SNOMED CT Usage Report Submission

National Resource Centre for EHR Standards (NRCeS)

C-DAC, Pune

Outline

- 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

Introduction to Licensing

- 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 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.

Affiliate License - Privileges

- 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

Sub-license

- 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

MLDS Platform

- 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

MLDS Usage Report

- 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

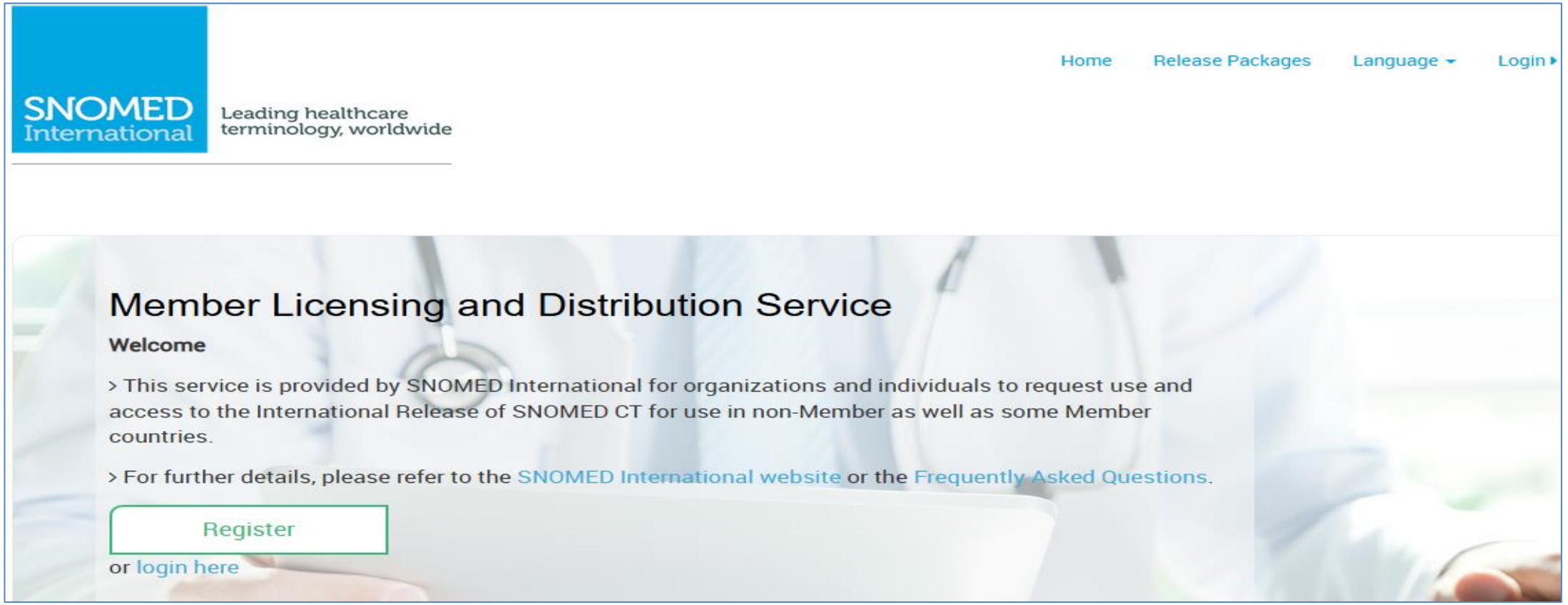
a. Click on the tab “Retract Declaration”

b. Edit and re-submit the new declaration report

For more information –

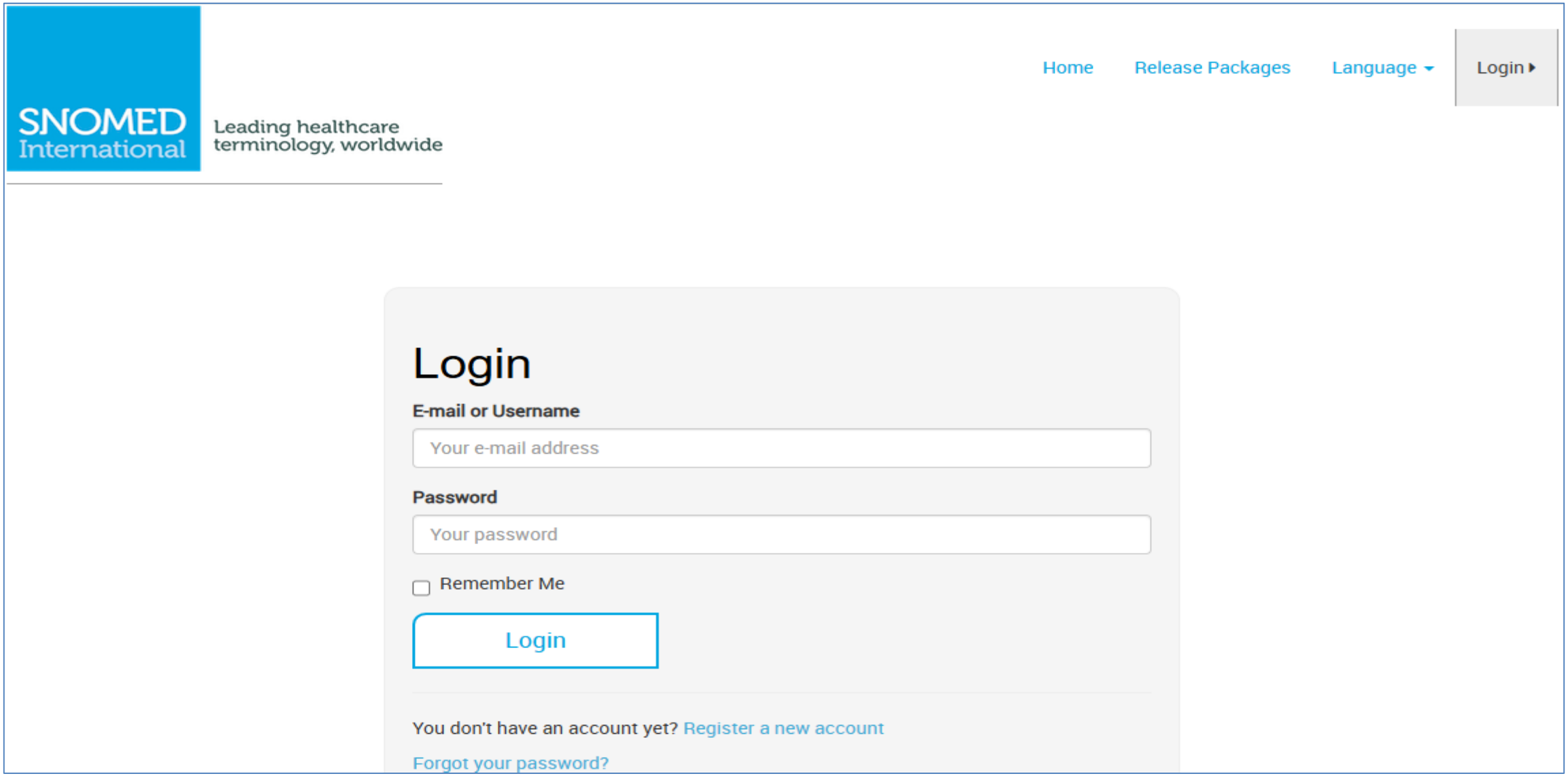
https://confluence.ihtsdotools.org/display/MLDSDOC/Usage+Reports

