

ACGS Quality Sub-committee meeting minutes

Location Biomedicine East Block, Centre for Life, Newcastle
Date 09 June 2014
Duration 11am- 3pm
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 (by phone)	
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 Fewes (GF)	Birmingham		Y
Simon Patton (SP)	EMQN		Y
Lara Creswell (LC)	Leicester	Y	

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Item	Action	Timeframe
<p>1. Apologies See above attendee list</p> <p>2. Minutes from previous meeting Some changes made – please see updated minutes from January</p> <p>3. <u>BPG (YW/NB)</u></p> <p>NGS – Complete and ratified. Available on website and membership emailed to notify of new guidelines</p> <p>FRAX – Draft complete – awaiting to go on website for 2 week consultation, after which will be ready for ratification.</p> <p>General Reporting – First draft complete. Will go to workshop group for 4- week review. There will then be 4 week turnaround for comments. Discussed that working days over calendar days is aspirational and that it may be that some lab will be unable to meet this. Discussion around PCR 2 week and 4 week TAT. It is unclear what the difference between these two categories is and what test types fall into each. Decided that a list should be circulated of what should be included in 2 week versus 4 week – await comments.</p> <p>NK – Need to add in Postnatal follow up for microarray results (28 days from day of receipt). SD to check with DM. YW actioned to make tweaks and all committee members actioned to email YW by the end of the week with any comments that need adding.</p> <p>Lynch – First draft complete and workshop now needs organising.</p> <p>SD added that the executive committee said that all current guidelines must be completed before they will fund workshops for new guidelines.</p> <p>SD – There is a pilot RT PCR for sarcoma and BPG will</p>	<p>SD/YW</p>	<p>June 2014</p>

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<p>need writing for this. There is also a CEQAS sarcoma Cytogenetic pilot which BPG will be required.</p> <p>NB – Haem Cytogenetics NB contacted authors of old versions of HaemOnc guidelines and these people are happy to update these versions. NB actioned to contact Nick Cross as a clinician to advise on these guidelines.</p> <p>Cardiomyopathies – YW actioned to complete pro forma for myopathies. Once finalised send to SM for website</p>	NB	Nov 14
<p>4. <u>Accreditation workshop feedback (NL)</u></p> <p>The workshop was a success. Thank you to NL and LM for a successful event. It was oversubscribed so if it happens again would be better to get a larger conference room to cover demand. The general feedback was it would be been better if there had been more time for discussions. It was suggested that a forum could be set up on the ACGS website for accreditation issues. SD actioned to go to executive to discuss feasibility. Attendance certificates have been sent out and all the presentations are to go on the website. NL actioned to chase up the validation/verification document that was to be distributed.</p>	SD NL	Nov 14 Nov 14
<p>5. Fragile X Syndrome Audit (SM)</p> <p>The committee has been asked by the scientific committee to assess the array FRAX pathway throughout UK. SM to send out questionnaire to find out what labs are currently doing. SM to ensure questionnaire captures all relevant data and to include question on reflex testing. GN actioned to send A3 information to SM.</p>		
<p>6. Quality dashboard survey (GN)</p> <p>Performance dashboard organised by NHS England CRG came up with original dashboard GN asked by CRG to give changes. The following changes have been made:</p>		

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<ul style="list-style-type: none"> • Diagnostic rate has been removed • 3 day reporting (now all together) • 3 day HaemOnc is now separate • Urgent arrays to be included in 10 days (although this conflicts with DM BPG for arrays – SD actioned to discuss with DM and report back to GN) <p>There are three audits that are required as part of the dashboard:</p> <ul style="list-style-type: none"> • UKGTN postcode audit • ACGS activity audit • ACGS workforce audit <p>SD actioned to clarify when these should be reported on the dashboard. Some thought they were to be reported on a 12 month rolling system and some thought that they were to all be reported in quarter 4. GN actioned to send email to all members to highlight new changes to dashboard</p>		
<p>7. ACGS activity audit summary (GN)</p> <p>Presented at spring meeting. All highlights discussed in previous meeting. The request for this year has been sent and replies to be in by end of July. RM suggested that there needs to be guidance of how to fill these in – to allow consensus between all reporting labs).</p>	SD	Nov 14
<p>8. Outline specification for the Specialist Commissioning of Genetic and Genomic Services in England (SH)</p> <p>Discussed that the committee will review the Quality specification in the tenure bid and make sure it is fit for purpose.</p>		
<p>9. <u>New-born Screening document (SM)</u></p> <p>Number of invasive procedures is constantly decreasing showing that the screening procedures are good. In 2012-2013 there was a decrease in invasive procedures. SM is now to collect data for 2013-2014. SM went through the questionnaire that was sent out before Christmas 2013 to all HODs. SM to feedback to FASP on</p>		

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<p>13. AOB</p> <p>SD - The committee would like to pass on our condolences to Dr Kevin Orcrafts family and colleagues.</p> <p>SD – Two genetic technologists want to join the committee. AR actioned to email all current members to see if they still want to be on the committee and to email the two GT’s (Helen Thomas – Guys, Martin Hart – Edinburgh) to find out what aspects of quality they can bring to the committee. SD actioned to tighten up terms of reference to include maximum number of people required on committee.</p>	<p>AR/SD</p>	<p>Nov 14</p>
<p>14. Date of next meeting:</p> <p>4th November Birmingham</p>		