Chief Executive Officer
Richard Evans OBE

MINUTES OF THE RADIOGRAPHIC INFORMATICS GROUP (RIG) HELD ON TUESDAY 21st MARCH 2017, AT THE OFFICES OF THE SOCIETY OF RADIOGRAPHERS, 207 PROVIDENCE SQUARE, LONDON SE1 2EW

PRESENT:
Douglas Aitken {DA}
David Birchmore {DB}
Sarah Booth {SB}
William Cox {WC}
Moira Crotty {MC}
David Driver {DD}
Julie Moss {JM}
Barry O'Hara {BH}
Anant Patel {A1}
Alexander Peck {A2}
Andrew Powell {AO}
Ian Rowe {IR}

IN ATTENDANCE:
Valerie Asemah {VA} {minutes}
Kevin Tucker {KT}

1. WELCOME AND INTRODUCTION

1.1 A2 welcomed everyone to the meeting and round table introductions were made, but especially for the benefit of guest Kathryn Moyse from the Royal College of Speech and Language Therapists.

2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from Ian Arrowsmith, Steve Herring and Leslie Robinson.

3. MINUTES OF PREVIOUS MEETNG

3.1 The minutes of the meeting held on 5th October 2016, were approved as a true and accurate record.

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4. GROUP FOCUS & TASK REVIEWS

4.1 Website Updates – KT updated the group informing them that SCoR is currently awaiting the start of the new Knowledge Manager. There are a number of new documents being created and they will need to be seen by UK Council before being launched. In the meantime, A1 will be dealing with any website issues.

4.2 Twitter & SoMe – LR was unavailable to attend today's meeting so hence no update. KT will find out if the latest document LR was working on is the current one on the website. It was noted that our Trade Union Industrial Relations colleagues wish to edit the social media guidance as a result of recent HCPC cases. KT will upload the amendments to Synapse for comment, before seeking SCoR Council approval.

ACTION: KT

4.3 Member Guidance:
Patient/relatives filming maternity US/sonographers – JM gave an update and following discussion it was queried whether the 2014 SCoR guidelines are still applicable. It was felt that these need update. The consensus is that it is a major irritation in Trusts and guidance would be welcome. In Northern Ireland video taking is not allowed in the room during obstetric scans, whilst in Scotland fetal sexing is not offering in some regions which has contributed to the problem. You need to buy a further scan as a private patient instead. It was agreed that there is a need to change the public's view on what scans are for. JM will review the current document and reissue.

ACTION: JM

4.4 Patient/relatives taking photographs of images from screens – A1 updated the group on the issue of clearing patient's records on screen. People need and want guidance. It was felt that baseline guidance from this group would help patients. Following discussion, it was agreed that DA would send A2 an anonymised copy of his local staff guidance on "Pictures and Privacy on Social Media" for Synapse, to include things you need to do as a radiographer to protect yourself, and A1 would upload. KT and VA to provide format.

ACTION: DA, A1, KT & VA

4.5 Patients filming staff in anger/during complaints – IR gave an update informing the group that although there is an NHS document which provides good guidance, it appears that there is still a great need for clarification. Hospitals are not public areas, only public access and patients do not have the automatic right to any image. Lots of clarity is needed as this appears to be a very unclear area. A1 will put document on Synapse for all to see and refer to. It was felt that an overarching document would be most appropriate. It was agreed that the first draft will be ready by the next meeting.

ACTION: IR

4.6 Unreported studies risk for Reporting Radiographers – A1 informed the group that a project is being done on the number of reporting radiographers which are low in Trust, and who is responsible for the filtered worklists when the radiographer is off sick or unable to report because of other duty allocation. SB reported that she had a look at the existing policy on how plain film reporting is done and felt that service managers and clinical directors should be the ones to update this, but she will produce a short piece, in the first instance. Note: in some Trusts, volumes can reach 50% of plain film imaging being carried out by non-medical practitioners and the radiographer reporting is then often outsourced if it cannot be reported in-house.

ACTION: SB

4.7 General Nursing (non-practitioners)/ward staff no need for PACS login – DA agreed to add a section on training and generic accounts to his draft Guidance on "User Access to PACS" document and forward to A2. A1 will anonymise and post DA policy on Synapse for the group to view.

ACTION: A1

4.8 Safe Resourcing of a Diagnostic Informatics service – A1 informed the group that he had taken this piece from IA only recently. This will consider the capacity (number of staff) in a PACS team & the tasks they perform (centralised task list).

