

	<p>KS and Graham Taylor (Chair of CMGS) met with the Directors of the Reference Laboratories who presented their 5 year work plans. They were open to ideas for developments from the profession. The renewed funding is 30% less than previous five years and there is no funding for capital equipment, so the labs are dependent upon existing equipment or collaboration.</p> <p>Wessex</p> <ul style="list-style-type: none"> • New technologies for mutation detection, including next generation sequencing • Non-invasive PD • Array CGH <p>Manchester</p> <ul style="list-style-type: none"> • Informatic tools and systems • Technology assessment • Quality assurance <p>KS and GT were asked to provide opinions on future service developments and direction.</p>
<p>3.3</p>	<p>UKGTN</p> <p>UKGTN provided a summary on the position of Genetics and national tariffs. This was circulated to Council prior to the meeting. There will be no National Tariff in 2008. The work on Genetics tariffs will require membership of an expert working group (probably paediatrics). Further work is required on national currencies. Helen Stewart is working on currencies and tariffs for Clinical Genetics.</p> <p>Action: KS to distribute UKGTN report to HoDs.</p> <p>ACC has submitted an update report to UKGTN on array CGH in NHS laboratories. UKGTN has asked ACC to provide regular information on the numbers of array investigations being undertaken in the UK and current funding. A questionnaire is to be circulated to collect this information.</p> <p>Action: KS to co-ordinate data collection.</p>
<p>3.4</p>	<p>Health Professions Council</p> <p>HPC are consulting on two documents</p> <ul style="list-style-type: none"> ▪ Confidentiality – consent is required for publication and photographs of patients etc. ▪ Standards of Conduct, Performance and Ethics – Council have received only a single comment on retained responsibility following delegation. If a role is delegated, one remains responsible for the appropriateness of the decision.
<p>3.5</p>	<p>JCMG</p> <p>JC reported that the Royal College of Physicians are asking if it is timely to revisit the document on Commissioning Genetics Services. JCMG members agreed not to rewrite the document.</p>
<p>3.6</p>	<p>NHS Foetal Anomaly Screening Programme</p> <p>A letter has been received from Pat Ward stating that the two antenatal screening groups, Ultra sound and Down syndrome, have been merged to form the NHS Foetal Anomaly Screening Programme. ACC have been asked for a representative and the Chair will attend.</p>
<p>3.7</p>	<p>Skills for Health</p> <p>There has been no news on SfH ‘Modernising training’ and the contract has now come to an end. Control of modernising training has been resumed by the DH.</p> <p>JWo gave feedback on a SfH roadshow he had attended.</p> <p>As the training changes appear to be delayed, preparation of the Genetics Technologist training programme will go ahead now. Topics common to cytogenetics and molecular genetics will be identified as common training modules.</p> <p>It was also agreed to pursue areas of common training for scientists and to implement aspects of the ACC/CMGS programme designed for SfH. This will better prepare trainees for the future. It is important to get effective structures in place so that they can be embedded into any new modernised training structure in the future.</p>

