

The PCOR CDS-LN Advisory Council

Purpose

The PCOR CDS- LN was created under a cooperative agreement with AHRQ to pursue the following objectives:

1. Establish the PCOR Clinical Decision Support Learning Network (PCOR CDS-LN) to convene, charter, implement, and initiate operations of a broad and highly inclusive CDS learning network, to coordinate and accelerate efforts to leverage CDS to ensure that PCOR findings are widely and effectively applied to improve care outcomes.
2. Identify barriers and facilitators and formulate recommendations for incorporating PCOR findings into clinical decisions and actions using CDS.
3. Monitor, evaluate, and adapt the PCOR CDS-LN to optimally achieve its goals.
4. Develop a sustainability plan for ongoing operations of the CDS-LN.

The PCOR CDS-LN Advisory Council is an advisory forum, representing all stakeholders with interests relevant to the objectives above. The council will meet bimonthly (6 times per year) for 90 minutes to collaboratively discuss and advise on topics relevant to the PCOR CDS-LN and PCOR CDS-LN leadership. Council members will be asked to provide feedback on reports and relevant content, such as workgroup products, issue briefs, website content, issues raised by the steering committee and deliverables as outlined by AHRQ.

Membership

The Council shall consist of at least 30 members, drawn from the following stakeholder groups:

- CDS Developers and Vendors
- CDS Experts
- Clinicians and Care Delivery Organizations
- Community-based Organizations
- EHR Vendors
- Government Agencies
- Other Health IT Vendors
- Patients and Families
- Payers
- PCOR Experts
- Quality Improvement Organizations and Networks
- Researchers - Clinical
- Researchers - Informatics
- Researchers - PCOR
- Researchers - Other
- Societies - Clinical

- Societies - Informatics
- Societies - Other
- Standards Development Organizations

Members will serve a minimum term of 1 year, but may request, or be asked by the PCOR CDS-LN Steering Committee, to serve for additional terms.

Oversight

Prior to the first meeting of the Council, a chairperson will be solicited. Upon convening, the Council Chairperson will be identified, and will lead all subsequent Council meetings. Chairs will serve a term of 1 year. Subsequent Chairs will be selected by a simple vote from a roster of council members wishing to serve as chair. Sitting chairs may nominate themselves for additional terms.

Authority

The Council's role will be primarily consultative, serving as a discussion forum for topics relevant to the general membership of the PCOR CDS-LN. However, the PCOR CDS-LN steering committee may on occasion, and at its discretion, request that the Council conduct a binding vote on certain questions, in which case the Council's position will be final position. All other votes and motions conducted by the Council will be considered advisory.

Meetings

Prior to each meeting of the Council an agenda and supporting materials will be arrived at in consultation between the Council chair, PI, and PCOR CDS-LN Steering committee. The chair may appoint an alternate to lead the meeting in his/her place in the event that they will not be available at the time of the meeting. The chair will also approve attendance for non-members when such attendance (either as a speaker or discussant) is necessary. When a vote is required, the chair will request the vote. A quorum of 50% must be present to conduct a vote. Decisions will be by simple majority of the members present, and the Chair will serve as a tie-breaker should that be necessary. One annual in-person meeting per year shall be held in Washington DC, with Council members invited, but not required to attend in person. Minutes of all meeting will be kept and made available on the PCOR CDS-LN web site.