MLDS – Platform



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

MLDS – Log in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Leading healthcare terminology, worldwide
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E-mail or Username
Your e-mail address
Password
Your password
Remember Me
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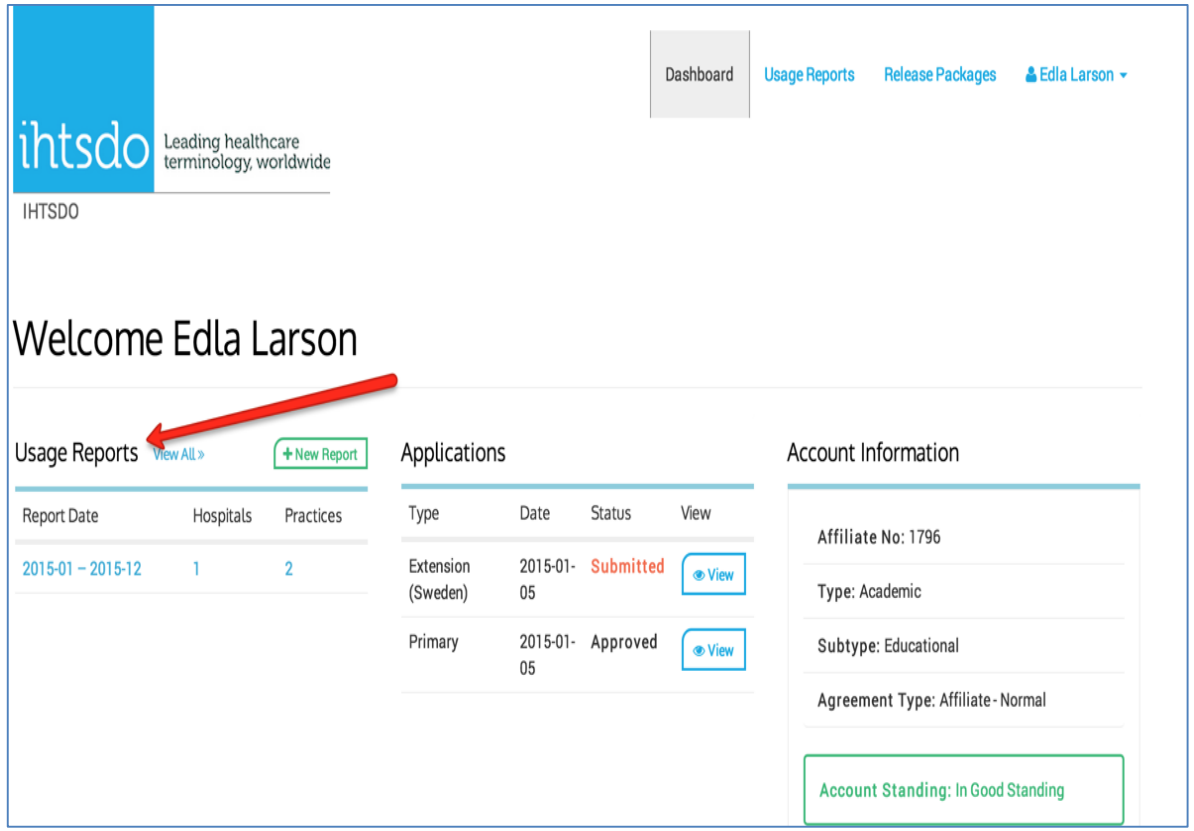
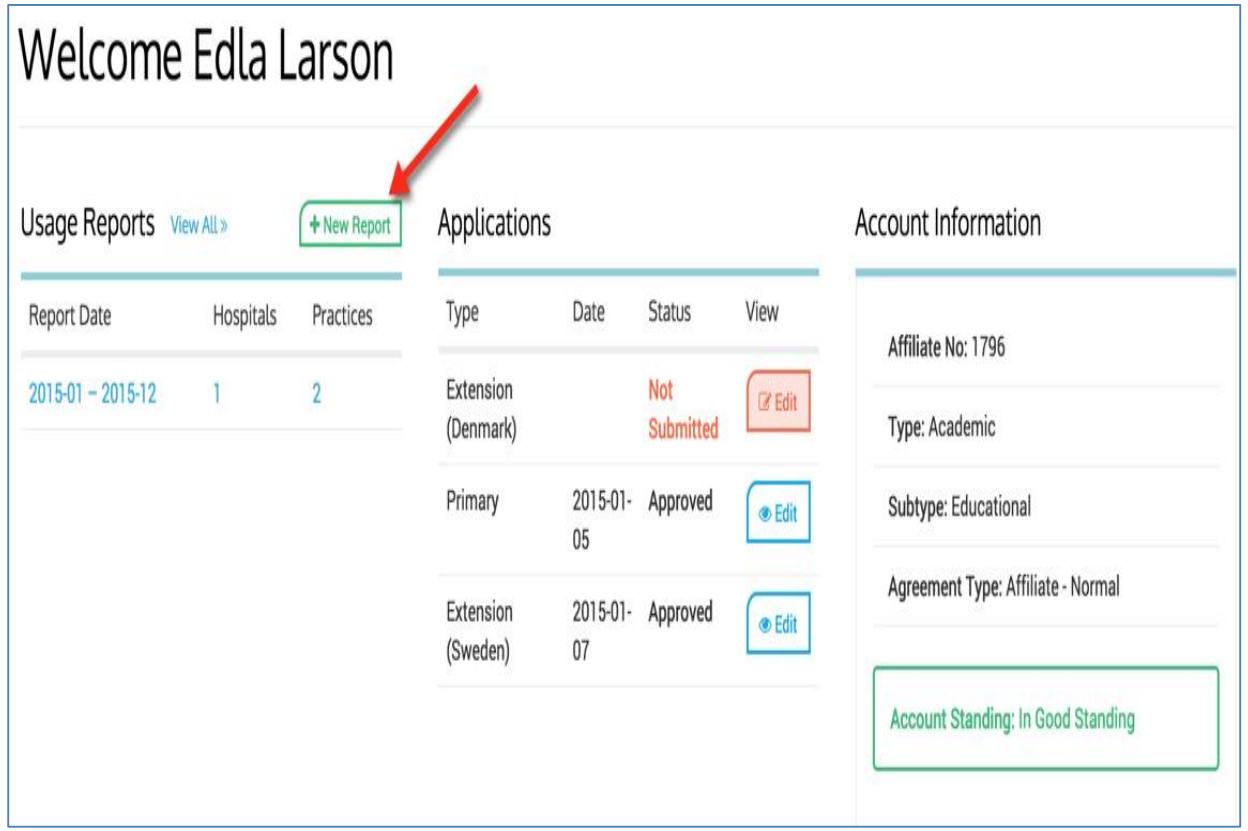
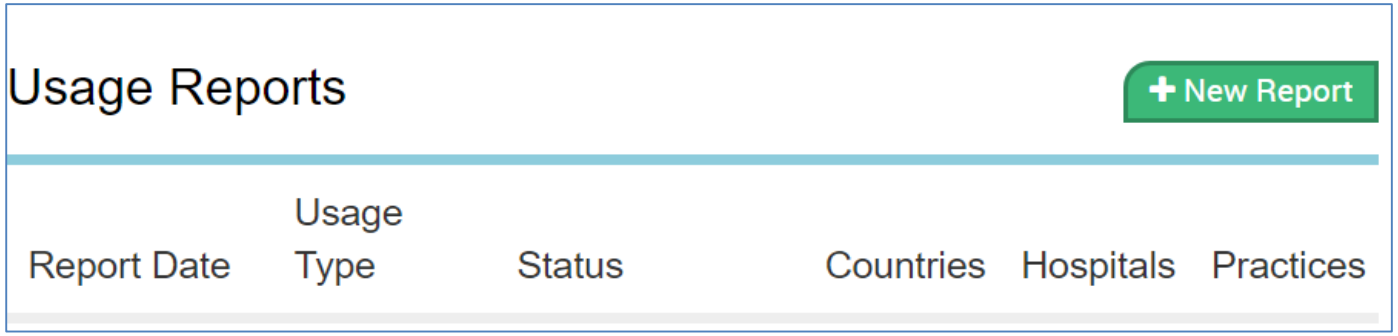
You don't have an account yet? Register a new account
Forgot your password?