	<p>JWa stated that training programmes are also required for pre-registration trainees and Band 7 staff.</p> <p>Action: KS to ask GL and Maggie Williams (Chair, CMGS TAB) to liaise over common modules for technical and scientist training programmes.</p>
3.8	<p>CMGS</p> <p>KS reported that Graham Taylor (Chair CMGS) and David Baty (Vice Chair CMGS) were amenable to greater collaboration with the ACC. KS will propose joint training as the next project.</p>
3.9	<p>Association of Clinical Biochemists</p> <p>Some smaller life sciences organisations are joining the ACB (the immunologists group, ACI, has joined and microbiology, ACM is in talks with the ACB). ACC has received an approach from the ACB regarding closer links and sharing office functions.</p> <p>KS felt that we had better links with CMGS, and would do better to develop a genetics 'voice'.</p> <p>Action: KS to respond to ACB</p>
3.10	<p>FHCS</p> <p>JWa attended a FHCS workshop on behalf of the ACC. FHCS represents some 50000 HCS in a vast number of professional groups and was established to represent these groups with a single voice. It is thought that FHCS has not performed well, and a consultation on FCHS structure and function is underway. FHCS is now concentrating on its structure of committees and sub-committees. FHCS wants responses by 11 October and to discuss implementation at the AGM in November. A single professional response is required to the FHCS proposals.</p> <p>Action: KS to send proposals to Heads of Laboratories. Feedback should be sent to JWa who will prepare ACC response.</p>
4	<p>Proposals and Rule Changes</p> <p>There was a clear vote of agreement on Council for the proposed changes. The changes were converted to proposals to be sent to the membership.</p> <p>There was some discussion over the number of Council members required, and a need to rewrite the rules, restructuring the numbers. Also members would be simply Council members rather than specified ordinary, junior or GT members.</p> <p>The current proposed rules changes do not allow this and further rule changes would be required.</p>
5	<p>Council Structure</p> <p>The draft structure was circulated to Council. The fourth bullet point of the ACC Executive was amended to read 'In the Chairs 3rd year a Vice Chair will be elected from Council by the voting members. The Vice Chair will normally proceed to chair one year later.</p> <p>The amended draft was accepted by Council.</p>
6	<p>Education and Training Report</p> <p>GL was unable to attend, but an e-mailed copy of the report was received.</p>
6.1	<p>Technical training</p> <p>ACC funded Training for Technical Trainers will be held 17-19 September in Oxford. All 18 places have been taken.</p>
6.2	<p>e-Learning</p> <p>GL and Sarah Warburton met at the Royal College of Pathologists to discuss a DH funded e-learning package.</p>
6.3	<p>External Assessors</p> <p>An external assessors meeting is to be held in Newcastle on September 12th.</p>
6.4	<p>White Paper trainees</p> <p>Two more White Paper funded trainees have been requested (GOS) and agreed by Diana Paine.</p>

	This brings the total intake to eight.
7	Professional Standards Report
7.1	QF-PCR Guidelines The draft guidelines received Council support and were ratified.
7.2	Audit Data Optimal data content and collection is being considered. The constitutional scheme will be kept simple. John Emslie has agreed to act as co-ordinator. The structure of the oncology data collection will be decided at a later date.
7.3	Document Control Gavin Cuthbert will update edition numbers etc.
7.4	Solid Tissues Some ideas for this have come from the HoD questionnaire, and may be based around alternative techniques.
7.5	Micro-array Best Practice At the HoD meeting, HoDs agreed to contribute to a collection of reports. LG has collected copies of reports from all laboratories issuing reports, and examples will be published on the website.
	ACC research grant Birmingham (array CGH on X-linked MR) and Nottingham (non-invasive PD) were successful. Action: JWa to respond to labs and finalise payment details.
8	JLC report
8.1	This will be Fiona Harding's last meeting, and the JLC thanked her for her work.
8.2	BSHG FH will give a presentation on CPD and portfolios for registered clinical scientists.
8.3	Newsletter The JLC wished to thank Simon for his article on CPD in the BSHG newsletter..
8.4	Association for Graduate Careers Advisory Services (AGCAS) Still waiting for a response from Suzanne Agnew (Edinburgh University) regarding a link from AGCAS website to the ACC website. SM had discussed the possibility of a stand at careers fairs, but this would probably cost £5-7000.
8.5	Information JLC are working on a JLC/ACC flyer for members and potential members. They are also working on a 'Welcome Pack'
9	AGTC report Karen Thompson
9.1	Voluntary Registration There has been an influx of applications for registration from Genetics Technologists, who are now the biggest group on the voluntary register. An exemplar application may be put on the website in the future. Council agreed the content of a draft mail shot to be sent to the Heads of Laboratories. As the Register has now been open for 1 year, GT representatives will raise the issue of CPD at the next VRC meeting.
9.2	Education and Training Gavin Cuthbert and Clare Drakeford have agreed to start work on the Cytogenetics training manual for GTs. This will be based on NOS and will be adjusted in the future if required. The GT Training for Technical Trainers course is full. VR application forms, guidance notes and standards of proficiency will be available for those attending.
9.3	ACC/CMGS Joint Meeting

