



SNOMED CT Usage Report Submission

National Resource Centre for EHR Standards (NRCeS)
C-DAC, Pune

- Introduction to SNOMED CT Licensing
- Member Licensing & Distribution Service (MLDS) Platform
- SNOMED CT Usage Report
- Steps for Usage Report Submission
- Application and Account Status Meanings
- Download and access SNOMED CT Releases
- Points to remember

- What is SNOMED CT License?
 - Usage of SNOMED CT requires license. Anyone who uses SNOMED CT needs to be licensed and their use of the terminology is subject to the license conditions
- The three types of license that governs the use of SNOMED CT are
 - Affiliate licenses
 - Sub-licenses
 - National licenses

- Affiliate - an affiliate of the Licensor in accordance with the Licensor's Articles of Association
- Contractual agreement between SNOMED International and the Affiliate
- The Affiliate license grants rights to use SNOMED CT worldwide and is required by all those developing, maintaining and/or distributing any type of system, application or service that incorporates or uses SNOMED CT.

- The SNOMED CT Affiliate License permits:
 - Access to an online site to download the International Release files
 - To use the International Release in its systems
 - To create of SNOMED CT extensions and derivatives that enable the licensee to customize aspects of the terminology within those systems
- To sublicense SNOMED CT
- To redistribute SNOMED CT as part of products and services delivered to another SNOMED CT affiliate

Affiliate License - Limitation



- An Affiliate is not permitted to translate SNOMED CT
- The Affiliate license also specifies some obligations related to use of SNOMED CT
 - It includes specific conditions that apply to use in Member countries
 - To use in Non-Member countries where there are requirements to notify SNOMED International prior to starting to use SNOMED CT, as well as reporting and paying fees for use

- The end users who use the SNOMED CT enabled software (or service) developed by Affiliate licensees need a sublicense to use SNOMED CT content
- The end user is called as the Sub-licensee
- Limitations for Sub-Licensee:
 - Only permitted to access SNOMED CT using the software (or service) for the purpose of exploring and evaluating
 - Not permitted to add or copy SNOMED CT identifiers
 - Not permitted to translate/distribute/sublicense or modify SNOMED CT Content or Derivatives

- Member Licensing & Distribution Service (MLDS)
 - This service is provided by SNOMED International for organizations and individuals to request use and access to the International Release of SNOMED CT for use in non-Member countries
 - NRCeS India has agreed upon to use the same tool for licensing so the users from India are also redirected to MLDS
 - To access MLDS platform, refer to <https://mlds.ihtsdotools.org/> OR <https://mlds.ihtsdotools.org/#/landing/IN?lang=en>

- All the affiliates need to submit a SNOMED CT Usage report which covers current and planned usage, purpose, and implementation status, countries in use, and a complete list of sublicensed institutions details through Member Licensing & Distribution Service (MLDS)
- According to the SNOMED CT Affiliate License Agreement - Clause No. 8.8, the affiliates need to submit a usage report ***each year***