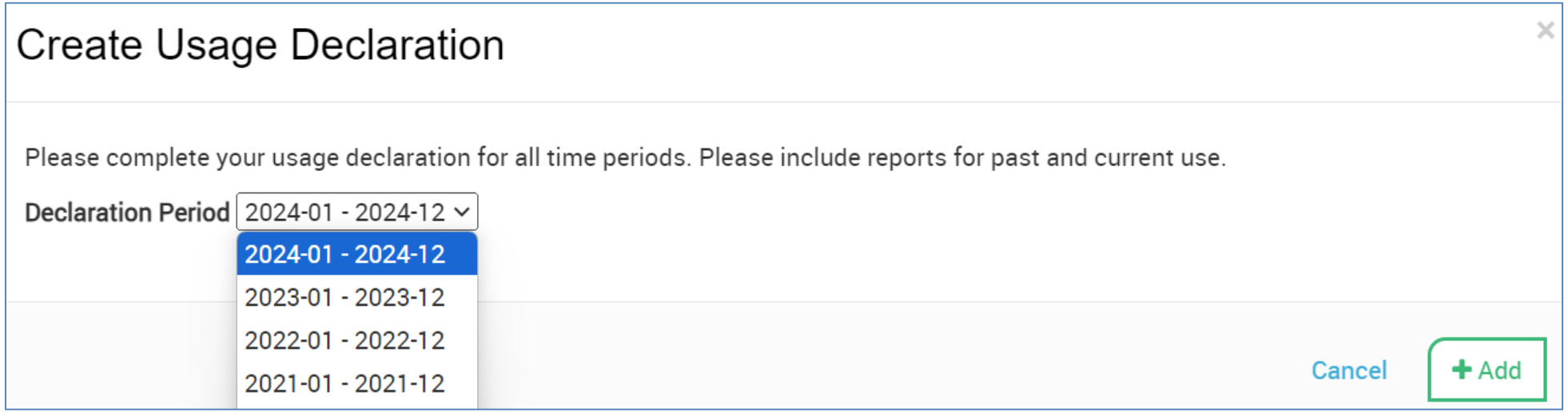
MLDS – New Usage Report





MLDS – New Usage Report



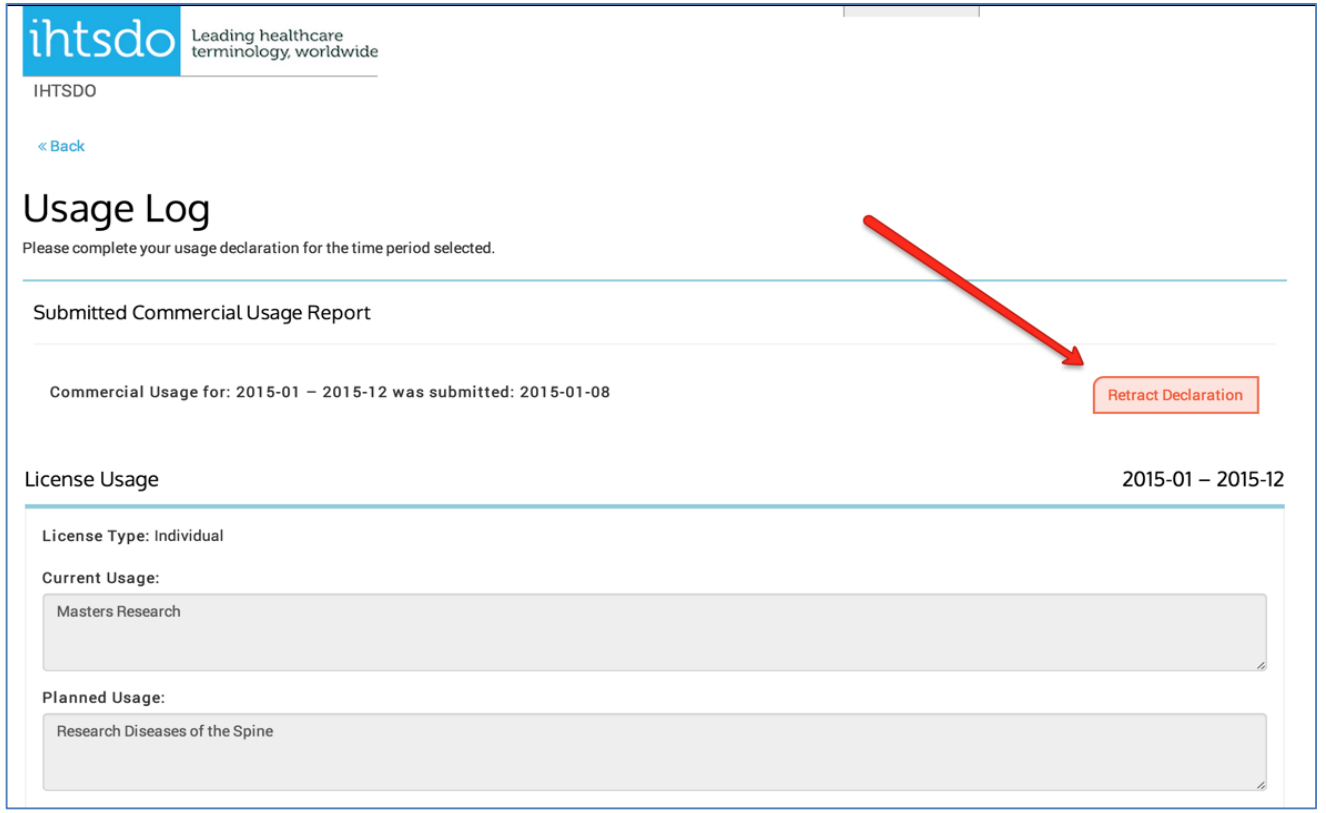


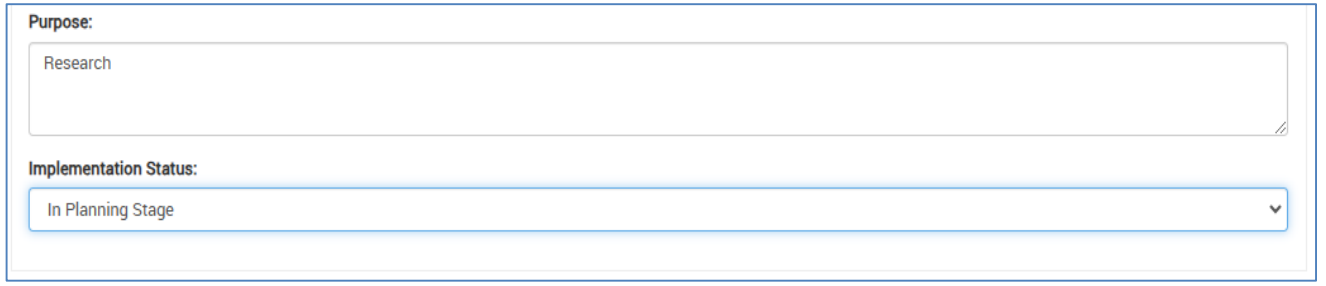
MLDS – Retract Usage Report

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

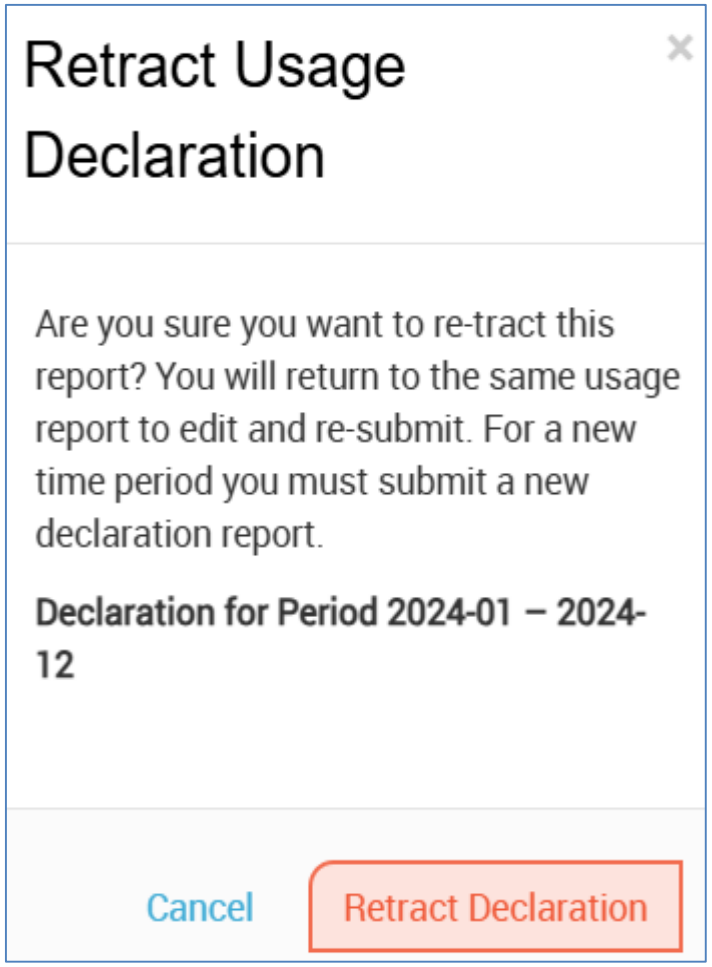
Any previously submitted Usage reports for the same time-period will be superseded

