



**MINUTES OF THE RADIOGRAPHIC INFORMATICS GROUP (RIG) HELD ON
WEDNESDAY 9th MARCH 2016, AT THE OFFICES OF THE SOCIETY OF
RADIOGRAPHERS, 207 PROVIDENCE SQUARE, LONDON SE1 2EW**

PRESENT:

- Douglas Aitken {DA}
- Ian Arrowsmith {IA}
- Chris Austin {CA} {Guest}
- David Birchmore {DB}
- Moira Crotty {MC}
- Julie Moss {JM}
- Jason Oakley {JO}
- Barry O'Hara {BH}
- Anant Patel {A1}
- Alexander Peck {A2}
- Andrew Powell {AP}

IN ATTENDANCE:

- Valerie Asemah {VA} {Minutes}
- Kevin Tucker {KT}

1. WELCOME AND INTRODUCTION

- 1.1 Michael Davies {MD} was unable to attend today's meeting so Alexander Peck {A2} chaired the meeting in his stead.
- 1.2 The Chair welcomed everyone to the meeting and round table introductions were made, but especially for the benefit of guest speaker Chris Austin and new members Ian Arrowsmith, David Birchmore, Julie Moss and Andrew Powell.
- 1.3 It was noted that a Vice Chair is needed for this group. A notice will be posted on Synapse.
- 1.4 It was noted that 3 members tenure comes to an end this June – Douglas Aitken, Sean Martin and Jason Oakley.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from Michael Davies, Chris Hayre, Leslie Robinson and Ian Rowe.

3. MINUTES OF THE PREVIOUS MEETING

- 3.1 The minutes of the meeting held on 30th September 2015, were approved as a true and accurate record.

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

4.1 Minute 5.2

At the last meeting Leslie Robinson {LR} had agreed to ask the Royal College of Nurses (RCN) for their viewpoint on nurses being given access to PACS. The group had discussed this issue at the April 2015 meeting where it was agreed that clinical managers should ensure that nurses understood the PACS and be able to use it legitimately. LR had further queried whether we should set out some examples on the Society's website and also suggested asking nurses to set up a tweetchat in regard to the usage of data. LR had agreed to do this and had subsequently contacted the RCN but needed some support from the group in what questions to ask the nurses. This was due to be done at this meeting, but unfortunately she was unable to attend. It has now been agreed that A2 will be in contact with LR and report back to the group.

ACTION: LR & A2

4.2 Development of IM&T strategy for the profession (minute 5.3)

MD who was tasked with taking the lead on the strategy development was not at the meeting today so no update available.

4.3 National Casemix office - HRGs

To note that the National casemix office had asked the Society of Radiographers for their help and support on HRGs and after giving a positive response A2 had followed up by email but so far no one has responded to him. Following discussion it was noted that Nathan Abbott had left so IA agreed to find out who we should be liaising with and to pass the information to A2 who will send one last email offering our assistance.

Note: IA has found the name of the contact – Paula Monteith p.monteith@hscic.gov.uk

ACTION: A2

4.4 National informatics education – requirement for medical physics involvement (minute 11.1)

At the last meeting it was agreed that JO would send A2 to details to suitable candidates asking them to contact A2 directly but to date no progress has been made. Following discussion it was agreed that JO would send those contacts onto A2 so that he can get in touch instead.

ACTION: JO

4.5 Social Media Guidelines (minute 13.1)

To note that these guidelines has now been published.

4.6 Update on Undergraduate Curriculum Guidelines on IM&T

Due to pressure of work JO was unable to have these guidelines ready for today's meeting but will aim to have them uploaded to Synapse within the next month.

Note: We also discussed the following for 2 main reasons: Firstly the need to support the education and development of the next generation of radiographers and secondly, to support those in charge of making procurement decisions.

ACTION: JO

- 4.6.1 The possibility of identifying a national pool of informatics experts who would be available to support universities in providing appropriate education. IA stated that HSCIC would support such a move.
- 4.6.2 RIG to explore publishing a number of informatics videos to support education of undergraduates and those radiographers interested in informatics. The quality of the material would need to be closely monitored.
- 4.6.3 To explore accreditation of PACS super-users and how to involve HEIs.