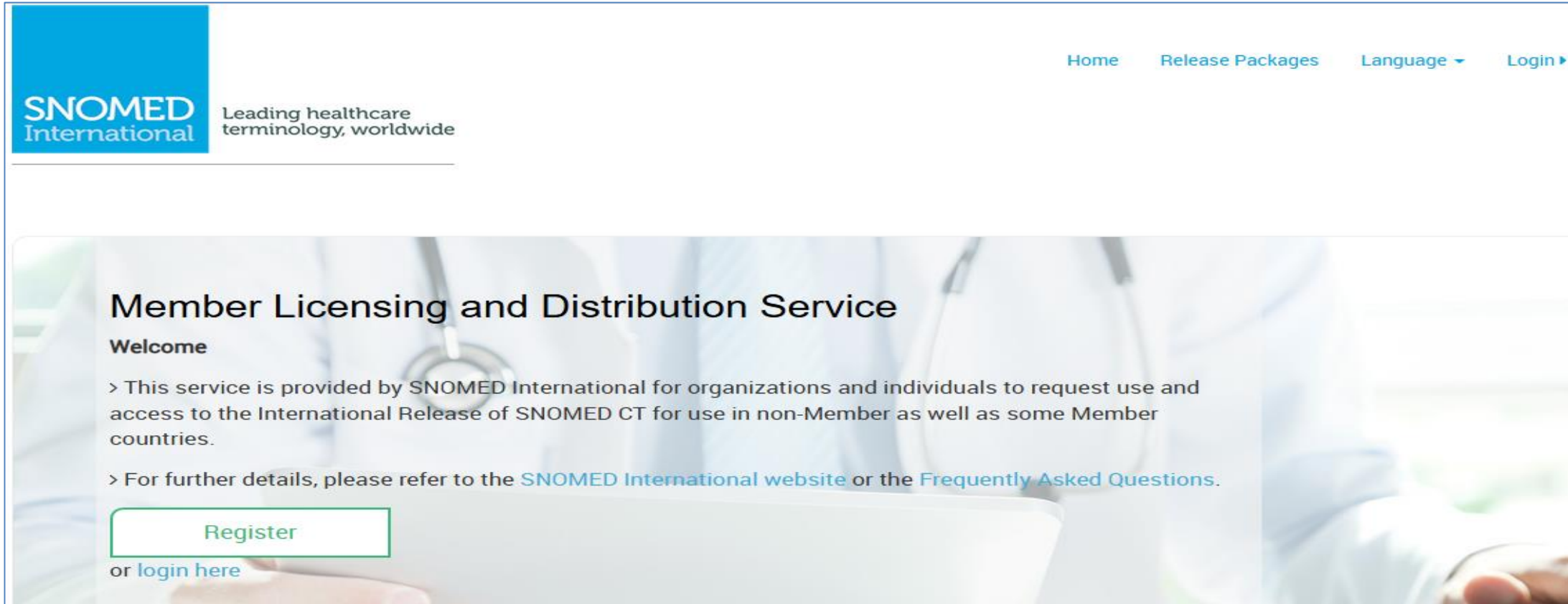
Steps for Usage Report Submission



1. Goto the MLDS Platform <https://mlds.ihtsdotools.org/#/landing/IN?lang=en>
2. Log in to the (MLDS) account using your credentials and click on the usage report as seen on the dashboard.
3. Click on the usage reports or New Report
4. Fill or update the Usage report
 - a. Click on the tab “Retract Declaration”
 - b. Edit and re-submit the new declaration report

For more information –

<https://confluence.ihtsdotools.org/display/MLDSDOC/Usage+Reports>



The screenshot shows the SNOMED International website. The header includes the SNOMED International logo with the tagline "Leading healthcare terminology, worldwide" and navigation links for Home, Release Packages, Language (with a dropdown arrow), and Login (with a right arrow). The main content area features a background image of medical professionals and a section titled "Member Licensing and Distribution Service". Below this title is a "Welcome" message followed by two bullet points: one explaining the service is provided by SNOMED International for organizations and individuals to request use and access to the International Release of SNOMED CT, and another directing users to the SNOMED International website or Frequently Asked Questions for further details. At the bottom of this section is a green "Register" button and a link to "or login here".

SNOMED International
Leading healthcare terminology, worldwide

Home Release Packages Language ▾ Login ►

Member Licensing and Distribution Service

Welcome

- > This service is provided by SNOMED International for organizations and individuals to request use and access to the International Release of SNOMED CT for use in non-Member as well as some Member countries.
- > For further details, please refer to the [SNOMED International website](#) or the [Frequently Asked Questions](#).

[Register](#)
or [login here](#)

<https://mlds.ihtsdotools.org/#/landing/IN?lang=en>

SNOMED
International

Leading healthcare
terminology, worldwide

[Home](#)

[Release Packages](#)

[Language ▾](#)

[Login ▶](#)

Login

E-mail or Username

Password

☐ Remember Me


Login

You don't have an account yet? [Register a new account](#)

[Forgot your password?](#)

MLDS – New Usage Report





Leading healthcare terminology, worldwide

IHTSDO

Dashboard

Usage Reports

Release Packages

Edla Larson

Welcome Edla Larson

Usage Reports

View All >

+ New Report

Report Date	Hospitals	Practices
2015-01 – 2015-12	1	2

Applications

Type	Date	Status	View
Extension (Sweden)	2015-01-05	Submitted	View
Primary	2015-01-05	Approved	View

