

Chief Executive Officer
Richard Evans OBE



CoR
THE COLLEGE OF
RADIOGRAPHERS

**MINUTES OF THE RADIOTHERAPY ADVISORY GROUP (RAG) HELD ON
WEDNESDAY 18th OCTOBER 2017, AT THE OFFICES OF THE SOCIETY OF
RADIOGRAPHERS, 207 PROVIDENCE SQUARE, LONDON, SE1 2EW**

PRESENT:

- Laura Allington {LA}
- Geri Briggs {GB}
- Mark Gilham {MG}
- Lucie Hodge {LH}
- Paula Horne {PH}
- Daniel Hutton {DH}
- Kate Love {KL}
- Rebecca Lynn {RL}
- Julie Massey {JM}
- Helen White {HW}
- Chris Woodgate {CW} {Guest}

IN ATTENDANCE:

- Valerie Asemah {VA} {Minutes}
- Spencer Goodman {SG}

1. WELCOME

- 1.1 The Chair welcomed everyone to the meeting and round table introductions were made.
- 1.2 SG chaired the meeting today and explained to the group that the usual Chair was unable to be here today as she was at a Council Strategy Day. She passed on her apologies.
- 1.3 SG reminded the group that a Vice Chair is needed. He also pointed out where the fire exits were in case of an emergency.
- 1.4 Apologies for Absence:

Apologies for absence were received from Charlotte Beardmore, Stephanie Bell, Ricardo Khine, Dora Meikle, Kevin Sullivan and Ryan Yeo.
- 1.5 Apologies were also received from the following Council members; Sheila Hassan, Gill Hodges and Karen Smith, as they had to attend a Strategy Day.

2. MINUTES OF THE PREVIOUS MEETING HELD ON 16th MAY 2017

- 2.1 The minutes of the meeting held on 16th May 2017, were approved as a true and accurate record.

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2.2 Matters arising from the meeting held on 16th May 2017 and not covered elsewhere:

2.2.1 Artificial Intelligence (minute 11.1) – At the last meeting SG had presented a document on artificial intelligence on which the SCoR Council showed concern. SG has since give feedback to Council. The group discussed whether a radiotherapy statement around artificial intelligence was necessary.

ACTION: SG

3. RT BOARD – MOST RECENT MEETING

3.1 SG who attended the last meeting gave an update to the group. SG sits on the board as a delegate on behalf of Charlotte Beardmore {CB}. There was discussion around transparency of the board. It was reiterated that there will be two sets of minutes; a public version and the other version for select members only.

3.1.2 The Radiotherapy Board has been approached by the British Institute of Radiology {BIR} and all felt that this was a positive move going forward. All three organisations (SCoR, IPeM, RCR) are looking at geographical errors output. Output is the big issue now. The RCR is keen for all unscheduled gaps to be reviewed. Service managers input is crucial and it was suggest that PH and MG from this group participate.

3.1.3 PHE gave an update on the radiotherapy dataset. The initial view of the RT target volume and peer review. There was an update on the proton service also. The minutes have been emailed to JB for approval and they will be distributed soon.

3.1.4 To note that the RT Board has a stand at the Britain against Cancer where Jeremy Hunt and Simon Stevens will be in attendance. HEE Advanced Practice Project – 16th November 2017 where Sue Williams. Chair of the Consultant Radiographers Advisory Group (CRAG) will be in attendance. This will be aligned to the 4 core domains of practice.

4. NHS ENGLAND – RADIO THERAPY CRG UPDATE

4.1 SG gave an update.

5. REPORT FROM UK RADIO THERAPY MANAGERS GROUP

5.1 PH updated the group and informed them that there was a huge amount of discussion around the role of the Assistant Practitioner (AP), with special emphasis on whether the 4 Tier Structure needed updating or is it still fit for purpose. There was concern, as it appeared that APs are moving on to become radiographers and they are not being replaced, and no AP courses are being run. The Apprenticeship roles are being looked at now and seems to be attracting a cohort of people who do not have the formal qualifications to apply as a radiographers.

5.1.2 It was reiterated that the 4 Tier structure was a government initiative and not SCoR.

5.1.3 Following further discussion RAG advises that this issue surrounding APs be reviewed after apprenticeships are up and running and it was recommended that the framework be reviewed in light of new developments.

ACTION: SG

- 5.1.4 PH also stated that there was a query around staffing levels and SG reminded the group that RAG did a large piece of work on Workforce (led by Sarah James) and although there was lots of data there was no definitive stance. How do we now review this piece of work with such variable data? Following discussion it was thought that the methodology is worth sharing and services should be asked to benchmark against the linacs recommendations. It was agreed that SG write up the methodology showing how it came about and then PH will take it back to the managers meeting for debate.

