



**MINUTES OF THE ULTRASOUND ADVISORY GROUP HELD ON THURSDAY 19<sup>TH</sup> MARCH 2009,  
AT THE OFFICES OF THE SOCIETY OF RADIOGRAPHERS, 207 PROVIDENCE SQUARE,  
LONDON SE1 2EW**

**PRESENT:**

Julie Burnage {JB}  
Trish Chudleigh {TC}  
Anne-Marie Dixon {AMD}  
Gill Dolbear {GD} {Chair}  
Regina Fernando {RF}  
Vivien Gibbs {VG}  
Gerry Johnson {GJ}  
Rosemary Kelso {RK}  
Pauline Kilbourn {PK}  
Rosemary Lee {RL}  
Crispian Oates {CO}  
Rita Phillips {RP}  
Wendy Williams {WW}  
Lisa Wright {LW}

**IN ATTENDANCE:**

Audrey Paterson {AP}  
Nigel Thomson {NT}  
Valerie Asemah {VA} {Minutes}

**1. WELCOME AND INTRODUCTION**

- 1.1 The chair welcomed everyone to the meeting. New members from UKAS who have become part of this group were warmly welcomed. Brief introductions were made.
- 1.2 It was noted that Elaine Watt has resigned from the group for personal reasons. AP will send her a letter thanking her for her contribution to the group.

***ACTION: AP***

**2. APOLOGIES FOR ABSENCE**

- 2.1 Apologies for absence were received from Jean Carter, Elizabeth Chapman and Janis Martin.

**3. MINUTES OF THE PREVIOUS MEETING HELD ON 20<sup>TH</sup> NOVEMBER 2008**

- 3.1 Subject to the amendment of typographical errors the minutes of the meeting held on 20<sup>th</sup> November 2008 were approved as a true and accurate record.

**4. MATTERS ARISING OTHERWISE NOT ON THE AGENDA**

**4.1 Patient Liaison Group *minute 4.1***

It was noted that the Patient Liaison Group (PLG) meets on a 6 monthly basis. The UAG will indicate when it would be helpful for the PLG to comment on any issues.

4.2 NHS Fetal Anomaly Screening Programme for England Update *minute 4.2*

It was noted that the final draft of the 18w to 20w 6d fetal anomaly scan proposals had been circulated to the group and are also available on the website. Comments from the group should be forwarded to NT by 31<sup>st</sup> March, but anyone preferring to respond direct should do so by 6<sup>th</sup> April 2009.

***ACTION: GROUP***

4.3 Extended Hours under Agenda for Change *minute 81*

At the last meeting it was agreed that NT would speak to Lyn Wigley (Health and Safety Officer) for advice on extended day working (in relation to AFC) and the impact on work related musculoskeletal disorders. NT reported that guidance on breaks is as described in the Working Time Regulations but managers and sonographers should also be taking account of published SCoR advice on musculo-skeletal disorders. Specific Health and Safety advice should be sought as required. There are documents relating to this in the document library section of the website.

4.4 SHA Funding for Sonographer Training *minute 10.1*

It was agreed at the last meeting that AP would speak with Ann Tonks (AT) to obtain information on West Midlands SHA proposals for sonographer training. AP reported that the SCoR has been in contact with AT and that the West Midlands initiative may be very helpful as a model for other SHA's. It may be possible to have these details placed on the website.

4.5 Abdominal Aortic Aneurysm (AAA) Screening *minute 12.1*

AMP and CO reported that they attended a meeting in London earlier this week and the programme is progressing well. The meeting was chaired by Jonathan Earnshaw and a range of issues were discussed. It was noted that Anne Stephenson is the Programme Head. Training has been completed and within the next week six pilot sites will go live. It was noted that five out of the six sites are already offering AAA Screening.

More work is to be done on quality assurance and a pressing issue will be aortic diameter measurements as there are still matters to be clarified. The quality assurance working group associated with the programme are doing more work on this.

4.6 NT informed the group that in January 2009 the SCoR officer's spring- cleaned the website and articles and links are now up-to-date. NT went on to inform the group that the Ultrasound Advisory Group section has been expanded.

**5. REVIEW OF TERMS OF REFERENCE OF UAG**

5.1 The group discussed the Terms of Reference for the UAG which need updating. It was noted that AMP makes recommendations to Council annually with regards to the composition of advisory groups. It was agreed that NT will amend the current Terms of Reference and circulate to the group for any further comments. VA to create a list to reflect when members have served their 4 years on the group.

***ACTION: NT, VA & GROUP***

## **6. UKAS STUDY DAY**

- 6.1 AMP reported that UKAS had been planning a study day before the merger of the two organisations. It was agreed that this should be held in early September and a programme needs to be finalised. It was noted that the meeting may be held in Leeds. Selected members of the group will get together with the SCoR conference department to discuss dates and other issues. AMP will liaise with Claire Brown of the SCoR conferences department and ask her to contact Trish Chudleigh.

***ACTION: AMP & TC***

## **7. 'SCOPE OF PRACTICE IN ULTRASOUND' DOCUMENT - UPDATE**

- 7.1 NT gave an update and it was noted that this document was started by Rita Phillips (when she worked for the SCoR) and continued by him. The group will be asked to review what will hopefully be the final draft and send any comments back to NT by the end of April 2009. It was agreed that sections of the document that were new or substantially new would be highlighted instead of using 'track changes'. The document will be presented to Council in June 2009 and if accepted will be professionally proof read and placed on the web site.