Account Information

Affiliate No: 1796

Type: Academic

Subtype: Educational

Agreement Type: Affiliate - Normal

Account Standing: In Good Standing

Welcome Edla Larson

Usage Reports

View All >

+ New Report

Report Date	Hospitals	Practices
2015-01 – 2015-12	1	2

Applications

Type	Date	Status	View
Extension (Denmark)		Not Submitted	Edit
Primary	2015-01-05	Approved	Edit
Extension (Sweden)	2015-01-07	Approved	Edit

Account Information

Affiliate No: 1796

Type: Academic

Subtype: Educational

Agreement Type: Affiliate - Normal

Account Standing: In Good Standing

MLDS – New Usage Report



Usage Reports

[+ New Report](#)

Report Date	Usage Type	Status	Countries	Hospitals	Practices
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Create Usage Declaration

Please complete your usage declaration for all time periods. Please include reports for past and current use.

Declaration Period 2024-01 - 2024-12 ▾

2024-01 - 2024-12

2023-01 - 2023-12

2022-01 - 2022-12

2021-01 - 2021-12

Cancel

+ Add

MLDS – Retract Usage Report



If for some reason an affiliate wants to correct a usage report that has been submitted, then first retract the usage report.

Click on the usage report which needs to change and then click the Retract Declaration Button. Then, amend the changes and submit

Any previously submitted Usage reports for the same time-period will be superseded

The screenshot shows the IHTSDO Usage Log interface. At the top, the IHTSDO logo and tagline 'Leading healthcare terminology, worldwide' are visible. Below the logo is a '< Back' link. The main heading is 'Usage Log', followed by the instruction 'Please complete your usage declaration for the time period selected.' A red arrow points from the 'Usage Log' heading to a red 'Retract Declaration' button located next to the 'Submitted Commercial Usage Report' section. This section shows 'Commercial Usage for: 2015-01 – 2015-12 was submitted: 2015-01-08'. Below this is the 'License Usage' section for the period '2015-01 – 2015-12'. It includes fields for 'License Type: Individual', 'Current Usage: Masters Research', and 'Planned Usage: Research Diseases of the Spine'. At the bottom, there are fields for 'Purpose: Research' and 'Implementation Status: In Planning Stage'.

IHTSDO Leading healthcare terminology, worldwide

IHTSDO

< Back

Usage Log

Please complete your usage declaration for the time period selected.

Submitted Commercial Usage Report

Commercial Usage for: 2015-01 – 2015-12 was submitted: 2015-01-08

[Retract Declaration](#)

License Usage

2015-01 – 2015-12

License Type: Individual

Current Usage:

Masters Research

Planned Usage:

Research Diseases of the Spine

Purpose:

Research

Implementation Status:

In Planning Stage

MLDS – Update and submit the Usage report



Click on Retract and re-submit the new declaration report

Retract Usage Declaration

Are you sure you want to re-tract this report? You will return to the same usage report to edit and re-submit. For a new time period you must submit a new declaration report.

Declaration for Period 2024-01 – 2024-12

CancelRetract Declaration

Usage Log

Please complete your usage declaration for the time period selected.

License Usage 2024-01 – 2024-12

License Type Academic

Current Usage

Planned Usage:

Purpose:

Implementation Status:

Live/Implemented

- **Current Usage** – Provide details about how SNOMED CT is currently being utilized. Include information about projects and software systems, as well as the organizations / departments / divisions / groups that are utilizing them.
- **Planned Use** – Provide information regarding how SNOMED CT will be utilized in the future. This should include details on upcoming projects and software systems, as well as the organizations / departments / divisions / groups that will be involved.
- **Purpose of Use** – Provide the purposes for which SNOMED CT concepts are used, along with the tools utilized for SNOMED CT coding.
- **Implementation Status** – Planning / Development/ Implemented

Countries in use



- Choose the specific country or countries where the software will be used.
- By default, India is selected as a member country.
- License requests for countries other than India will not be processed by NRCeS India.
- It is recommended to reach out to SNOMED International or the relevant National Release Center (NRC) for SNOMED CT in the specific country to apply for an affiliate license for one or more member or non-member countries.
- Affiliates can apply for an affiliate license for one or more member countries through the MLDS Platform if other member countries accept applications via MLDS.

Countries in Use

Select the non-member countries in which SNOMED CT will be used.