ACTION: SG & PH

- 5.1.5 Hyper fractionation – there was a short discussion on hyper fractionation.
- 5.2 HEE Cancer Workforce – role of AHP’s’, Feedback from Workshop: - PH updated the group informing them that it was a very interesting workshop, but unfortunately diagnostic and therapeutic were clumped together and some people did not know the difference between therapy radiographers and diagnostic radiographers. To note that Tom Speller at HEE is trying to get sight of the report.

6. IMAGING SERVICES ACCREDITATION SCHEME (ISAS) PRESENTATION/DISCUSSION

- 6.1 Chris Woodgate {CW} was invited to today’s meeting to speak on emerging practices and to give an update on the Imaging Services Accreditation Scheme (ISAS). CW explained that she works for both the Society and College of Radiographers and the Royal College of Radiologists. She attended the Managers meeting last week, which she found very interesting.
- 6.1.2 Following the presentation there was discussion around whether a statement around radiotherapy should be include in the ISAS Standard and the ethos of every service having accreditation. Before anything can be done the whole of the radiotherapy service will have to be looked at and the Standard will have to be relevant to services. It was suggested that SG take this issue to the Chair of the Radiotherapy Board take to SCoR Council as this change would need to be approved by the RT Board. CB, John Burton and Richard Evans will discuss before taking to Council.

ACTION: SG

- 6.1.3 CW was thanked for her presentation and discussion.

7. SCoR UPDATES:

SG gave updates on the list below.

CRUK Workforce project

HEFCE strategic interventions project

Apprenticeships

NCRI/CT Rad workstream update

- 7.1.2 NCRI/CT Rad Workstream Update – SG updated the group and reminded them that applications are open until November for the strategic vision. He will send out further information.

8. NRAI UPDATE

- 8.1 This has now change to Radiotherapy Awareness and will be a rolling agenda item.
- 8.1.2 To note the HEE – RePAIR group in a project with HEFCE recently had a meeting at SCoR headquarters which all felt went really well, good meeting with an excellent opportunity to hear student voices. Mary Lovegrove was one of the speakers. HEFCE is currently seeking a project manager for one year initially to head up an England wide project. SG will keep the group updated. It was a good meeting with an excellent opportunity to hear student voices.

9. REPORT FROM RCR CLINICAL AUDIT COMMITTEE

- 9.1 MG updated the group giving feedback from the COQIAC meeting on 22nd Sept 2017.
- Name of the group has changed from Clinical Oncology Audit Committee to the Clinical Oncology Quality Improvement and Audit Committee (COQIAC). This is reflects the groups increasing involvement in clinical Quality Improvement. The name change provides impetus to where the group is heading. The group is involved in QI projects via the conference and poster competition but the major focus (and challenge!) is integrating QI into the national audit programme.
 - Bladder Cancer Audit – There had been only a 64% return rate (38 out of 59 centres), usually they expect closer to 80% at this stage. Therefore, the deadline is to be extended, probably to the end of the year. I will arrange for a list of those still to submit their return to be distributed to the RSMs.
 - Vulva Cancer Audit – Data to be collected from Nov 17 for a six-month period. Currently being piloted.
 - The committee is promoting their Gold Standard Radiotherapy Conference, which is to be scheduled for 4th or 26th June 2018 (TBC). Within the programme, there will be feedback from a number of clinical Audits and Quality Improvement plans. These will cover a range of body sites. As in previous years, there will be an Audit/Quality Improvement Poster competition. The conference is likely to be held at RCR headquarters. I will send more details once confirmed.

Post meeting note: The date has since been confirmed as Tuesday 26th June 2018.

10. ANY OTHER BUSINESS

- 10.1 To note that ESTRO is looking at the Heroes Workshop Policy. It is envisaged that they will be looking at European data with representation from each professional body. The Radiotherapy Board seeking a clinical oncologist to participate. This is by invitation only and being held in Brussels.
- 10.2 GB queried whether it would be feasible to have a brief piece in Synergy News highlight this group. It was also suggested that the first article could be an overview of who RAG is and their Terms of Reference.

- 10.3 GB asked if it would be appropriate for the Chair of the National Radiotherapy SIG to become a member of RAG. It was suggest that the Chair be invited to the next meeting of RAG and in the meantime, SG will speak to the Chair and Charlotte Beardmore to find out if this is feasible. He will then update GB accordingly.

***ACTION:** SG*

11. DATES OF FUTURE MEETINGS

- 11.1 Dates of future meetings were agreed as:

- Wednesday 9th May 2018
- Wednesday 10th October 2018