	<p>AGTC would like to have study slot /session during the ACC/CMGS joint meeting next year. At the moment they are considering what content to offer, but need to know their time slot and if it will run simultaneously with other sessions. Ideas so far include Molecular Cytogenetic techniques in Cytogenetics and completing a VRC application.</p> <p>KS suggested they need to decide what they are trying to achieve in these sessions. If it is membership support and guidance, then a session is appropriate. If it is to be educational then a study slot may be required. They should target what is not available to GTs locally.</p>
9.4	<p>ACC elected GT Council agreed that Ann Reilly, the new elected GT on Council, could replace Helen Snowden on AGTC.</p>
9.5	<p>BSHG Newsletter Elaine Clements is producing a flyer suitable for both the CMGS and ACC sections of the Newsletter. This will be sent directly to ADM.</p>
9.6	<p>Website AGTC members have received a lot of spam from the ACC/CMGS websites so GC has removed the links from the ACC website, and Marcus Allen will do the same on the CMGS website. The registrar will be contactable by e-mail.</p>
10	Report back from meetings
10.1	<p>GenCAG No report</p>
10.2	<p>RCPATH No report</p>
10.3	<p>JCMG Meeting in October</p>
10.4	<p>BSHG Covered elsewhere</p>
10.5	<p>FHCS Covered in 3.10.</p>
10.6	<p>ACS</p> <ul style="list-style-type: none"> ▪ KS reported that ACS are looking at checking standard levels of assessment across all disciplines, and will be writing guidelines for assessors. ▪ There will be assessor training during November. ▪ ACS has asked all professions to move to a fixed date timetable for assessment interview dates. The Physicists already offer only three dates a year. ▪ Council will need to talk to the ACS assessors to see if they are all willing to sign up to fixed dates. <p>Action: KS to forward proposals to assessors.</p>
11	Scientific Items - none
12	Treasurer's Report
12.1	<p>Account Details The account name has been changed to 'The Association for Clinical Cytogenetics'.</p>
12.2	<p>Spring Conference There is still no final figure for the Spring Conference</p>
12.3	<p>Euro-Account JWo is also treasurer of the ECA and he has set up a Euro account to link with the ECA account in Paris. JWo reported that there is no movement of funds between the ACC and ECA accounts.</p>
13	Correspondence

	All correspondence dealt with elsewhere
14	<p>Matters Arising</p> <p>3.9 Eurogentest – No progress.</p> <p>Action: TD to draw up list of potential representatives with RHa</p> <p>5.1.2 The modified training handbook not yet circulated.</p> <p>7.6 JLC/Technical members are producing a recruitment flyer.</p> <p>JWa is meeting with Ruth Cole at BSHG to discuss ways of providing grade/job identification on the application form. There is also a need to identify registrants for the Spring Conference who are not members of the ACC.</p> <p>It was suggested that laboratories are surveyed to see how many members of the profession are members of the ACC.</p> <p>Action: JLC/GT to produce anonymous census of laboratories.</p> <p>12.1 DH Review of Shortage Professions – State Registered Clinical Cytogeneticists are recognised as a shortage profession for employment purposes.</p>
15	Any Other Business
15.1	<p>Reports for AGM</p> <p>KS checked that the various sub-committees would present verbal reports at the AGM.</p>
15.2	<p>Job Advertisements on the Website.</p> <p>Concern was expressed over the open access and inaccurate content of job adverts submitted via central BSHG. It is also unclear how charges can be made for private companies.</p> <p>Action; JWo to clarify with BSHG.</p>
15.3	<p>Retiring Members</p> <p>Council thanked Fiona Harding and Jonathan Waters for their contributions to Council and the ACC.</p>
16	<p>Date and Venue of the Next Meeting</p> <p>Tuesday December 4th</p> <p>Cartwright Room</p> <p>Canterbury Hall.</p>

The meeting closed at 3:50pm.