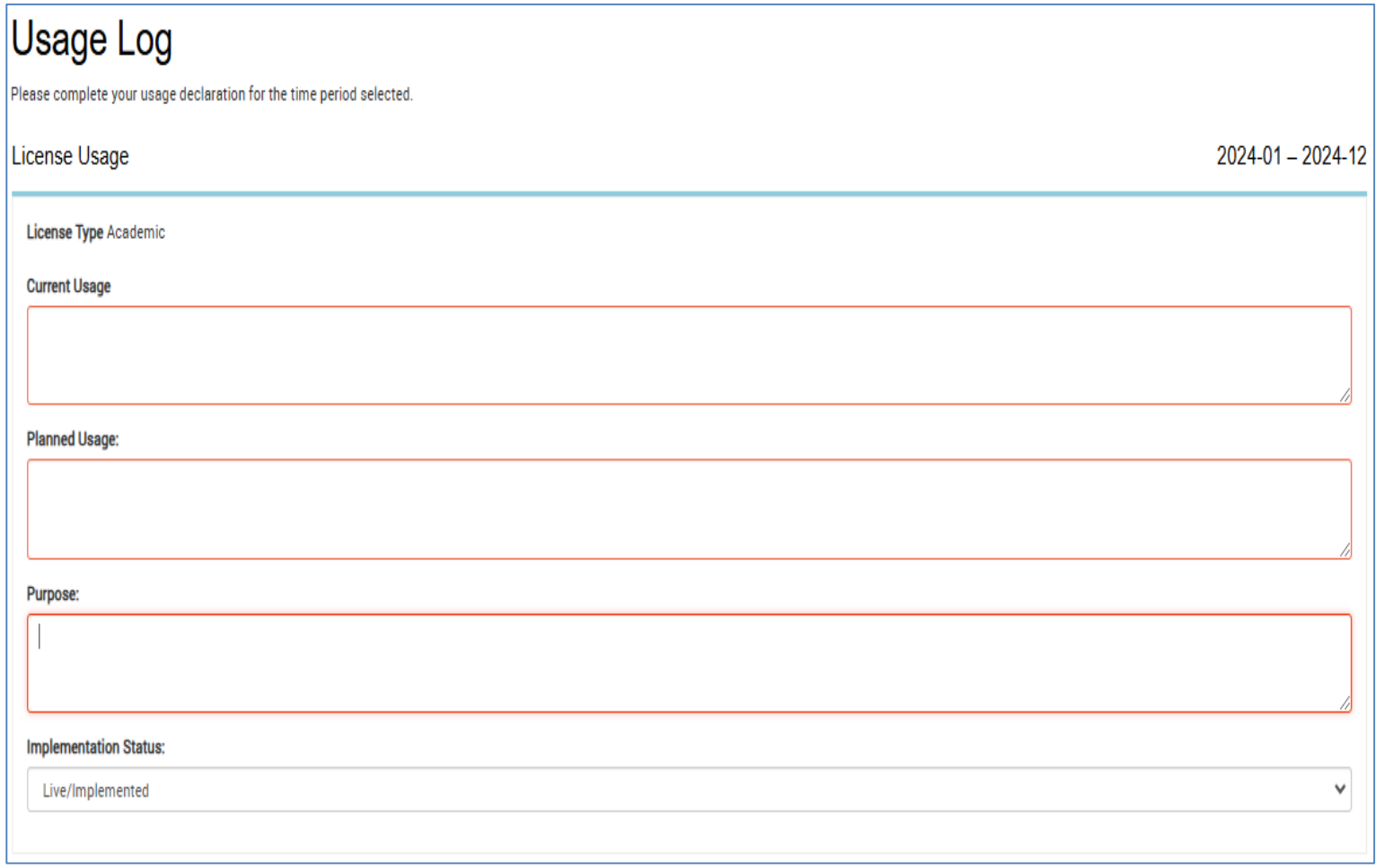




MLDS – Update and submit the Usage report

Click on Retract and re-submit the new declaration report



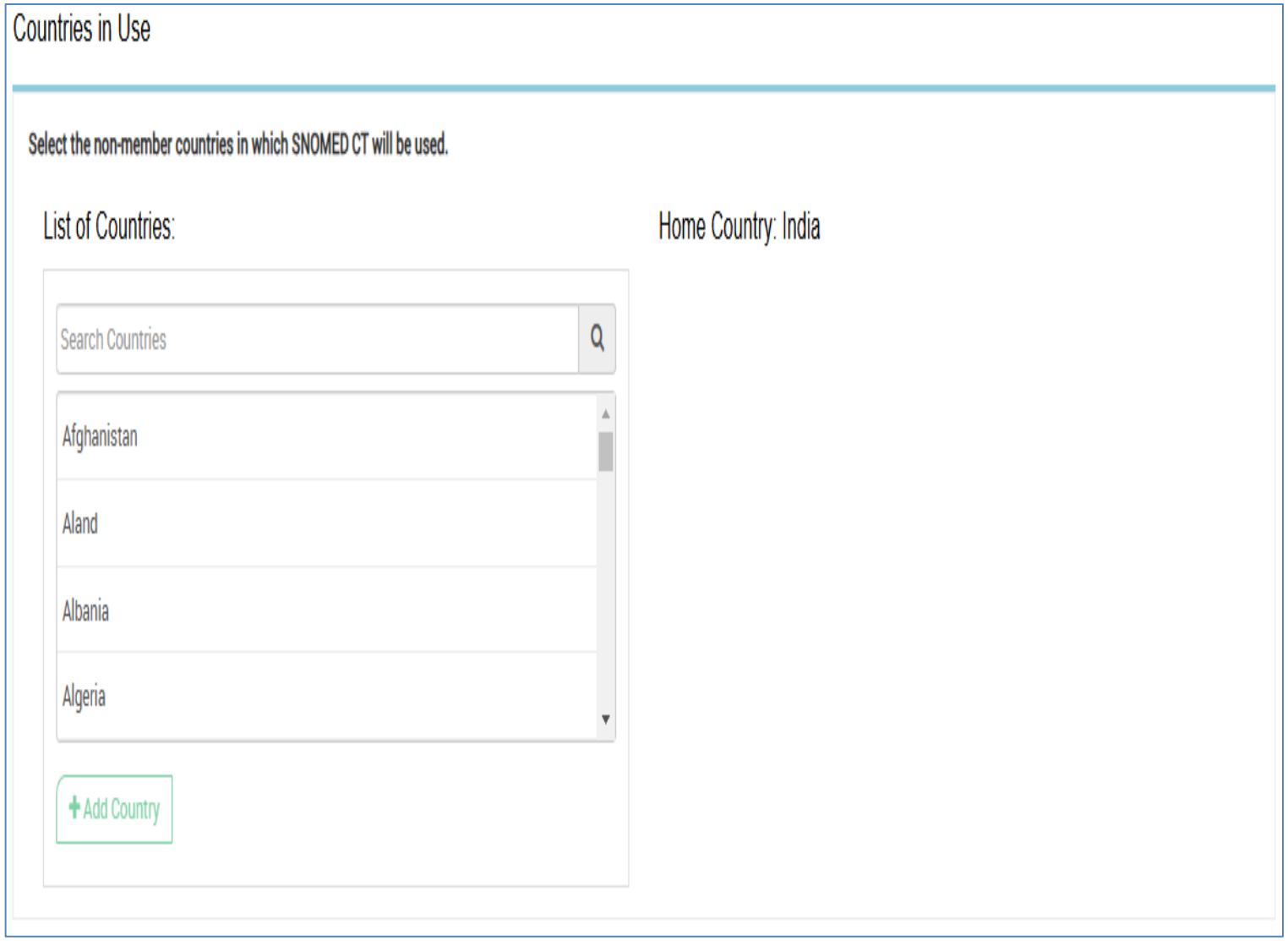


License Usage

- **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.