List of Countries:

Home Country: India

Search Countries



Afghanistan

Aland

Albania

Algeria

+ Add Country

Sublicensed Institutions



- As per the clause no 8.8 of the Affiliate License Agreement, **A register of all sublicensees** shall be maintained
- **Sub-license to organizations** such as hospitals or health insurance companies, list each organization by name and the expected duration of use. Each organization or type must have a separate entry
- **Sub-license to individual user** or software used by departments like medical practices and pharmacies, specify the number of these departments or practices

Sublicensed Institutions

India Remove Country

Hospital(s)/Institution(s) Add Hospital/Institution

Name	Started to Use	Ceased Use	Note
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Practice(s) Edit Practices

Practices: 0

Data Analysis Edit Data Analysis

Hospitals providing staff to practices: 0

Data Creation Systems: Independent Practices: 0 Hospitals/Institutions: 0

Data Analysis Systems: Systems: 0 Data: 0

Other Activities

Affiliates are required to notify SNOMED International prior to engaging in any activities that do not fall within the existing categories at which time the SNOMED International will determine the appropriate Fee Structure for the activity in question.

Please describe activity below.

Submit Declaration for 2024-01 - 2024-12

Hospital/Institution



Hospital(s)/Institution(s)				+ Add Hospital/Institution
Name	Started to Use	Ceased Use	Note	

Add Hospital/Institution

India

Hospital/Institution Name

Enter Hospital/Institution Name

Started to Use

Ceased Use

Note

Cancel

+ Add

Hospitals /Practices/ Deployments



Practice(s)

Edit Practices

Practices: 0

Practices are –

- (a) departments of a Hospital that is located on the premises of that Hospital; and funded solely by the Hospital(subject to affiliate license paragraph 2.2 of Appendix B); or
- (b) any health care body or organisation that provides principally primary care, including without limitation a pharmacy, an optician's facility, a physiotherapy centre, a general medical practice or a family medical practice

Edit Practices

India

Please add the number of practices using SNOMED

0

Note

Cancel

Update

Data Analysis



- **Data Creation System** – a system for the entry, processing and storage of data.
- **Data Analysis System** – a system for the collection, organization, analysis, interpretation and presentation of data
- **Data Processing System** – is a computer system that is used to analyze or create records or other data that is encoded using SNOM ED CT

Edit Data Analysis

India

Hospitals/Institutions: 0 Practices: 0

How many Hospitals provide staff to stated Practices?

How many Practices are using Data Creation Systems and are NOT part of a Hospital organization?

How many Hospitals or other Institutions are using data creation systems and cannot be defined as Practices under the definition of the license?

How many Data Analysis Systems have you deployed in this region and how many databases are there per deployment?

Systems: Data:

[Cancel](#) [Update](#)

Other Activities

Affiliates are required to notify SNOMED International prior to engaging in any activities that do not fall within the existing categories at which time the SNOMED International will determine the appropriate Fee Structure for the activity in question.

Please describe activity below.

Submit Declaration for 2024-01 – 2024-12

MLDS – Submit Declaration



Submit Usage Declaration

Please check and ensure your usage declaration show below is correct before submitting.

Submit Usage Declaration 2024-01 – 2024-12 :

Usage:

License Type: Academic

Current Usage:

Planned Usage:

Purpose:

Implementation Status: Live/Implemented

Country: India

Practices: 0

[Edit](#)

[Submit Declaration](#)

Application and Account Status Meanings



Application Status

- **Approved** - Application is approved
- **Declined** - Application is declined
- **Change Requested** - An Action has been sent to the Affiliate to comply and is under further review before approval is granted

A screenshot of the IHTSDO user interface. The top navigation bar includes links for Dashboard, Usage Reports, Release Packages, Language, and a user profile for Edla Larson. The main content area is divided into three sections: Usage Reports, Applications, and Account Information. The Applications table shows three entries: 'Extension (Denmark)' with status 'Not Submitted', 'Primary' with status 'Approved', and 'Extension (Sweden)' with status 'Approved'. A red arrow points from the 'Not Submitted' status to the 'Account Information' section, which displays 'Account Standing: In Good Standing' in a green box. The Account Information section also shows details like Affiliate No: 1796, Type: Academic, Subtype: Educational, and Agreement Type: Affiliate - Normal.

