



**MINUTES OF THE MAGNETIC RESONANCE ADVISORY GROUP (MRAG) HELD ON THURSDAY
18TH OCTOBER 2012, AT THE OFFICES OF THE SOCIETY OF RADIOGRAPHERS, 207
PROVIDENCE SQUARE, LONDON SE1 2EW**

PRESENT:

Sharon Burton {SB}
John Carmichael {JC} {Guest}
Muriel Cockburn {MC}
Sandra Conn {SC}
Lynn Graham {LG}
Steve Harris {SH} {Chair}
Jenny Jones {JJ}
Kim Mawhinney {KM}
Erica Scurr {ES}
Rachel Watt {RW}
Susie White {SW}
Gill Winter {GW}

IN ATTENDANCE:

Alex Lipton {AL}
Audrey Paterson {AP}
Valerie Asemah {VA} {Minutes}

1. WELCOME AND INTRODUCTION

- 1.1 The Chair welcomed everyone to the meeting and round table introductions made, especially for the benefit of guest John Carmichael.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from Christine Heales and Rebecca Vosper.

3. MINUTES OF TELECONFERENCE HELD ON 19TH & 20TH JUNE 2012

- 3.1 The minutes of the teleconference held on 19th and 20th June 2012 were approved as a true and accurate record.
- 3.2 AL gave further update on the 2 teleconferences explaining that it was a work plan for the group with various actions, some of which were covered and some on the agenda.

4. MATTERS ARISING OTHERWISE NOT ON THE AGENDA

- 4.1 There were no matters arising.

5. SAFETY IN MAGNETIC RESONANCE IMAGING REVIEW OF UPDATE DRAFT

- General Comments Review of Whole Document
- Discussion on Pregnant Patients/Staff
- 10FB Protocol/Volunteers/3T
- Any Other Issues around 3T
- Discussion on Staffing Departments/Safety Knowledge Requirements
- Agree Further Work Timetable

The group agreed that further comments and information required from then should be submitted to AL by the end of November, to allow time for the updates prior to presenting at the Council meeting.

The group went over this document section by section, making comments, amendments and additions as necessary and following discussion it was established that it will be presented to SCoR Council for approval at their January 2013 meeting and also to the BAMRR Board.

Once approval is granted from both organisations the document will be proof read before being published. The group was reminded that the document will be an electronic publication only.

It is hoped that the document would be ready for publication by the 3rd week of February 2013.

6. CONFIDENTIALITY

- 6.1 AP spoke to the group about a breach of confidentiality that occurred recently. It was efficiently dealt with but following on from this incident it was noted that Claire Dumbleton (Knowledge Officer) will draft guidance on a protocol where officers, staff and representatives on external group learning reps etc. basically anyone representing the organisation in any capacity can sign the data protection booklet to stop such an event occurring again.

ACTION: CD

7. MEMBERSHIP OF GROUP

- 7.1 AP updated the group reminding them that as stated in the terms of reference membership of the group will be reviewed on an annual basis and no one individual would be expected to serve for more than four consecutive years.

In line with Society Council policy current membership of groups are reviewed every July. As this is a recently created group SCoR is looking to stagger the membership by replacing 3 members this year and 3 members next year. If anyone would like to step down this year can they please contact AL as soon as possible?

Advertisements for new places will be in our publication in spring 2013.

ACTION: GROUP

8. PROVIDER INFORMATION TO REFERRERS

- 8.1 GW raised the issue of provider information for referrers e.g. it is frustrating for referrers and patients when they request a scan on a patient who has a conditional pacemaker and the referrer is not aware that not all MR departments would perform the scan.

A discussion took place and the group felt that it would be difficult to provide and maintain a directory of which departments would perform certain scans. It was suggested that NHS Improvement may be able to help or advise on this and AL will contact them prior to the next meeting

ACTION: AL

9. ANY OTHER BUSINESS

- 9.1 JJ informed the group that she is doing the last part of her Masters Postgraduate in MR training and she is about to conduct a survey on 'stand alone units'. She would like to send out a questionnaire to the group in this regard for their input. She will collate responses.

ACTION: GROUP

10. DATE OF NEXT MEETING

- 10.1 The date of the next meeting has been agreed as:

- Thursday 21st March 2013 commencing at 1.30pm (lunch available from 1.000pm)