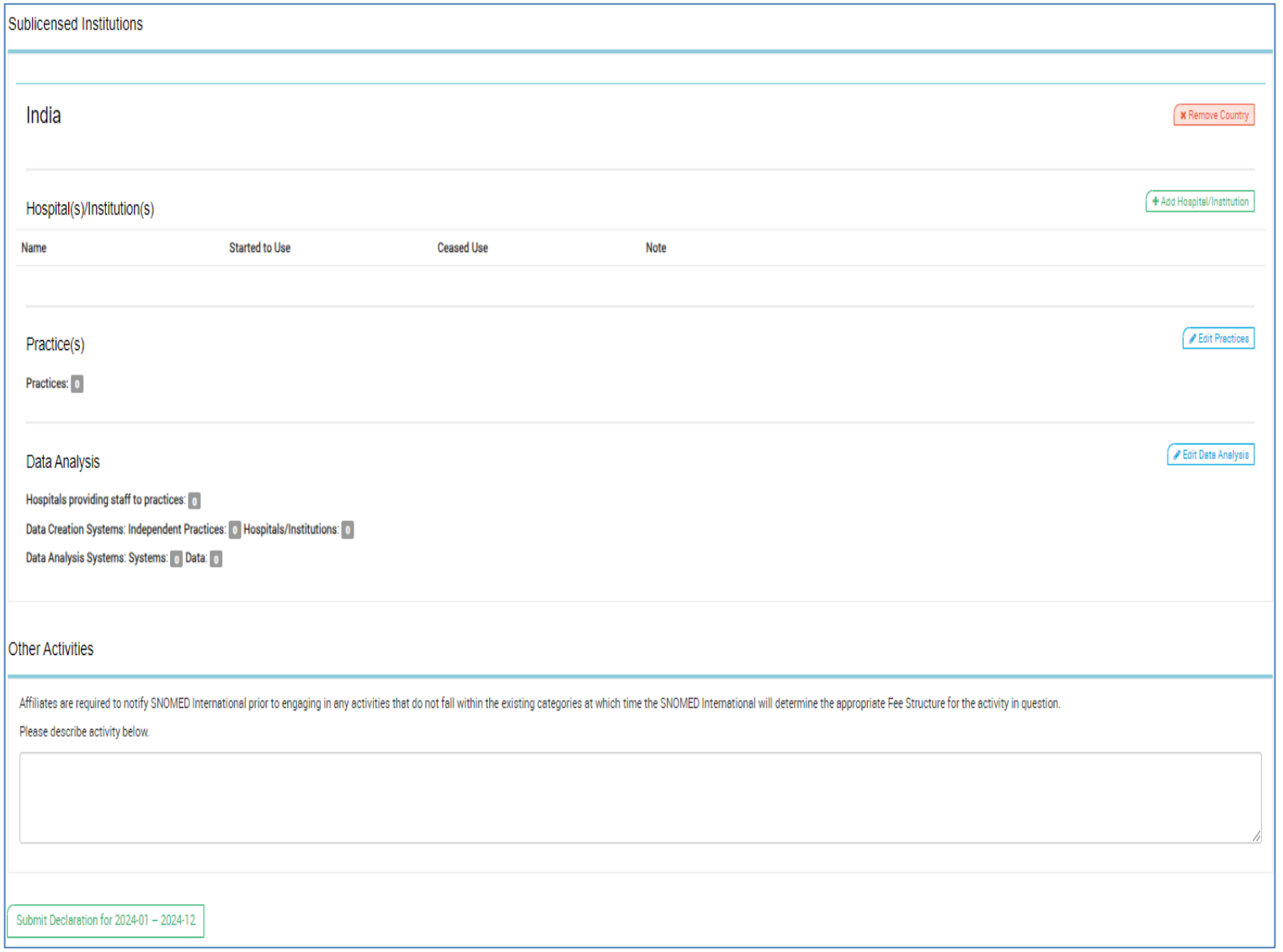


Sublicensed Institutions

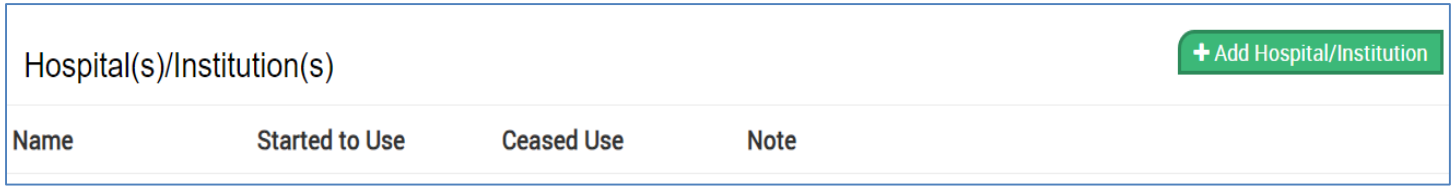
- As per the clause no 8.8 of the Affiliate License Agreement, **A register of all sublicensees** shall be maintained

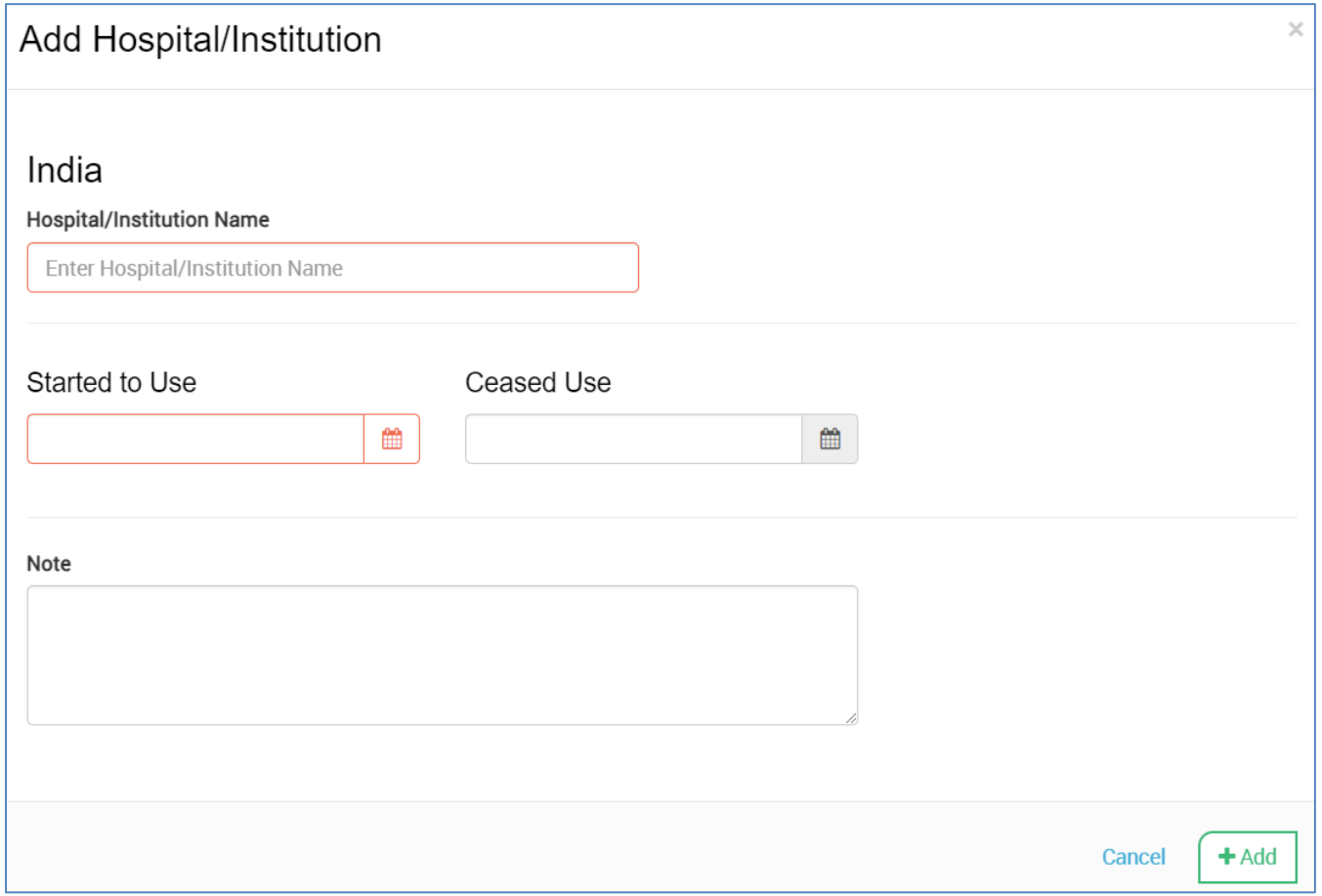
- **Sub-license to organizations** such as hospitals or health insurance companies, list each organization by name and the expected duration of use. Each organization or type must have a separate entry