ACTION: A1

4.9 Safe resourcing of a Therapy Informatics service - DD updated the group and queried who would find this guidance useful and following discussion it was agreed that he would instead concentrate on producing a document around 30 –year record / data retention.

ACTION: DD

4.10 SNOMED Guidance – MC will forward a copy of this to the group.

ACTION: MC

4.11 IR's notes submitted to this meeting agreed to be a good starting point for this piece - Ian to develop into one page article suitable for Synergy News on 'What is SNOMED CT'?

ACTION: IA

4.12 All agreed to have finished items uploaded to Synapse for review prior to the October 2017 Meeting.

ACTION: All

5. UKRC 2017 UPDATE

5.1 A2 updated the group.

6. UKRC 2018 PLANNING

6.1 A2 updated the group. Sessions are being cut. WC to hold shadow role. WC put in a request for help to identify chairs and speakers and he is also looking for any suggestions/ideas please.

6.1.2 Topics identified so far were listed as:

- Big Data
- PACS for Radiotherapy Services
- Radiotherapy Networking & its Relationship with PACS
- Emerging Technologies

WC will put these ideas on Synapse and post updates.

ACTION: WC

7. BRITISH INSTITUTE OF RADIOLOGY SIG - Update

7.1 KT updated the group. He is not sure where this group is going but we should know more after next Thursday's meeting. New chair is Vijay Jayaram.

8. RCR SIG - Update

8.1 MC updated the group, but there was nothing much to report. The main topics considered were teaching databases and CDS (and the development of iRefer). Group will be kept updated.

9. UPDATE OF UNDERGRADUATE CURRICULUM GUIDELINES ON IM&T

9.1 To note that this has been done and A2 will upload to Synapse for the group to see, before it goes to UK Council.

ACTION: A2

10. RADIOGRAPHER INFORMATICS CAREER PROGRESSION TALK

10.1 A2 informed the group that he has been asked to speak at this conference – a 30 minute talk on: Qualifications for PACS Managers; structure of a PACS team; support from professional organisations. Is there anything else the group would like to see included?

11. FUTURE PUBLICATIONS

11.1 A2 updated the group.

12. ARTIFICIAL INTELLIGENCE & PAPER

12.1 KT updated the group on this issue and informed them that he is currently finishing off a paper on this which he will tidy up and upload to Synapse.

ACTION: KT

13. eREFERRALS STAKELHOLDER DESIGN COUNCIL FOR ENGLAND

13.1 A1 updated the group and it was noted that IR will assist him with the producing of a webinar.

14. AHP TASK AND FINISH GROUPS

14.1 KT gave an update.

Detail had been posted to Synapse previously. KT looked for volunteers to contribute to this work. Group likely to meet 6 times a year with consists of face to face meetings, email and telephone conferencing.

14.2 Information in Research: This group meets 6 times a year and DA volunteered to help out here.

ACTION: DA

14.3 Information Governance: A2 will assist on this one.

ACTION: A2

14.4 Data Set: MC and A1 will assist on this one.

ACTION: MC & A1

14.5 Digital Care Records: A1 will assist here.

ACTION: A1

15. ANY OTHER BUSINESS inc. QUESTIONS FROM WORKFORCE

15.1 A1 – Testing of Solutions. There appears to be a lack of knowledge in the profession. A1 gets many requests for advice. More will therefore be included in upcoming publications.

15.2 Cyber Security – A1 spoke on the dangers of cyberattacks and recent events, saying that everyone should be aware of this when they are using the internet. MC will ask her cybersecurity division about their policies.

15.3 Google Campus invitation – KT informed the group that no one attended.

15.4 Synapse – A2 advised the group to respond to correspondence chains by logging into Synapse rather than replying via email.

15.5 National Imaging Roadshows – The Image Exchange Portal (IEP) have held roadshows in London, Liverpool, Bristol and Newcastle.

Questions resulting:

a) When to encrypt CDs Ref: David Nicholson letter March 2010;
b) Pricing of export requests – ICO examples confusing, IM+T group guidance needed;
c) Pts taking photographs of A&E / US images – very common, guidance requested;
d) As 15.6 below.

15.6 Curriculum – There was a question as to who is responsible for their systems risk training for PACS managers.

16. DATES OF FUTURE MEETINGS

16.1 The dates of future meetings were agreed as:

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