

DRAFT Charter

Background and Purpose

There is a recognized need within the Federal Government to move current processes to the electronic environment. As more Federal agencies begin to employ new advances in technology in a broad range of public service and business functions, enabling informational exchanges with vast numbers of diverse trading partners, there are greater needs to ensure the integrity and security of the information exchanged. Public key technology has been identified as a key mechanism in effectively ensuring the protection of this information. The Federal Public Key Infrastructure (FPKI) Steering Committee was commissioned to facilitate a lead advisory role to guide Federal agencies, executive agents and the Federal Chief Information Officers Council on planning and implementation of Federal public key infrastructure solutions. In this capacity, the FPKI Steering Committee charters working groups under its direction to lend expertise or focus to specific issues. The role of the Health Care PKI Working Group is established under this Charter.

Mission and Responsibility

The Health Care PKI Working Group (HCWG) will function as an arm of the FPKI Steering Committee. The HCWG will operate at the discretion of, and will respond to, specific requests for action by the FPKI Steering Committee on matters pertaining to the establishment of a uniform approach to Federal interaction with the health care community, including, but not limited to: research on current health care applications in government, identifying security products used, architectures, interoperability, provide a forum for information exchanges and outreach, inter-agency coordination, and provide recommendations for pilots and implementations. The HCWG will interact and work in cooperation with the business, technical, and legal and policy working groups. Such exchanges will include information exchanges on crosscutting issues, requests for comments, and general research activities. Any HCWG activities that result in the need for major project action from the other working groups will be coordinated through the FPKI Steering Committee Chair, and presented to the FPKI Steering Committee for concurrence. Final recommendations of the HCWG will be determined by consensus.

Membership

Membership in the HCWG will be open to all Federal agencies whose mission requires interfacing with the medical community. Representatives from other Federal agencies including the Office of Management and Budget and the General Services Administration may also participate. Representatives from non-Federal agencies, such as State and local entities, hospitals, or physicians groups may be invited to meetings as determined necessary.

Role and Action Plan

All HCWG members will be expected to attend monthly meetings and actively participate in discussions and actions required. The HCWG will develop a general work plan, which may be revised as necessary. The work plan will serve as a functional

operating instrument that will direct the activities of the HCWG and outline the expected results to be achieved under the auspices of this Charter.