- **Sub-license to individual user** or software used by departments like medical practices and pharmacies, specify the number of these departments or practices



Hospital/Institution



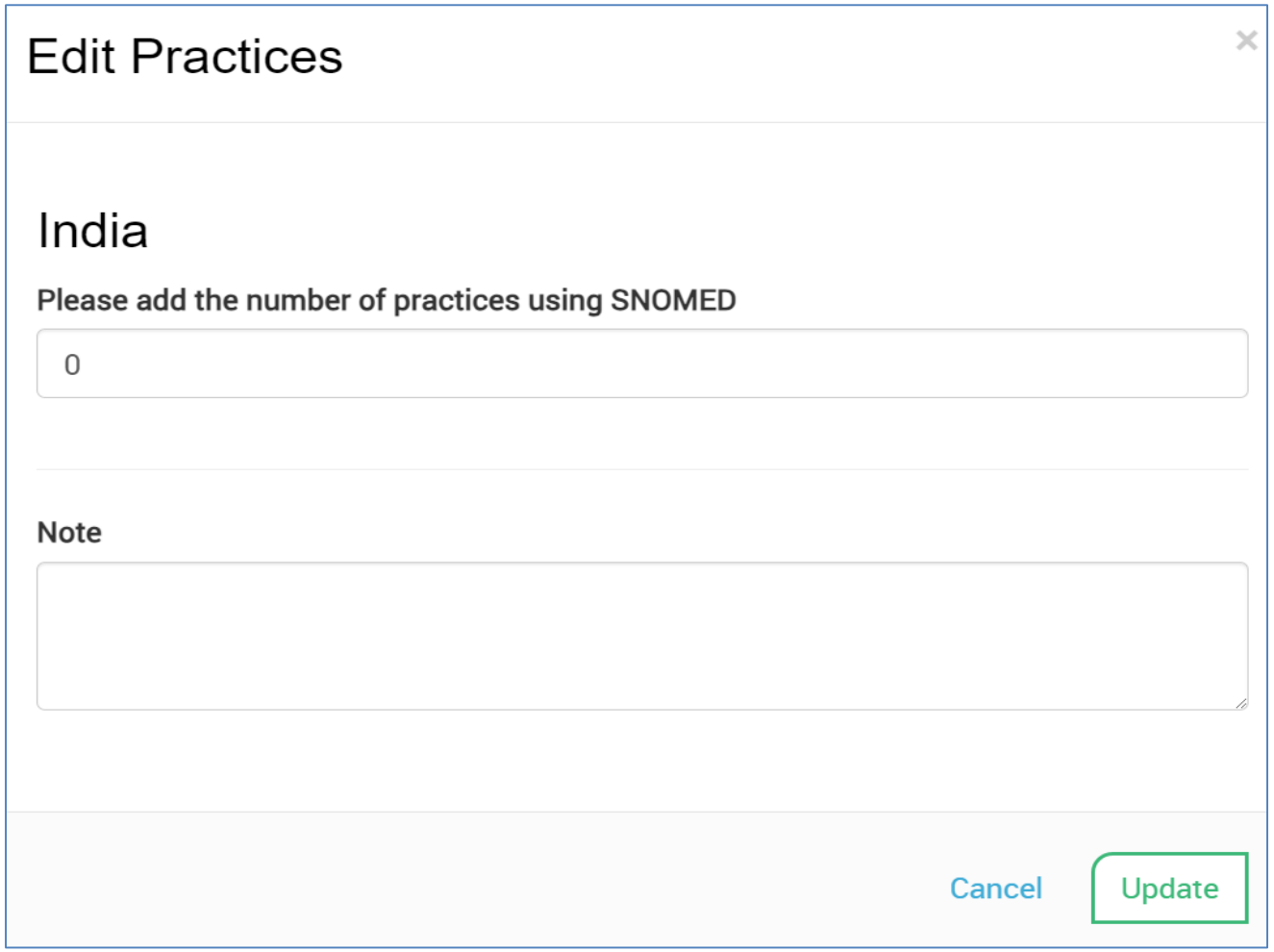


Hospitals /Practices/ Deployments

Practices are –

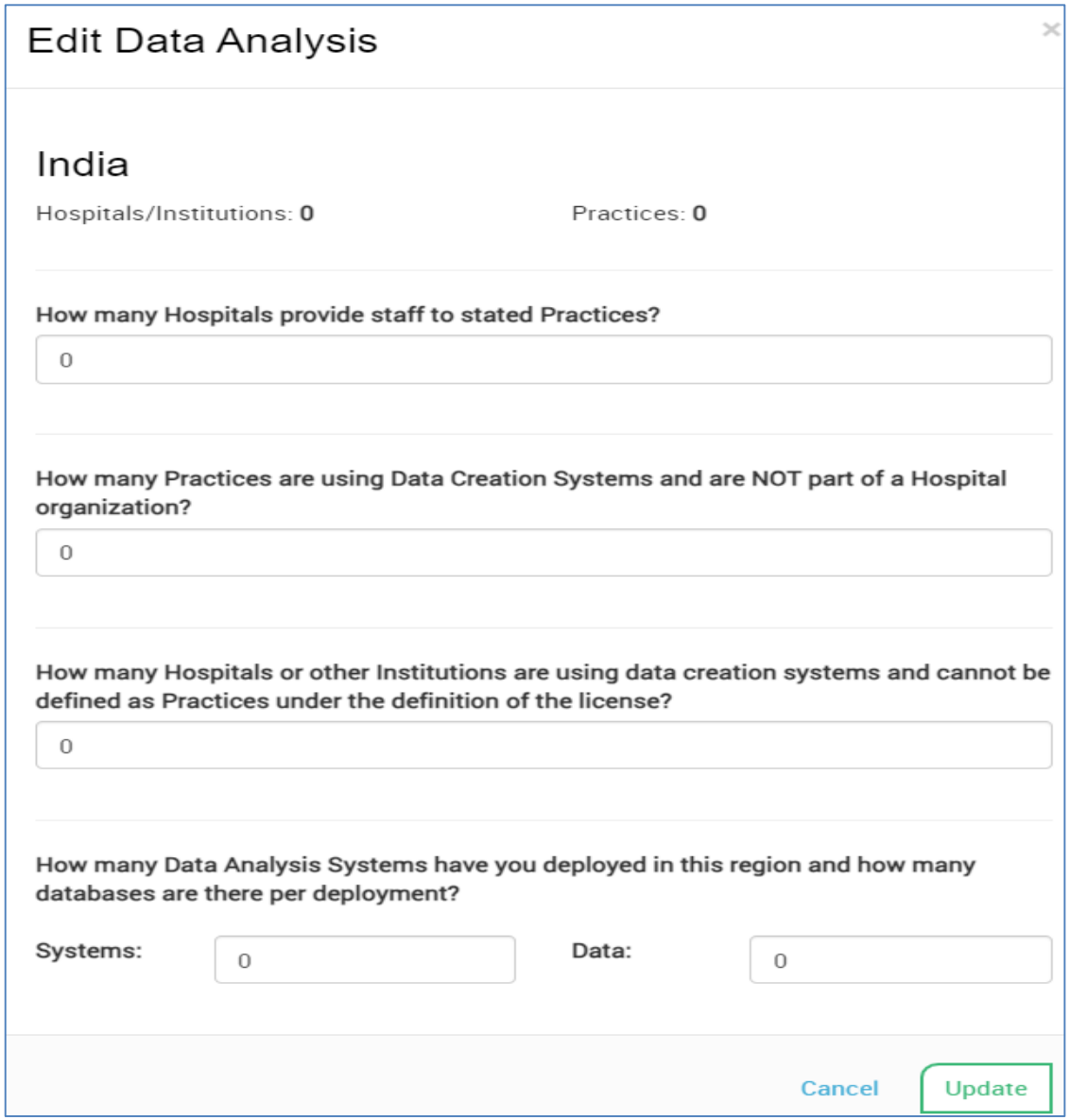
(a) departments of a Hospital that is located on the premises of that Hospital; and funded solely by the Hospital(subject to affiliate license paragraph 2.2 of Appendix B); or