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IHTSDO

Welcome Edla Larson

Usage Reports View All > + New Report

Report Date	Hospitals	Practices
2015-01 - 2015-12	1	2

Applications

Type	Date	Status	View
Extension (Denmark)		Not Submitted	[Edit]
Primary	2015-01-05	Approved	[Edit]
Extension (Sweden)	2015-01-07	Approved	[Edit]

Account Information

Affiliate No: 1796

Type: Academic

Subtype: Educational

Agreement Type: Affiliate - Normal

Account Standing: In Good Standing

Account Status

- **In Good Standing** - Affiliate is approved they have paid or they have been Re-activated, they have complete access
- **Pending Invoice** - Affiliate has access to the account but can not download, once payment is received, Admin places account In Good Standing
- **De-Activation Pending** - Flags an Affiliate account but they can not download releases, they have a certain time to respond to an IHTSDO action. They have access to their account
- **De-Activated** - Affiliate Account is De-Activated for failure of payment or other infraction; they have no Access to download and have no access to their MLDS account. The reason for De-activation is noted to Affiliate

MLDS – Download and Access SNOMED CT Releases



1. Using your credentials , Log in to the MLDS platform at <https://mlds.ihtsdotools.org/#/landing/IN?lang=en>
2. Go to Release package tab <https://mlds.ihtsdotools.org/#/viewReleases/viewRelease/167>
3. Click on the international Edition RF2 file and download the SNOMED International Edition

The screenshot shows the MLDS platform dashboard for user Edla Larson. The top navigation bar includes 'Dashboard', 'Usage Reports', 'Release Packages' (highlighted with a red arrow), and a user profile dropdown for 'Edla Larson'. The main content area is divided into three sections: 'Usage Reports', 'Applications', and 'Account Information'.

Usage Reports

Report Date	Hospitals	Practices
2015-01 – 2015-12	1	2

Applications

Type	Date	Status	View
Primary	2015-01-05	Approved	View

Account Information

- Affiliate No: 1796
- Type: Academic
- Subtype: Educational
- Agreement Type: Affiliate - Normal

Account Standing: In Good Standing

- Since India is already a member country, the Affiliate License issued by National Release Centre (NRC) India is applicable for SNOMED CT usage **free of cost in the jurisdiction of India.**
- Declare and select the appropriate condition under which the product will be used
 - For example, if you are involved in development, make sure you select the option Commercial – Developer, Vendor or Terminology provider in the “Usage Type” and as well as make appropriate selection in “Subtype”
- Type of Agreement will be Affiliate – Normal
- According to the SNOMED CT Affiliate License Agreement, the affiliates need to submit a usage report ***each year***

➤ Always

- State & declare usage information. You will be asked to confirm the usage once your application is approved
- License is required for both the system development, i.e. by the software vendor, and each deployment, i.e. by the Health Service Provider
- Sublicense is issued to the Hospital based on number and type of systems that have been deployed
- The SNOMED International Browser allows viewing of SNOMED CT but does not enable downloading and use of SNOMED CT in systems or software applications

Points To Remember



- To ensure smooth management of your affiliate license, use a primary contact email linked to your long-term organization. This email should be accessible for the duration of your software application. Avoid personal or project-specific email addresses.
- If you are no longer the designated contact for your affiliate license, kindly update us with the details of your successor
- To avoid delay in processing your application request , provide valid information on organization address, usage context information, contact details etc
- Submit **yearly** a comprehensive SNOMED CT Usage report which covers current and planned usage, purpose, and implementation status, countries in use, and a complete list of sublicensed institutions details

Points To Remember



- Failure to submit the usage report will result in the deactivation of your account leading to no further access to SNOMED CT, national extensions, and related resources (additionally, clause no 5 of the SNOMED CT Affiliate License Agreement will be applicable)
- An affiliate license is valid indefinite as long as annual reporting obligations are met. Submit the declaration of use at MLDS portal by January 15 each year

- 1) **SNOMED CT** <https://www.snomed.org/>
- 2) **MLDS Confluence Space**
<https://confluence.ihtsdotools.org/display/MLDSDOC/Member+Licensing+and+Distribution+Service+Documentation>
- 3) **SNOMED CT Affiliate License**
<https://confluence.ihtsdotools.org/display/MLDSDOC/Affiliate+License>
- 4) **SNOMED CT Usage Report**
<https://confluence.ihtsdotools.org/display/MLDSDOC/Usage+Reports>
- 5) **SNOMED CT FAQs** <https://nrces.in/faqs>

Thank You!

nrc-help@cdac.in

www.nrces.in