



Chief Executive Officer
Richard Evans OBE

Nuclear Medicine & Molecular Imaging Advisory Group (NMMAG)

Meeting Summary

Date: Thursday 19th March 2020 **Time:** 11.00am – 11.30am **Venue:** GoToMeeting

In Attendance:

Members: (state names with initials in brackets)	Role	Job Title	Site
Angela Meadows (AM)	Chair	Radiographer/Unit Manager	Royal Preston Hospital
Jo Weekes (JW)	Vice Chair	Consultant Radiographer	New Cross Hospital
Tristan Barnden (TB)	Advisory	Radiographer	Maidstone Hospital
Sarah Stace (SS)	Advisory	Superintendent Radiographer	Withybush General Hospital
John Thompson (JT)	Advisory	Radiographer	Furness General Hospital
In attendance:			
Sue Johnson (SJ)	Professional Officer		Society & College of Radiographers
Valerie Asemah (VA)	Minutes		Society & College of Radiographers
Observers:			

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Apologies:

Rayjanah Allie (RA)	Advisory	Radiographer	University College Hospital
Frances Hogg (FH)	IPEM Liaison		IPEM
Nick Gulliver (NG)	BNMS Liaison		BNMS
Sai Han (SH)	Royal College of Physician - Advisory	Nuclear Medicine Physician	Gartnavel General Hospital
David Jones (DJ)	Advisory	Principal Radiographer	BCUHB, Wales
Clare Moody (CM)	ARSAC Representative – Advisory	Radiographer	Royal Victoria Infirmary
Vas Nevrides (VN)	UK Council	UK Council	Kings College Hospital
David Williams (DW)	Advisory	Superintendent Radiographer	Queen Alexandra Hospital

1. WELCOME AND INTRODUCTION OF NEW MEMBERS

1.1 The Chair welcomed everyone to this extraordinary meeting and round table introductions were made.

2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from Rayjanah Allie, Frances Hogg, Nick Gulliver, Sai Han, David Jones, Clare Moody, Vas Nevrides and David Williams.

3. MINUTES OF PREVIOUS MEETING

3.1 The minutes from the meeting held on 6th November 2019, were signed off remotely, as a true and accurate record.

4. REVIEW OF ACTIONS LOG (PREVIOUS MINUTES)

Outstanding Actions: (To be discussed at the next meeting)

Item No.	Description	Owner	Due Date	Status
4.1	New Meetings template to be sent to VA to populate a draft and SJ to share as an example for approval.	AM & SJ	15-04-2019	Completed
5.1	PET MR: JT volunteered to take forward work and support Marius Mada, more volunteers may be required as the work develops. Discussed on Main Agenda 06-11-2019	JT & AM	15-04-2019	Completed
5.1.6	Imaging & Therapy Practice Editorial Board need more members to review articles. A proposal is being put forward that all advisory groups be involved in this process. Group felt this was a very good idea and were happy to be involved. SJ will keep group updated as to when they would start reviewing articles. – UPDATE – Articles will be circulated to NMMAG as needed for review	SJ & Group	19-03-2019	Completed
7.0	CM to share ARSAC report with VA	CM	31-03-2019	Completed
8.1	IPEM to be added as a standard agenda item for future meetings.	VA	06-11-2019	Completed
8.2	FH to provide update on matters of interest at the next meeting	FH	06-11-2019	Completed
9	Pause and Check: Group members at the meeting approved the pause and check leaflet IR(ME)R Operator checklist for Molecular Imaging Procedures (Nuclear Medicine and PET-CT/MR). Pending other member's agreement this is now ready to be published. AM will then send final proof to SJ for publication. - UPDATE- This was shared and agreed pre meeting but further suggestions have been provided. SJ & AM to support the group to finalise on a new split version of pause and check 1)- Image Acquisition 2) Administration of Radioisotopes	AM & SJ	19-03-2018	Completed
9.1	Individual photos in a standardised format were taken for upload to the NMAG page. A group photo also taken – AM to share	AM	09-5-2019	Completed
9.2	SJ requests links to articles and latest news items for inclusion on the webpage to be forwarded by the group. – Also now a standing agenda item	Group	31-03-2019	Completed

9.3	Synapse folder to be created to upload articles and links for the webpages.	VA	31-03-2019	Completed
10.1	NMMAG Work plan 2018: Group thanked for their contributions to the work of NMMAG. VA to tidy up Group Member Proforma and add to Synapse for group to use.	VA	29-03-2019	Completed
11.2	NMMAG to promote the Nov NMMAG Study Day (Main Agenda 06/11/19)	Group	Ongoing	Completed
12.1	Pause and Check: See ongoing action 9.0 above. SJ & AM to support the group to finalise on a new split version of pause and check 1)- Image Acquisition 2) Administration of Radioisotopes	SJ	19-03-2019	Completed
12.2	Request made to have pause and check published in the Welsh language. SJ to follow up	SJ	19-03-2019	Completed
14.2	Radioisotope Supply Post Brexit: BNMS letter was publicised via SCoR members and SJ feedback to the CEO (Richard Evans) and UK Council and it was agreed that a practical document for radiographers and technologists is needed. DJ will draft a document and upload to Synapse for comment. – Update awaiting for Brexit outcome before drafting guidance 06-11-2019	DJ	15-05-2019	Ongoing
15.1	Carers and Comforters: Following a 2 day IRMER Inspection of an NMMAG member's department for nuclear medicine it was agreed that carers and comforters who go into exposure areas should not be classed as members of the public. Detailed guidance is needed and following discussion, SJ agreed to feed this discussion to Maria Murray (Professional officer for Scotland and UK Radiation Protection Lead) for further progress. Update: jointly developed national document being written and comforters and carers will be included in this.	SJ	15-05-2019	Completed
15.1.1	VA tasked with creating a folder on Synapse – Radioisotopes Brexit and Service User Hints and Tips will be drafted and NMMAG members will contribute and build the documents.	VA & Group	Ongoing	Folder Complete - Guidance to be added

