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| **ACP Testing Workgroup Meeting** | Agenda: |  | Minutes: | X |
| Facilitator: | Healtheway | Date:  | 07/25/2014 |
| Note taker: | Carlos Fourquet  | Time:  | 12-1:00PM (EST) |
| Attendees |
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| Ahmed | , Shuvo |

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| Hill | , David |

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| Bartlett | , Janis |

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| Lamy | , Joe |

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| Borden | , David |

 | X |

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| Lomangino | , Mike |

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| Davis | , Didi |

 | X |

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| Moehrke | , John |

 | X |
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| Donnelly | , John |

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| Pack | , Henry |

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| Fourquet | , Carlos |

 | X | Prahl, Martin | X |
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| Heflin | , Eric |

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| Ruf,  | Lee,-Ann |

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| Hernando | , Gonzalo |

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| --- | --- |
| Schramm | , David |

 | X |
|  |  | Jennifer Rosas  | X |

**Agenda**

* Review  July 18th, 2014 Workgroup meeting.
* Review next steps and timeline approval of ACP SSA Profile Test Case Document.
* General Q&A from Group and discussion of Policy and Technical Task Group involvement
	+ Review Submitted Comments with ACP WorkGroup
		- [Test Case Documentation-with Comments](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_18%2BACP%2BSSA%2BProfile%2BTest%2BCases%2Bw-Comments.docx)
		- [Review Data Load](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_10%2BeHealth_Exchange_Testing_Data_Load_Set-DS_PRL-2%2B-%2BDraft.xlsx)
* Action Items/Timeline reviewed
	+ 7/29/2014 - Healtheway Staff and Co-chairs will incorporate edits/comments into ***ACP SSA Profile TC comment form*** and post it to [ACP Workgroup](http://ehealthexchange-acpworkgroup.wikispaces.com/). Wiki site
	+ 7/25/2014 - Healtheway Staff and Co-chairs will incorporate edits/comments into final document for review and distribution. This document will be redistributed to all along with a summary of all comments received to workgroup by **noon on July 30, 2014**. Please send comments on the documents linked above to testing@healthewayinc.org
	+ 7/25/2014 - Workgroup should have reviewed comments to verify they were properly addressed and come prepared to vote approval of test case artifacts on **August 1st, 2014**. If not able to participate on August 1st meeting. Please submit your vote (**Yes/No/Abstain)** to testing@healthewayinc.org
	+ Test Tool Development Begins - 8/4/2014
	+ Actual Pilot - 8/2014-9/2014
* Meeting Recordings:
	+ [2014\_07\_25 APC WG External Meeting VideoAudio Recording](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_25%2BAPC%2BWG%2BExternal%2BMeeting%2BVideoAudio%2BRecording.mp3)
	+ [2014\_07\_25 APC WG External Meeting VideoVideo Recording](http://ehealthexchange-acpworkgroup.wikispaces.com/file/detail/2014_07_25%2BAPC%2BWG%2BExternal%2BMeeting%2BVideoAudio%2BRecording.mp3)

**Action Items:**

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| ID | Description | Owner | Date Opened | Date Due | Comments |
| 1 | Review Artifacts Distributed 7/18/2014 with comments by participants | ACP Workgroup Members | 7/18/2014 | 7/25/2014 |  |
| 2 | Posting of Comment Forms and Resolutions | ACP Chairs and Healtheway Staff | 7/18/2014 | 7/30/2014 |  |
| 3 | Incorporate edits to Artifacts | ACP Chairs and Healtheway Staff | 7/18/2014 | 7/24/2014 |  |
| 4 | Review Final Draft of Artifacts  | ACP Workgroup Members | 7/11/2014 | 8/1/2014 |  |
| 5 | Approval of SSA Phase One Testing Artifact | ACP Workgroup Members | 7/18/2014 | 8/1/2014 |  |