(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

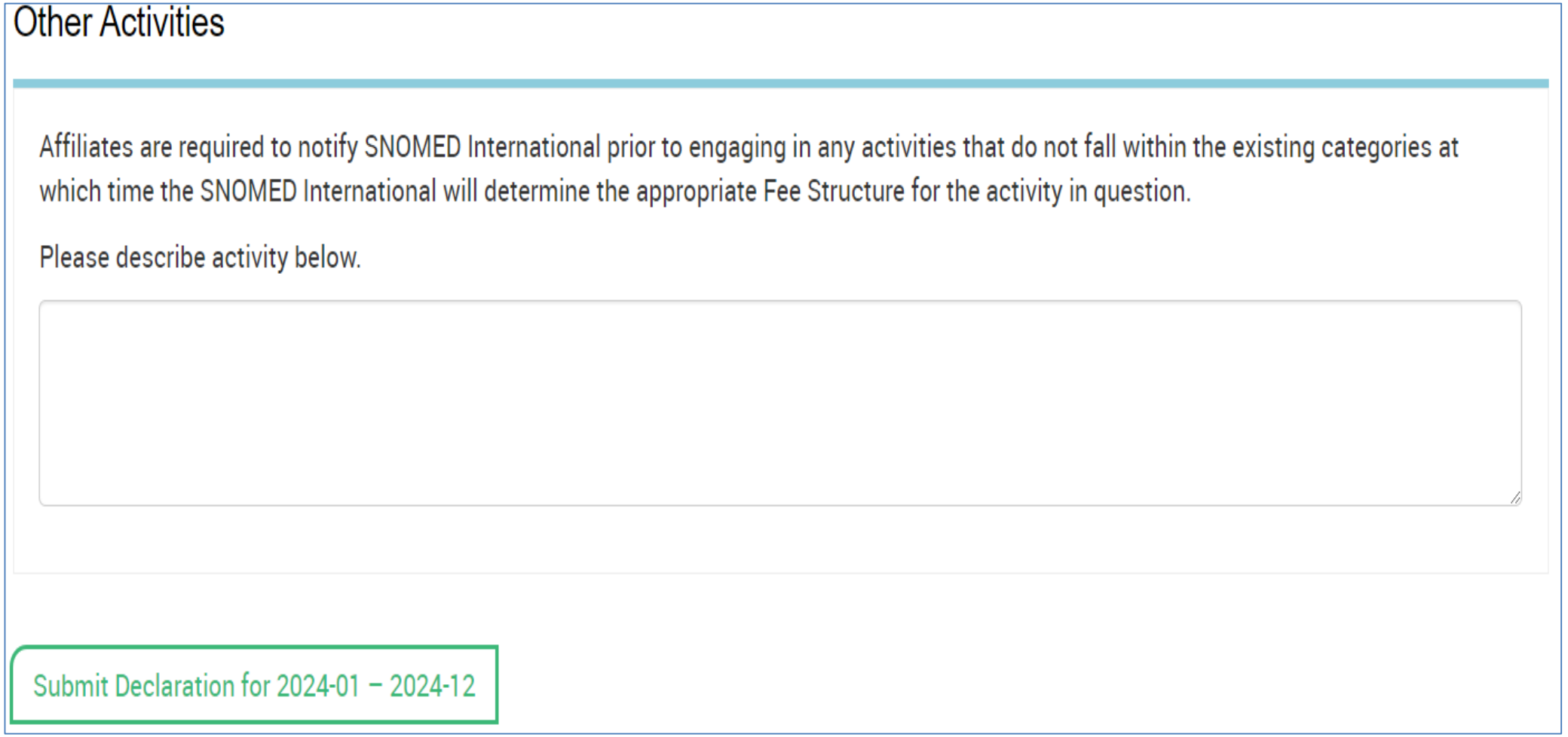


Data Analysis

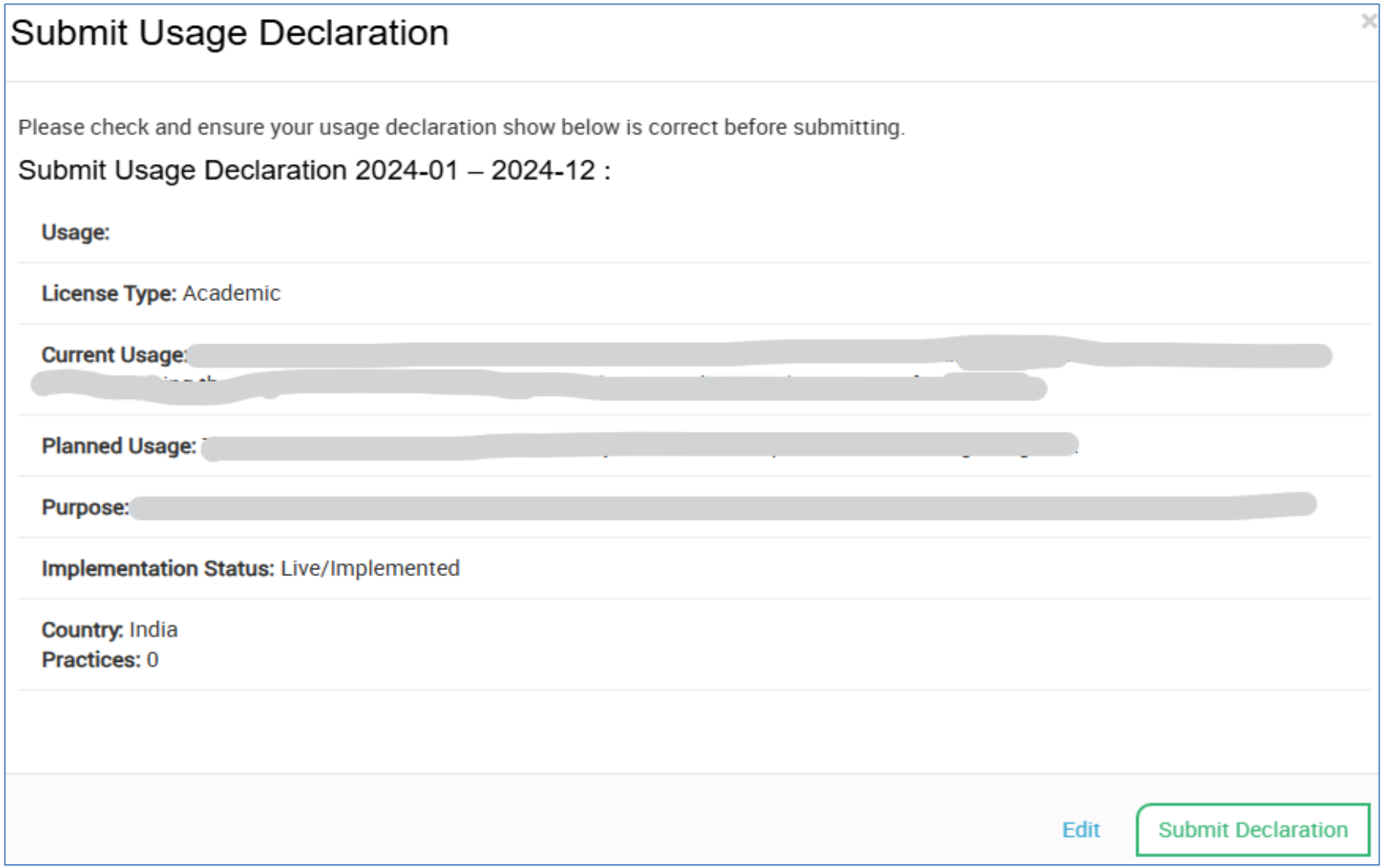
- **Data Creation System –** a system for the entry, processing and storage of data.
- **Data Analysis System –** a system for the collection, organization, analysis, interpretation and presentation of data
- **Data Processing System –** is a computer system that is used to analyze or create records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