4.1 MATTERS ARISING

There were no matters arising.

5. GENERAL DISCUSSION

- 5.1 There was a discussion around COVID-19 and what Imaging Centres are doing to manage day to day. AM indicated, as an example, that all public areas in her workplace have restricted access. Further consideration to suggestions such as removal of magazines and placement of single use patient information leaflets in these restricted areas. The group went on to share ideas for good practice and discussed what, if anything can this group can do or indeed the SCoR. Following further discussion, it was agreed that it would be a good idea to put together a document with 'hints and tips' which could provide further guidance.
- 5.2 Encouraging everyone to use other forms of communication such as phone and email can reduce footfall in clinical areas.
- 5.3 AM suggested that major incident planning should be instigated as required.
- 5.5 TB told the group that his nuclear medicine department staff are being redeployed. Government may say that we should ignore targets. Radiopharmaceuticals may be a concern – nothing from large suppliers at present. Isotope could be difficult quite quickly.
- 5.6 Bookings are still being taken for scans, but it has been noted that local departments in Kent have stopped routine outpatient appointments.
- 5.7 AM told the group that CT and PET Scans are being performed for emergencies only in her area, and any suggestions as to managing cases would be appreciated.
- Minimise documents coming from home to reduce risk of infection
 - Any documents going straight into confidential waste as soon as possible
- 5.8 It was agreed that a discussion document for hints and tips would be shared as via email for final addition to a dedicated webpage.

ACTION: SJ, VA & Group

- 5.9 SS stated that a reduced service is being run in her nuclear medicine department. Some of them are buddying up with radiographers in CT.
- 5.10 JW informed the group that her trust are not starting any new patients and that there will be a reduced service. They are currently working out a rota for home working. JW will be working out system management, work protocols and accreditation work. A discussion followed on what else does SCoR need to put out for members.
- 5.11 Appropriate actions are quite variable; lots of people cannot work at home. High risk work – what is this? It is very hard to determine which work is high risk.
- 5.12 The group discussed a recently returned member who had let their registration lapsed. If they have to go back into work what do, they have to do? It is up to the local employers. Same process - having to be careful about who you are bringing back. Returnees will have to listen to local employer's advice.
- 5.13 Vulnerable people – no clinical face to face; chat with GPs. Change asthmatic worker to a different area, are all suggestions. Occupation health advice appears to be poor, most of them are swamped with queries. SJ felt that NMMAG could help with this function and she will enquire as to whether we can define high risk work.
- 5.14 Pull together a hints, tips and guidance around vulnerable workers. **ACTION: SJ**

6. HEALTH BUILDING NOTE 06-01

- 6.1 This will impact on work for the future.

7. OBSERVERS REPORTS (issues relevant to the NMMAG)

- 7.1 ARSAC Report – There was no report from CM.

7.2 BNMS Report – NG was unable to take part in the meeting but produced a report – please see attached a report.

7.3 IPEM Report – FH was unable to take part in the meeting but produced a report – please see attached report.

7.4 RCP Report – There was no report from SH.

8. ANY OTHER BUSINESS

8.1 There was no other business.

9. DATE OF FUTURE MEETINGS

9.1 The dates of future meetings have been confirmed as:

- Tuesday 10th November 2020

Meeting Actions Log (To be discussed at the next meeting)

Actions

Item No.	Description	Owner	Due Date	Status
14.2	Radioisotope Supply Post Brexit: BNMS letter was publicised via SCoR members and SJ feedback to the CEO (Richard Evans) and UK Council and it was agreed that a practical document for radiographers and technologists is needed. DJ will draft a document and upload to Synapse for comment.	DJ	15-05-2019	Ongoing
5.8	COVID-19 Hints and tips for the NM and MI setting – All to feedback suggestions to be updated on the relevant SOR page.	All	ASAP (April 2020)	

5.14	COVID -19 Guidance for vulnerable workers	SJ	ASAP	
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Date of Next Meeting:

- Tuesday 10th November 2020 – 11.00am

Future Meetings:

- Tuesday 16th March 2021
- Thursday 11th November 2021

Conferences & Events Dates for the diary:

BNMS Spring ACC Liverpool May 18th – 20th 2020

UK Imaging and Oncology conference 1st – 3rd June 2020. ACC Liverpool

EANM 33rd Annual Congress of the European Association of Nuclear Medicine
 October 17th – 21st, 2020
 Vienna, Austria