Dear John,

It was a pleasure to meet you again in Washington, DC and subsequently in Rome on our W.H.O. Mission.

This letter is formally sent to you to confirm the go-ahead for your Working Conference on "Health Care Professional Workstations".

Please send us an update of your plans, including a list of the proposed Members of the Organizing and Program Committees, and further details on the topics, funding and eventually speakers, as soon as possible.

I would also appreciate to receive a more firm date and place for the Conference for publication in the IMIA Calendar.

John, I wish you success with the organization of this Conference and look forwards seeing you again at this or the other side of the Atlantic Ocean.

I hereby want to thank you once more for all your efforts in the IMIA Strategic Planning Exercise, and wish you, although quite early, all the best for 1992.

Sincerely Yours,

J. L. Willems
President, IMIA

cc : Marion Ball, President-Elect IMIA
    Bjarte Solheim, Secretary IMIA
APPLICATION TO THE BOARD
OF THE
INTERNATIONAL MEDICAL INFORMATICS ASSOCIATION
TO SUPPORT A
WORKING CONFERENCE ON
HEALTHCARE PROFESSIONAL WORKSTATIONS

Submitted by:
Marion J. Ball
Vice President
Information Services Management
University of Maryland at Baltimore

John S. Silva, M.D.
Assistant Professor of Surgery
Uniformed Services University
of Health Sciences

April 29, 1992
1. Proposed Title: HEALTHCARE PROFESSIONAL WORKSTATIONS
2. Dates: May 16 - 20, 1993 or May 23 - 27, 1993
3. Place: Washington, D.C.
4. Country: United States
5. Sponsoring Organizations:
   University of Maryland at Baltimore and
   Uniformed Services University of Health Services
6. Names of Responsible Individuals:
   John S. Silva, M.D.
   Assistant Professor of Surgery
   Uniformed Services University of Health Services
   Marion J. Ball, Ed. D.
   Vice President, Information Services
   University of Maryland at Baltimore
7. Name of Responsible IMIA member: Marion J. Ball, Ed.D.,
8. Schedule for Conference Planning:
   (See Attachment 1)
9. Brief description of conference scientific content:

   The strategic plan for this working conference is to bring together experts in Medical Informatics and Information Sciences from many countries. Conference attendees will be limited to 80 - 100 individuals, and will be by invitation only. Their tasks will be to prepare a vision statement for the health care professional workstation, to describe the functional specifications that meet the vision, and to define a pragmatic approach to realize the vision.

   This conference will provide a forum for the demonstration of new and emerging technologies. It is anticipated that three plenary lectures will be delivered, describing a vision of the future for human computer interfaces, workstation technologies and communications. Four working groups are proposed that will meet in joint sessions.
The four working groups will include:

A User and Uses group who will define the users of a professional workstation and the functions that should be supported; and define the requirements for interoperability and connectivity between the workstation and external systems;

The User Interface Management System group who will describe the current and future models of the computer human interface; and address new technologies to collect and display information;

The Applications group who will describe the software programs that will reside within the workstation;

The Strategy and Implementation group who will evaluate the workstation from the perspective of a business plan.

Each working group will be tasked to develop hardware and software requirements which relate to specific functions.

10. Social Factors:

The Organizing Committee will take full advantage of the Washington, D.C. environment - e.g. National Library of Medicine, National Art Gallery and cultural events - to provide a rich social experience for the conference attendees.

11. Associated Sponsoring Organization:

Digital Equipment Corporation
Healthcare Business Unit
4 Results Way
Marlboro, MA 01752

12. Other Sponsors: None

13. Proposed Names of Organizing Committee:

Chairs: Thomas Piemme and Lorraine Morse
John Foy
John Zimmerman
Beverly Blessing
Lawrence Kingsland
John Silva
18. **Budget:**

Per the attached letter from Willow Shire (see Attachment 2), V.P. Healthcare Business Unit, Digital Equipment has agreed to finance this working conference according to the Guidelines for Scientific Meetings (3.4) for an amount not to exceed $125,000. In accordance to the guidelines, expenses will be covered as outlined, including the expenses of committee members attending committee meetings prior to the conference.

19. **Any request for loan from IMIA:** No request for loan is planned.

20. **Guarantee that IMIA won’t be liable for loss:**

The organizing committee will achieve a balanced budget, incurring no expense beyond what will be covered by the proposed budget.

21. **Proposed Formula for profit sharing:**

Royalties from the publication of the proceedings are due to IMIA.

22. **Statement undertaking provision of progress reports to IMIA.**

The organizing committee will provide on-going, formal progress reports to IMIA.

23. **Statement of Intent:**

Based on the experience, Digital will submit at the conclusion of the working conference a reference document that IMIA can use as a tool for planning future working conferences.
WORKSTATION CONFERENCE

Editorial Committee
Chair-John Silva
Patrice Degoulet
Shigekoto Kihara
Judith Douglas

Organizing Committee
Chair-John Silva
John Foy
John Zimmerman
Beverly Blessing
Lawrence Kingsland
Willow Shire (Digital Equipment Corp.)
Thomas Plemme

Program Committee
Chair-John Silva
Co-Chair-Jan van Bemmelen
Ramesh Patil
Paul Tang
Ab Bakker
Paul Clayton
Robert Greens
Jeremy Nobel
Barbara Heller
Robert Esterhay
Jos Willems
Jean-Raoul Scherrer
Beatrice de Faria Lemos

Honorary Committee Members
Admiral James Zipple
Errol Reese
Donald Lindberg
April 23, 1992

Dr. Marion J. Ball

Department of Information Services
610 West Lombard Street
Baltimore, MD 21201-1513

Dear Marion,

It is truly my pleasure to confirm Digital Equipment's intent to sponsor the IMIA Working Conference on the Healthcare Professional Workstation planned for May 1993. Bringing vital information in all of its forms to a Healthcare provider's desk is critical to improving the quality of care, and we are proud to be the sponsoring organization.

