

**MINUTES OF THE RADIOGRAPHIC INFORMATICS GROUP (RIG) HELD ON
WEDNESDAY 5th OCTOBER 2016, 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}
Moirra Crotty {MC}
Alexander Peck {A2}
Andrew Powell {AO}
Leslie Robinson {LR}

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

1. WELCOME & INTRODUCTION

- 1.1 A2 welcomed everyone to the meeting and round table introductions were made, but especially for the benefit of new members Sarah Booth and William Cox.
- 1.2 To note that Chris Hayre who joined the group in 2014 has only attended one meeting to date. Despite several attempts at correspondence he has not responded or attended any further meetings. It was agreed that he would be removed from the group and informed of the decision. VA to draft a letter.

ACTION: VA

- 1.3 AP2 updated the group on Michael Davies.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from Ian Arrowsmith, David Driver, Steve Herring, Julie Moss, Barry O'Hara, Anant Patel and Ian Rowe.

3. PUBLICATION REVIEW

- 3.1 A2 provided updates. In 2015 this group decided to write a series of informatics articles for Synergy News. The series developed to the point where the group was commissioned to write a new text book on Informatics. There is a team of around 20 involved and RIG's input has been invaluable. As a consequence, the articles originally intended for Synergy News will be rewritten to tie in with the new book and published in a special edition of Imaging and Therapy Practice in April 2018.

As the book is a product of the groups work, it was agreed that members would further assist in proof reading the book after this meeting closes.

4. MINUTES OF PREVIOUS MEETING

- 4.1 The minutes of the meeting held on 9th March 2016, were approved as a true and accurate record.
- 4.2 At the last meeting it was agreed that KT would upload the Informatics Strategy to Synapse for group information but he has only just received the final draft which he will upload to Synapse for comment. He will be attending a NAPHIST meeting on 12th October so all comments back before then please.

ACTION: ALL

5. CHAIR AND VICE CHAIR APPOINTMENTS

- 5.1 Alexander Peck has been elected into the role of Chair with Moira Crotty assisting in the role of Vice Chair. This was unanimously agreed by the group members.

6. UKRC 2016 FEEDBACK

- 6.1 A2 updated the group. UKRC will change after 2018; the Royal College of Radiologists (RCR) will be leading it from 2019. From then on the venue will be Liverpool and there will also be a name change.
- 6.1.2 The structure was changed this year along with programme times. It was noted that the first sessions were generally poorly attended by Radiographers as they began earlier than previous years. Comments received on sessions were positive although there were specific issues.

7. UKRC 2017 PLANNING

- 7.1 A2 updated the group. The Informatics sessions have been stripped from 7 sessions to only 2.
- 7.1.1 A1, A2 and KT have been elected to remain in post organising the Informatics Stream at UKRC for the next two years – 2017 and 2018. They are now looking for suggestions for successors for both A1 and A2 in the Informatics Vice-President position and for A1 in the Working Party position to put forward.
- 7.1.2 These proposals will be presented to the UKRC committee in December, and if successful those elected will be invited to shadow A1 and A2 for UKRC 2018 and then lead on from 2019. To note: no work for them next year 2017.
- 7.1.3 It is imperative to be aware that if we do not present successors, we are likely to no longer be offered the opportunity to present at UKRC in the future. So please do apply.

Post meeting note: William Cox expressed an interest in stepping into A1 role and LR has recommended Dr Andrew England from Salford to take on A2 role

8. UPDATE FROM BRITISH INSTITUTE OF RADIOLOGY SIG

8.1 A2 updated the group.

To date no progress has been made and no one is using the communication tool, so no update from the BIR SIG. A1 and A2 will attend the next meeting in November and report back to the group.

ACTION: A1 & A2

9. UPDATE FROM BCS STANDARDS SCOPING EXERCISE

9.1 A2 updated the group.

To note that no other AHPs attended this meeting. A report is due before April 2017 and it will be written from an IT perspective. A2 will chase author for an update and inform the group.

ACTION: A2

10. UPDATE FROM RCR RADIOLOGY INFORMATICS COMMITTEE

10.1 MC updated the group.

There was quite a lot of discussion although not related to radiographers. There was a proposal around local teaching archives which the RCR would like to eradicate and propose other principles, such as amalgamating all archives into one. Following discussion KT agreed to pass Phil Wardle's contact details to MC to get in touch with him.

10.2 The second discussion was around reporting clinicians and peer review – a continuous learning proposal to improve quality. The idea would be for clinicians to feedback comments on the report received ('well reported' or 'this is the patient outcome'). The RCR are hoping to encourage manufacturers to incorporate/develop an automatic RIS based messaging system to help achieve this.

10.3 The RCR also intend to drive RIS developers to incorporate more sophisticated business data analysis software into their systems.

11. UPDATE OF UNDERGRADUATE CURRICULUM GUIDELINES ON IM&T

11.1 LR updated the group.

The Curriculum Guidelines has been updated with people's comments and thanks given to those who contributed. Therapy view is missing and needs to be filled before the document goes to press. In regard to the glossary A2 will provide this. A2 to also complete sections 4 and 5 of the document. It is hoped that this document will be signed off at the next meeting.

ACTION: A2

12. UPDATE: RCN VIEWPOINT ON NURSES BEING GIVEN ACCESS TO PACS

12.1 LR and A2 updated the group.

This topic originated two years ago when the question was asked of A2 & KT in regard to nurses being given access to PACS. To note that this issue will be subsumed into the guidance notes as a group task and is now closed here.

13. GROUP FOCUS & TASKS FOR 2017

13.1 A2 and KT updated the group.

Following discussion around tasks for next year it was agreed that each member of the group should have a specific task – one output suited to their skills for 2017 period (updates on these provided March 2017 and finished in October 2017) so that the group continues to deliver benefit on the investment given by the members in funding it.

There was also discussion around what to do if relatives are filming radiographers whilst they are working. Is this a litigation risk for radiographers?

13.1.2 It was noted that a group member need to take responsibility for maintaining the group's web pages. It was agreed that A2 would put a list of potential tasks on Synapse and members could then choose a topic of interest or suggest additional tasks.

ACTION: ALL

14. ANY OTHER BUSINESS

14.1 LR informed the group that a social media study day hosted by SCoR is to be held on 6th April 2017 in Manchester. LR is the key organiser. It is hoped that members from this group would attend.

15. DATES OF FUTURE MEETINGS

15.1 The dates of future meetings were agreed as:

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