

ACGS Quality Subcommittee

Minutes



Association for Clinical Genetic Science
Part of the British Society for Genetic Medicine

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| Location | Regional Genetics Centre, Birmingham Women's Hospital |
| Date | 15 th February 2015 |
| Duration | 11am- 3.30pm |
| Chair | Sandi Deans |
| Secretary | Amy Roe |

| Attendee | Center | Attended | Apologies |
|------------------------|--------------------------------|----------|-----------|
| Sandi Deans (SD) | UK NEQAS | Y | |
| Nick Bown (NB) | Newcastle | Y | |
| Gail Norbury (GN) | Guys and St Thomas, London | Y | |
| Sian Morgan (SM) | Cardiff | Y | |
| Carl Fratter (CF) | Oxford | Y | |
| Shirley Henderson (SH) | Oxford | | Y |
| Richard Kirk (RK) | Sheffield | | Y |
| Will King (WK) | St Georges | | Y |
| Natasha Leo (NL) | Manchester | Y | |
| Amy Roe (AR) | BartsHealth, London | Y | |
| Louise Monkman (LM) | Glasgow | | Y |
| Richa Sud (RS) | Institute of Neurology, London | | Y |
| Yvonne Wallis (YW) | Birmingham | Y | |
| Carolyn Campbell (CC) | Oxford | Y | |
| Roger Mountford (RM) | Liverpool | Y | |
| Rachel Butler (RB) | Cardiff | | Y |
| Graham Fews (GF) | Birmingham | Y | |
| Simon Patton (SP) | EMQN | | Y |
| Lara Creswell (LC) | Leicester | Y | |
| Helen Thomas | GSTS, London | Y | |

| Item | Action | Timeframe |
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| <p>1. Welcome to new members SD introduced HT from GSTS in London as new member of the committee.</p> <p>2. Apologies See above attendance list for apologies.</p> <p>3. Minutes from previous meeting Accepted as true record. Actions from previous meeting:</p> <ul style="list-style-type: none"> • NB to provide list of all HaemOnc guidelines and to provide timelines • SD discussed forum on ACGS website with exec committee and given go ahead. • Terms of reference updated and now published on website • Internal quality control guidelines out for consultation • SD action to chase Laz Lazotou regarding Asuragen Prenatal testing and then pass on to Scientific committee. <p>4. Feedback from ACGS Executive Held on 22nd Jan in Sheffield</p> <ul style="list-style-type: none"> • Genetic dashboard changes now on website for review and comments. Exec committee wants quality committee to finalise today. • Membership – need to recruit a bioinformatician and reduced membership fee for Band5 and below. • Exec complemented quality committee of workflow throughout the year <p>5. BPG</p> <ul style="list-style-type: none"> • General Reporting 3rd draft complete and ready for consultation on website for 2 weeks. Await feedback (YW). To be finalised by end of March. • QF-PCR Kathy Mann wants to rewrite guidelines. First draft suggested for April 2015 • HCM guidelines Workshop to be held in summer 2015 | <p>NB</p> <p>SD</p> <p>YW</p> <p>KM</p> <p>YW</p> | <p>May 2015</p> <p>May 2015</p> <p>March 2015</p> <p>April 2015</p> <p>Summer 2015</p> |

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| <ul style="list-style-type: none"> • Breakage syndromes <p>GF to have first draft by August 2015</p> <ul style="list-style-type: none"> • FRAX complete (links to European guidelines) • Hypertrophic cardiomyopathies <p>Draft to be completed by May and workshop to be held in summer</p> <ul style="list-style-type: none"> • Prenatal array – DM – Ongoing • Postnatal array – DM lead – Ongoing • Lynch <p>Stewart Payne has started writing draft which will be available for comments by April 2015. Then need to decide if a workshop is required.</p> | <p>GF</p> <p>Kate Thomson</p> <p>Debs Morragh</p> <p>Dom McMullen</p> <p>SP</p> | <p>August 2015</p> <p>May 2015</p> <p>May 2015</p> <p>May 2015</p> <p>April 2015</p> |
| <p>6. Example risk calculations</p> <p>CF has completed examples for CF and SMA and has sent round for review. Aim to be ready and published by end of May</p> | <p>CF</p> | <p>May 2015</p> |
| <p>7. ACGS/UKGTN NGS workshop</p> <p>Workshop tomorrow (16th February), will report at next meeting</p> | <p>SD</p> | <p>May 2015</p> |
| <p>8. ACGS activity audit update</p> <ul style="list-style-type: none"> • 36 responses from 32 centers. Majority from Molecular labs (just one molecular lab awaited – SD to chase, only half from Cytogenetics labs) • GN to give LC Cytogenetic responses • GN actioned to have first draft by end of Feb 2015 with final by end of March • GN lead discussion regarding next audit and what should be included. GN to lead and send out to committee | <p>GN/SD</p> | <p>May 2015</p> |
| <p>9. Accreditation workshop</p> <ul style="list-style-type: none"> • GF to lead with organizing next workshop to be held in Birmingham in May • Suggested that it would be useful to invite some UKAS assessors (2 molecular and 2 Cytogenetics) • LC suggested an agenda item could be 'Improvement Action themes'. | <p>GF</p> | <p>May 2015</p> |
| <p>10. Quality dashboard review</p> <ul style="list-style-type: none"> • Committee reviewed categories on genetic dashboard (GenU). SD to make agreed changes. • SD to email CRG to see if HaemOnc data should be included or completely removed as it is not fully represented. | <p>SD</p> | <p>Feb 2015</p> |

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| <p>11. AOB</p> <ul style="list-style-type: none">• SM – FASP (16th Jan 2015) – Handbook required for labs and practitioners with FASP standards for publication on 1st April. They want clarification on what guidelines to use. Decided by committee that current FASP guidelines should be included with an asterisk indicating that they will be changing in April 2016. <p>12. Date of next meeting: Birmingham 18th May 2015</p> | | |
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