

27th Sept 2016

ACGS Activity Audit of Data for April 2015-March 2016

Dear ACGS member,

Please find attached the 2015-16 audit template form to be returned by **15th November 2016** to gail.norbury@gstt.nhs.uk and lara.cresswell@uhl-tr.nhs.uk

This year's template is similar to last year
The changes.

1. Update of DNA (molecular reports) in line with returned data
2. Update of categories for acquired testing & additional request for mean reporting time
3. To use the 2016 GenU version

SECTION1 SAMPLES

This section is to records the total number of samples and extractions/preparations undertaken Please record all service activity but ensure any research/development (including GeL) work is distinct from the diagnostic activity. Samples received as DNA should also be recorded separately. Note one GenU is accrued for extraction rather than for sample receipt. The total number of exported samples should be included on this sheet.

SECTION 2 REPORTS

Activity for 'DNA', Cytogenetics, and Acquired has been separated onto separate sheets to facilitate collection. For any joint services, the data should only be reported once

2a DNA Reports 2016 version

1. The list of tests/disorders has been rationalised in an attempt to align more easily with laboratory activity. The intention is to condense this further as more panel tests are introduced. The list presented reflects the activity reported last year and the categories used in the recent NHSE activity request exercise.
2. Please record data against these row names, breaking down as far as possible under the column headings for pre and post natal test and compliance with reporting time target
3. If the test is not listed, **please add to the most appropriate existing category** with a comment. Only if necessary add to the end but please include full details so corresponding activity from other labs can then be aligned.
4. Please do not delete the empty rows (if necessary sort them to the bottom).and where appropriate try to distinguish between "0" and "" i.e. zero units and no data collected.
5. Note: Analysis of parental samples referred for CF because of detection of fetal echogenic bowel should be recorded under postnatal not prenatal reports.
6. All activity should be recorded in accordance with current [GenU version 2016*](#). The total activity for the lab should then be collated on sheet 5.

7. Please indicate the number of reports and GenU for sequencing panels of >10 genes and other large scale sequencing work e.g. WES or WGS
8. For turnaround times (TAT), please use the [current agreed standards](#)*. This should be counted from day of activation as day zero. Please note that for this data collection period the 3 day TAT was 3 working days. The 3 calendar days was introduced from April 2016.

*Available on the ACGS website

2b Cyto Reports 2016 version

1. Prenatal and postnatal reports have been separated by test type and the ability to record where additional targeted testing has been undertaken has been included. Please ensure there is no double counting of GenU.

2c Acquired Reports 2016 version

1. This sheet includes karyotype and FISH analysis for acquired disorders
2. For targeted testing only the number of FISH hybridisations used should be specified as they attract different GenUs
3. Molecular oncology is listed by disease type and mutation
4. Any disease or mutation that is not listed, please **add to the end** and provide full details so corresponding activity from other labs can then be aligned.
5. Turnaround times for acquired disorders are being collected this year

SECTION 3 PREDICTIVE TESTS

We are now only collecting data for familial breast/ovarian cancer and for Huntington disease

SECTION 4 STAFF

Please only include non supernumerary staff i.e. exclude STP trainees. This data is collected to align with service delivery and compliments the workforce collection survey.

SECTION 5 COMMENTS

Please add any comments or suggestions,

Many thanks

[Gail Norbury & Lara Cresswell](#)

On behalf ACGS Quality Subcommittee Audit
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