ACTION: JO & A2

5. UKRC 2016

- 5.1 A2 updated the group on UKRC 2016 informing them that all sessions has been finalised and the final programme is based around a ‘Sink or Swim’ theme. He then proceeded to give an overview of the sessions.
- 5.1.2 To note that the Congress opening session has been extended to one and a half hours. Everything looks set for a good UKRC.

6. UKRC 2017 PLANNING

- 6.1 A2 updated the group on UKRC 2017.

The theme for informatics stream is ‘Tools of the Trade’. To date, only one session entitled Battle of the Clouds has been planned. To note that GE recently had a huge launch in regard to moving all PACS images and tools onto Cloud.

- 6.2 There will be four sessions and these all need topics and A2 asked the group for ideas and suggestions.
- 6.3 Following discussion the titles below were put forward, as a starting point:
 - Cross Organisational Working
 - Informatics in Therapy
 - The Other Side of the Coin
 - When the Balloon Pops
 - Data Monitoring

A1, A2 and KT need to finalise all this by the close of UKRC 2016.

- 6.4 KT suggested having a space on Synapse for group members to put forward ideas etc. A2 agreed to upload a list to Synapse.

ACTION: A2

- 6.5 A2 felt that it would be beneficial to have a radiologist on the working party for next years' UKRC and following discussion KT agreed that he would speak with Charlotte Beardmore Director of Professional Policy to find out if she can suggest a radiologist who would be interested in attending and speaking at the UKRC conference.

ACTION: KT

7. AHP INFORMATICS STRATEGY IN ENGLAND

- 7.1 Chris Austin {CA} Occupational Therapist from NHS England gave a presentation on AHP Informatics strategy in England, and spoke about the work he will be doing with SCoR. It was agreed that the Informatics Strategy had positive responses and KT will upload this document to Synapse.

ACTION: KT

- 7.1.2 CA read through his recommendations some of which appeared to be the same as the Society's objectives. Once our strategy is published the next step is to determine how it can influence patients and policy. CA agreed to allow his document to be uploaded to Synapse.

8. BRITISH INSTITUTE OF RADIOLOGY SIG - UPDATE

- 8.1 KT updated the group.

It was noted that more representation of the workforce is needed on this BIR SIG. The next meeting of the Clinical Imaging Intelligence Group is being held in April. A2 agreed to upload the minutes from the BIR SIG group.

ACTION: A2

- 8.1.2 KT read an invitation letter sent to the SCoR President with regard to setting up a new formed RCR Informatics Committee. KT has put himself forward but questioned whether he was the best person to attend. MC indicated that she would be interested. KT will discuss the SCoR representative at the inaugural meeting.

ACTION: KT & MC

9. UPDATE OF UNDERGRADUATE CURRICULUM GUIDELINES ON IM&T

- 9.1 Discussion deferred till next meeting.

10. FINAL REPORT ON THE FOCUS GROUPS GOING FORWARD

10.1 JO updated the group and presented the final report, which he will upload to Synapse and asked for any comments to be sent to him for consideration. The closing date for this is around 11th of April, after this date he will be looking to submit the report.

ACTION: ALL

11. UPDATE ON IMAGING PROCEDURE NATIONAL CODES

11.1 IA updated the group on the national codes and agreed that he would upload some material to Synapse.

ACTION: IA

12. Group bios and achievement bullet point's updates:

12.1 Studio time confirmed (after this meeting) for group photo for Synergy article and the SoR website.

13. ANY OTHER BUSINESS

13.1 A1 informed the group that he had a request from a postgraduate student who had asked if members of this group would be able to give her some assistance. KT agreed to speak with her to find out if we could assist.

ACTION: KT

13.2 JO was thanked for his hard work during his time on the group. VA was tasked with drafting a thank you letter.

13.3 DA has decided to re-apply for another term on the group and this was agreed.

13.4 Sean Martin will be sent a letter thanking him for being part of the group – VA to draft.

13.5 Chris Hayre has not attended or communicated with the group since his initial attendance in 2014. VA to enquire whether CH was still engaged with the group. It was noted that Chris' online CV stated he was a "Fellow of Radiography Informatics Group for the Society and College of Radiographer" which is not to the understanding of the group.

ACTION: VA

14. DATES OF FUTURE MEETINGS

14.1 The dates of future meetings were agreed as:

- Wednesday 5th October 2016
- Tuesday 21st March 2017

- Tuesday 10th October 2017
- Wednesday 21st March 2018
- Wednesday 3rd October 2018