

Partner Organization Report

Partner Organization:	AABB
Committee Name (if applicable):	Circular of Information CT Task Force
ISCT Representative(s):	J. Wade Atkins
Role of ISCT Representative:	<u>Task Force Team review member</u>
Last Committee Report Submitted on:	First report
Date of Upcoming Board of Directors Meeting for Submission:	June 20, 2018

1. How often has this committee met during the last 12 months?

The Task Force is made up of representatives from several organizations that have an interest in distributing and administering HCTP products. We have efficiently met 4 times via conference calls held in November 2017, and January, February and March 2018. The members self-identified sections of interest to them and worked on sections as sub-groups. The comments have been collated to one document.

2. What was accomplished during the meeting(s)? (To answer this question, you may attach conference call reports or meeting minutes.)

The Task Force members submitted their comments and suggested edits. The AABB lead contact hosted conference calls and all comments were reviewed and consensus edits were accepted. The final draft is being collated now and will be circulated to each represented organization's Board of Directors for review and acceptance.

3. What are the key goals and initiatives for the next 6 months to 1 year?

Within the next month we hope to circulate the final Task Force version for review and acceptance by all constituency Boards.

4. Are there any activities within this time period that ISCT should be aware of or take part in? Specifically, are there activities that any ISCT Committees can comment on?

The final draft will be made available to ISCT staff to route to the most appropriate reviewers in order to gain approval from the Board for publication.

5. Additional comments or feedback:

The Task Force subcommittee review process and consensus conference calls was a very efficient process to review and edit the existing document in a short six-month process.