Other Activities



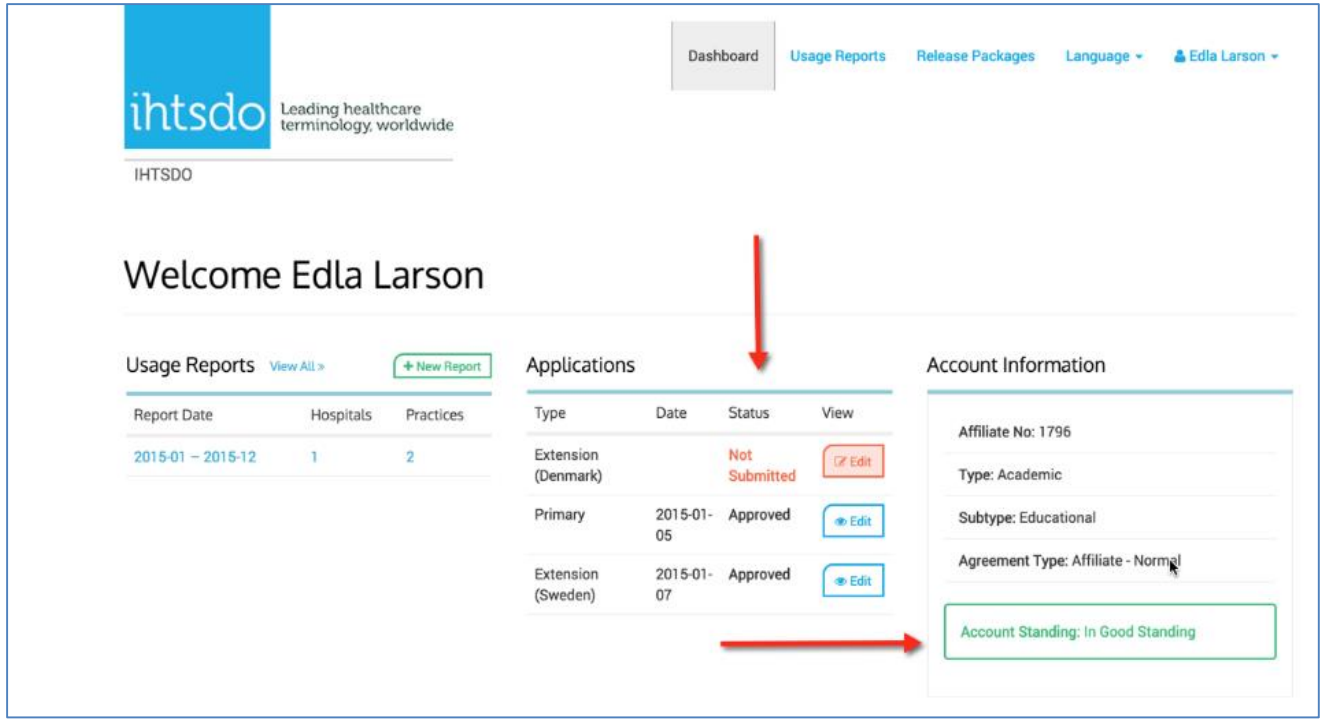
MLDS – Submit Declaration



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

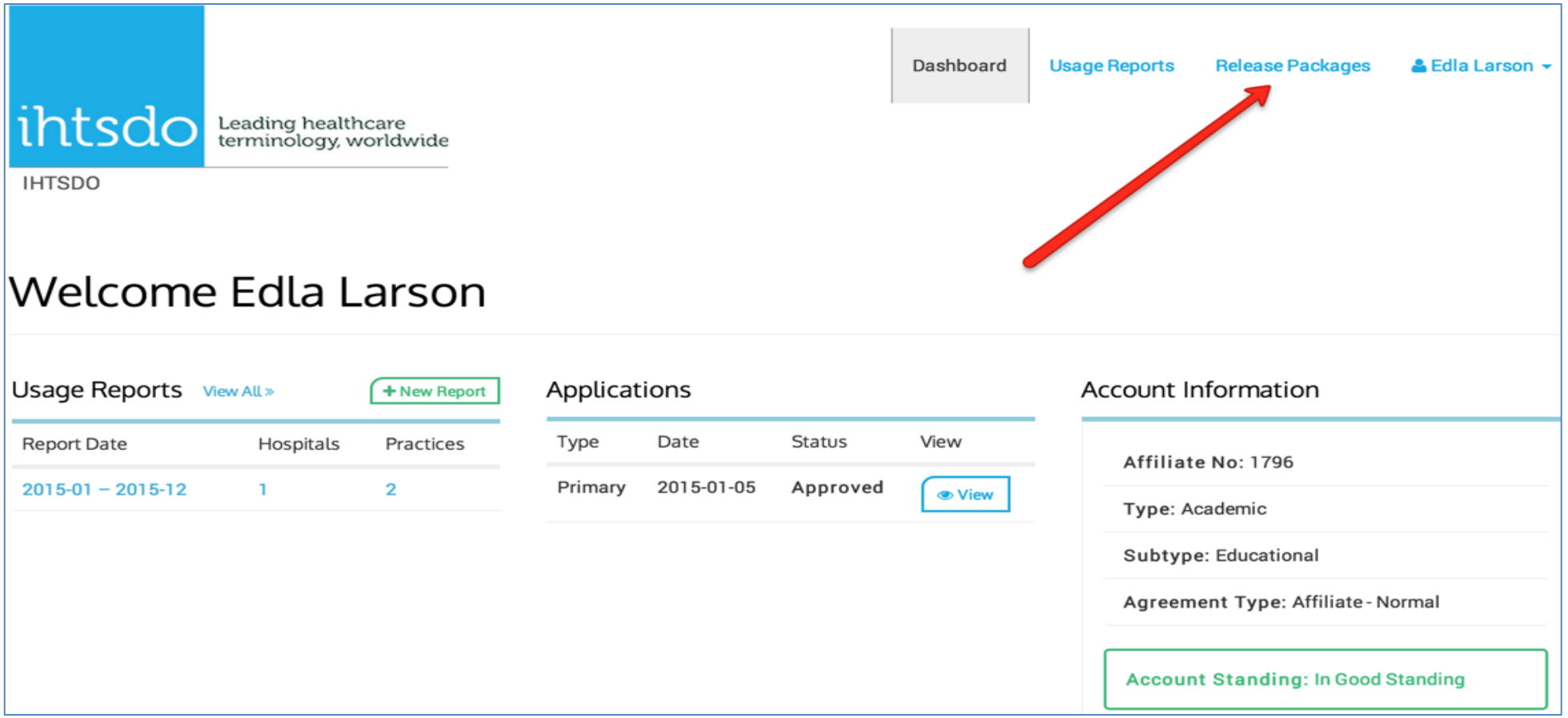


Account Status

- **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



Points To Remember

- 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***

Points To Remember

- **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

Reference

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