In the role of sponsoring organization, I understand that our primary responsibilities include organizational support and financial obligations as outlined in the IMIA Working Group Conference guidelines. I have enlisted three members of my staff to work closely with you and John Silva. Their enthusiasm in being active members of the organizing committee is already evident in their discussions with John. Working with the Organizing Committee, Lorraine Morse, Lori Clark, and Paul McEachern are committed to making this an outstanding conference.

To meet the financial commitment, Digital will donate $125,000 to the University of Maryland Foundation to cover expenses as outlined in the IMIA Working Group Conference guidelines. I understand that these expenses will include speakers' expenses, organizational and publishing costs not covered by attendees fees.

Marion, I am personally committed to ensuring that the Healthcare Professional Working Conference is the best IMIA Working Conference ever held. I am excited about the opportunity of having Digital sponsor this conference. Please don’t hesitate to call me if you or any member of IMIA has any questions.

Sincerely,

Willow Shire

Vice President, Healthcare Business Unit
March 31, 1992

Prof. Jos. L. Willems
President, IMIA
Afdeling Medische Informatica
Univ. Hospital
St. Rafaal-Gasthuisberg
49, Herestraat
3000 Leuven, Belgium

Dear Jos:

We are pleased to tell you that the Uniformed Services University of the Health Sciences and the University of Maryland at Baltimore have found funding for the Workstation Conference which we plan to hold in Washington, DC in May, 1993. The Working Group Conference will be co-sponsored by the above two organizations, and both Presidents, Admiral James Zimble and Dr. Errol Reese, will be honorary chairmen of this initiative. The chairman of this conference will be Dr. John Silva, and I will be the co-chair.

Attached please find our recommendations for Organizing Committee, Program Committee and Editorial Committee. We will submit our complete proposal for the Working Conference for consideration at the Vancouver Board meeting. Thank you for allowing us this opportunity to work on such an exciting initiative.

Most sincerely,

Marion J. Ball, Ed.D.
Vice President
Information Services

John Silva, M.D.
Assistant Professor
COL, USAF

Attachment
Working Conference on
Healthcare Professional Workstations
Timetable of Activities

June, 1992  Meeting of the Organizing Committee for the purposes of site selection, schedule of conference activities, and social program.

July, 1992  Meeting of "core" group of Scientific Program Committee to draft program content; invite plenary speakers and session chairpersons.

Sept., 1992  Presentation of conference planning to IMIA Board.
Workshop on workstations presented during MEDINFO '92 to begin dialogue on working conference and potential participants.
Full Scientific Program Committee meeting prepare detailed session content and develop list of invited speakers and papers.

Oct., 1992  Invitations to demonstrate workstation capabilities.

Nov., 1992  Meeting of the Organizing Committee to finalize plans for the conference.

Jan., 1993  Invited papers due to be received by the Scientific Program Committee. Invitations mailed to prospective participants.

April, 1993  Scientific program and papers mailed to participants.

May, 1993  Conference held May/June (date tentative).

July, 1993  Final edit of working conference papers to publisher.

I. Topics for HealthCare Professional Workstation Working Conference

II. Monday
   A. Opening of the Conference
      1. President
      2. Welcoming from honorary chairs - Reese, Zimble, Lindberg
      3. Introduction to the program
      4. Administrative remarks
   B. Keynote Address 1
   C. Break
   D. First Session
      1. - A Reference Model for health professional workstations
      2. - Standards for the PWS
      3. - Is a Workstation Necessary for HC Professionals - JNobel
      4. Discussion in Groups
   E. Lunch
   F. Second Session
      1. Users and Uses of PWS's 5-6 papers dealing with physician, nurse, and other users
      2. Discussion in groups
   G. Evening social

III. Tuesday
   A. Introduction to day's events
   B. Keynote Address 2
   C. Session 3
      1. User Interface Management Systems
      2. Discussion in groups
   D. Lunch
E. Session 4
   1. Knowledge Representation, Coding and Connectivity
   2. Discussion in groups

F. Dinner

IV. Wednesday
A. Introduction to day's events
B. Keynote Address 3 (Dr Erik Mettala on Domain Specific Software Applications)
C. Session 5
   1. Systems architectures for workstations
      - SEE
      - DSSA
      - ABE
      - Simulation and Modeling
   2. Discussion in groups
D. Lunch
E. Demo Sessions
   1. Discussion in groups
F. Joint Social Event with Corporate Leader Forum

V. Thursday
A. Introduction to day's events
B. Keynote Address 4 (with CLF)
C. Session 6
   1. Business Case for Workstations
   2. Discussion in groups
D. Concluding Session
E. Closing of Conference

VI. Other topics to include
A. Privacy, Security and Confidentiality
VII. Use this WC as a vehicle for 'bridging' to other orgs!
- see Ab B. comments