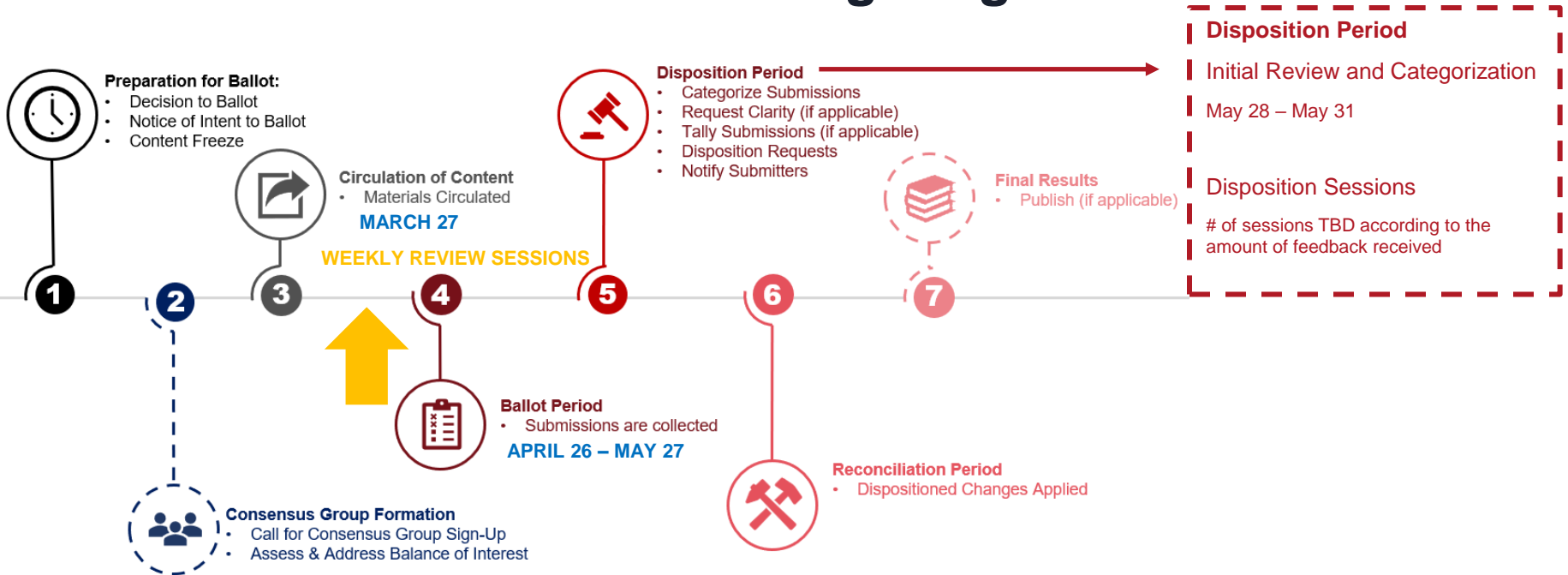
# **CA:eReC Working Group**

Online meeting  
April 17, 2024

# Topics

Topic	Time (ET)
Review Sessions – Purpose and Expectations	10 mins
Demo of Markup.io	20 mins
Q&A	30 mins

# CA:eReC v1.0.0 DFT Balloting Stages



- On November 28, 2023 we hosted an introduction to balloting. The recording is available [here](#)

# Weekly Review Sessions

- Topics driven by Community from reviewing the draft
- Infoway team available to clarify and answer questions and generate discussion within the group
- Discussion items can be made into a ballot submission through the formal process
- **Aim to achieve consensus during disposition**

# Using Markup.io for Review and Commenting

## *Accessing Specification on Markup.io*

- Participants have a [link](#) to access the specification on Markup.io where they can review and comment.
- Add your name and email by clicking the logo on the top left so your comments are not anonymous and other reviewers can @mention you in replies.
- Ensure your markup.io profile is set up to receive notifications via email when someone comments on threads you are involved in or when new comments are added.

## *Adding Comments to Markup.io*

- Use the tools provided by Markup.io to add comments directly within the document. This includes tagging specific parts of the document and writing comments or recommendations.
- When adding initial comments, you can tag any part of the document and provide specific feedback or suggestions.
- For ongoing discussions, participants should use the thread feature to keep all related comments and replies together in the conversation. This is useful for complex issues that require back-and-forth discussion.
- Regularly check the platform to see new comments and discussions, especially if notifications are missed.
- At the end of a discussion, **clearly state a final recommendation**. This helps in documenting the consensus or decision reached.
- Employ agreed-upon conventions like adding stars (\*\*\*) to the beginning of priority comments that require group attention and ending threads with a clear "**recommendation:**" note.
- When commenting on the view within a FHIR artifact, choose the hybrid (preferred) or snapshot view (not diff view) to add your comment because these views include all the information available. A screenshot will be saved with the comment (takes some time to process) so reviewers can be assured that the context of the comment will be available. Try to maintain consistency in the views used for commenting to avoid confusion about the context of comments.

# Using Markup.io for Review and Commenting

## *Consolidating comments for ballot submission*

- The person/organization who initiates a thread is generally responsible for summarizing and concluding it based on the discussion.
- Ensure that the final decisions and recommendations are properly documented and integrated into the balloting feedback spreadsheet and supporting documentation. See the next page for instructions on **how to formally submit feedback for the specification.**
- Be open to feedback on the commenting process and ready to make adjustments to the conventions and practices as needed.

# How to Provide Formal Ballot Feedback

- Document ballot comments in provided [ballot submission spreadsheet](#) and email [standards@infoway-inforoute.ca](mailto:standards@infoway-inforoute.ca) by **May 27**
- Submissions will be categorized, grouped into blocks
- Working Group meets to review and disposition blocks
- JIRA will be used to track changes that are persuasive and/or considered for future use
- Changes will be applied during reconciliation period to produce **v1.0.0-draft**
- On November 28, 2023 we hosted an introduction to balloting. The recording is available [here](#)



**Canada Health Infoway**

# Thank you!

## Contact Information

**VISIT OUR WEBSITE**  
[infoway-inforoute.ca](http://infoway-inforoute.ca)

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[insights.infoway-inforoute.ca/](http://insights.infoway-inforoute.ca/)

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