***ACTION: NT & GROUP***

## **8. DRAFT STATEMENT ON CONDUCT & ETHICS**

- 8.1 NT presented a proposed statement on professional conduct which will form part of the 'Scope of Practice in Ultrasound' document for discussion. The group considered the wording of the document and gave their comments. It will also be circulated to the group as part of the final draft of item 7 above. The Chief Medical Officer's advice on ultrasound exposures was discussed. If a sonographer is able to be registered with a regulatory body they should be. NT stated that sonographers should aim to be on the voluntary ultrasound register. The SCoR indemnity insurance was discussed. Members are covered for self-referrals providing a range of criteria are met but not for social scanning. It was agreed that once comments are back AMP and NT will work together on finalising.

***ACTION: AMP & NT***

## **9. CAROTID ULTRASOUND**

- 9.1 CO informed the group that the report 'Joint recommendations for reporting carotid ultrasound investigations in the United Kingdom' has now been published. CO led a discussion on how these reporting recommendations are being implemented across the country. A link to the document will be placed on the website. There was also a discussion on staffing concerns related to the increased workload brought on by the TIA referral criteria, including the media advertising of the symptoms of TIA and the move to provide weekend cover if that is pressed forward. This will also be raised with Richard Evans (SCoR CEO) who is on the National Imaging Board. CO stated that he would also try to provide an update/article for Synergy.

***ACTION: AMP, CO & NT***

**10. FETAL MEDICINE FOUNDATION ACCREDITATION AND RE-ACCREDITATION FOR NUCHAL TRANSLUCENCY MEASUREMENT**

- 10.1 NT opened a discussion on the new web-based Fetal Medicine Foundation (FMF) programme for Nuchal Translucency accreditation and re-accreditation. He asked if any members of the group had any experience yet with submitting images electronically for review. The FMF are also offering other web-based programmes, many of which are very helpful. There were some concerns with the quality assurance aspects of Nuchal Translucency and the Down's Syndrome Screening Programme. AMP has been involved in correspondence on this issue with Pat Ward and will take this forward with TC. NT pointed out that Questions and Answers relating to Nuchal Translucency accreditation were on the FASP website.

*ACTION: AMP & TC*

**11. RESEARCH, CONSULTANT & IM&T GROUPS OF THE SCoR**

- 11.1 NT informed the new members about the various groups of the Society such as the Consultant Radiographers network. This is open to anyone who is a Consultant to join. The other two groups are Research and IM&T. The Research group is very active and successful especially on the radiotherapy front; but less active on the diagnostic front. UAG members who would like to join one of these groups should contact AMP or NT.

*ACTION: GROUP*

**12. RECENT CONSULTATIONS**

- 12.1 NT updated the group on recent consultations and noted that SCoR feedback on public consultations should be visible. Where possible the SCoR response to consultations will be posted on the website. It was noted that NICE tended to select doctors and nurses rather than AHPs for their panels. The SCoR is encouraging its members to apply to join these panels; this would of course also include members of groups such as the UAG.

**13. EXPERT WITNESSES**

- 13.1 NT reported that the database for expert witnesses is being reviewed and needs to be as up-to-date and current as possible. If the group knows of anyone who would be interested in becoming an expert witness then please contact him directly. This database needs to be made up of a group of experienced sonographers with high standards of competence and a broad spectrum of knowledge and ability. A study day may be held in the future, TC agreed to contribute to this as she has considerable experience as an expert witness.

*ACTION: AMP & NMT*

**14. RE-BANDING AT GOOD HOPE HOSPITAL, BIRMINGHAM**

- 14.1 NT drew the attention of the group to an article which was published in March's Synergy News with regard to sonographers at Good Hope Hospital who have been re-banded to 8A. A letter had been written to Synergy News by a sonographer regarding this and a reply will be published along with it in April's Synergy News.

## **15. CORRESPONDENCE GROUP ALLIED TO THE UAG (PROPOSAL)**

- 15.1 NT asked the group if they would consider creating a correspondence group similar to the ones currently used by Society groups under Rachel Harris's {RH} remit such as the consultants, research and IM&T. This will encourage and enable more people to contribute to sonographer issues. Due to size constraints and the need to cover a wide range of activities we unfortunately cannot offer a place to all who would like to serve. Following discussion it was agreed that NT will obtain more details from RH on exactly how this operates and feedback to the group.

***ACTION:** NT*

## **16. WEBSITE UPDATE**

- 16.1 It was noted that the SCoR is currently awaiting a new platform which will allow more flexibility and that BMUS launched its new website on 16<sup>th</sup> March 2009.

## **17. ANY OTHER BUSINESS**

- 17.1 CASE: RL updated the group on the CASE meeting which was held recently and one of the issues was the fact that it has lost one of its parent organisations. The CASE memorandum of agreement needs to be more straightforward and a range of standard operating procedures needs to be in place. It was noted that there will be a slight increase in fees to be paid by the parent bodies. To note also that the outcome of the merger between UKAS and the SCoR is on course and being managed well.
- 17.2 RF asked for clarification on the 18w to 20w 6d draft screening proposals, especially as it seems that the aim of the document is to achieve the 'minimum standards' and this was a cause for concern. There was subsequent group discussion on these proposals that have also been circulated to the group for formal comment (Ref: 4.2 above).
- 17.3 Sonographer regulation: There is nothing further to report to date as this is still with the HPC. A decision was expected by the end of March.
- 17.4 BMUS meeting: There will be a meeting between SCoR and BMUS on 27/4/2009 at SCoR HQ.
- 17.5 New consultation from NICE on thromboembolism – CO will have a look at this document. Also update on insurance situation for SVT provided by AMP, it was noted that correspondence was sent out yesterday following the CEO/Directors meeting.

## **18. DATE OF NEXT MEETING**

- 18.1 The following dates were agreed:

- Thursday 16<sup>th</sup> July 2009 commencing at 1.00pm (with lunch at 12.30pm)
- Thursday 26<sup>th</sup> November 2009 commencing at 1.00pm (with lunch at 12.30pm)