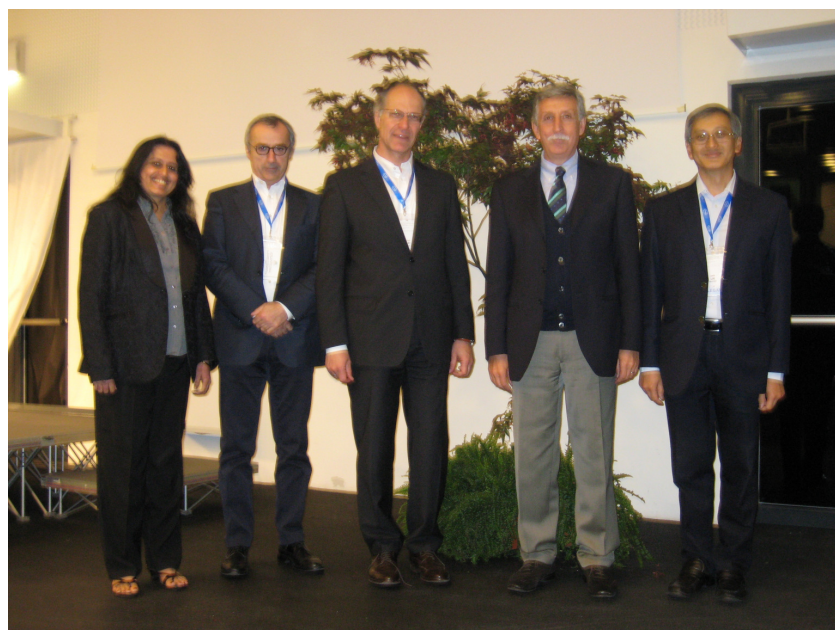


EDUCATION & MANAGEMENT DIVISION

9.0 Minutes of the meeting of the EMD Executive Committee

Milan, IT (My 18th-19th, 2013)

Unconfirmed



Members	Position	Term	Time of Office
Maurizio FERRARI – MF (IT)	Chair	1 st	2012 01 – 2014 12
Leslie LAI – LL (MY)	Vice Chair / VLP	2 nd	2011 01 – 2013 12
Elizabeth FRANK – EF (IN)	Secretary	1 st	2012 01 – 2014 12
Paolo FORTINA – PF (US)	Member	1 st	2013 01 – 2015 12
Christopher EBERT – CE (DE)	Corp. Rep.	1 st	2013 01 – 2015 12

In attendance (Chairs of Committees and Working Groups):

Michael NEUMAIER – MN (DE)	C-CMBC Chair	2 nd	2011 01 – 2013 12
Egon AMANN – EA (DE)	C-AQ Co-Chair	1 st	2011 01 – 2013 12
Janice GILL – JG (AU)	C-AQ Co-Chair	1 st	2011 01 – 2013 12
John KRAHN – JK (CA)	C-CLM Chair	1 st	2012 01 – 2014 12
Janet SMITH – JS (UK)	C-DL Chair	1 st	2012 01 – 2014 12
Rob CHRISTENSON – RC (US)	C-EBLM Chair	2 nd	2012 01 – 2014 12
Michael THOMAS – MT (UK)	SP-DQCML	2 nd	2012 01 – 2014 12
Mario PLEBANI – MP (IT)	WG-LEPS	2 nd	2010 01 – 2012 12

Apologies:

Ulrich SACK – US (DE)	WG-FC Chair	1 st	2011 06 – 2013 12
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1. Welcome and introductions

MF welcomed the committee members. There were two new members to the EMD EC and hence MF asked all the members to introduce themselves. He wished everyone a pleasant stay and a good discussions. EF will take on the function of secretary.

2. Notification of other business and finalisation of agenda

MF reviewed the agenda and suggested that we follow the agenda and discuss as listed. He also said that all divisions must be more active and suggested a reasonable work plan for the next three years. He also mentioned that IFCC has relatively low income in the year 2012 and we have to pay attention to the expenses; he also said that in the last few years the EMD had not spent the money allocated for its activities. After the Milan Meeting we will discuss the EMD budget for 2014.

3. Review of minutes of EMD-EC meeting - Kuala Lumpur, November 2012

The terms of the all committee and working groups chairs were reviewed. The chair highlighted that for the EC members many good application were received. Three new members were selected; two started in 2013 (Paolo Fortina and Christopher Ebert – Corporate) and Ana Leticia Maselli will start in Jan 2014. This was approved by the IFCC EB.

Two working group one on Laboratory Errors and Patient Safety (WG-LEPS) chaired by Mario Plebani and the other on Flow Cytometry (WG-FC) under the Leadership of Ulrich Sack received accolades for their good work. It was also discussed that working groups had smaller budget which typically took care of the travel of the key people involved in. MF suggested that the EC suggest new projects and working groups so that the EB approval could be got. He emphasised that the one of the topics suggested was on sports medicine. PF suggested a working group on advanced molecular diagnostics techniques. The discussion also included involving companies in the WG on high-end technology. It was also discussed that there was a certain amount of overlap and these overlap between divisions need to be managed.

Notice of any other business: the meetings with the committee was reviewed and it was decide by the EC that each committee should come up with at least 2 or 3 well planned projects and should aim at implementing them effectively.

Connections with other bodies like CLSI and ILAC was discussed and it was decided that MF would discuss the same with Graham Beastall. The committee suggested that we could get the list of IFCC officers and committee members who were also part of CLSI. The minutes were approved.

4. Report from Executive Board

The report of the EB was reviewed and there were no major issues except regarding the significant overlap of the activities of the CCLM, CAQ, DQCML and VLP. It was discussed at the EMD EC level that the chair should address this issue to the Board. It was suggested that DQCML should have its own separate agenda rather than shows the activities of the other committees. EF suggested that the need in the developing countries is so great that programmes for handholding laboratories could be designed and need not necessarily be only doing workshops or lecture series. It was suggested that geographic area like Africa could be focused on to maximise the impact of DQCML.

5. Review of Committees and Working Groups

▪ 9.02.04 Clinical Molecular Biology Curriculum (C-CMBC)

Michael Neumaier	(DE)	Chair	2 nd	2011 01-2013 12
A. Ferreira-Gonzalez	(US)	Member	1 st	2011 01-2013 12
Evi Lianidou	(GR)	Member	2 nd	2012 01-2014 12
Kenji Izuhara	(JP)	Member	2 nd	2012 01-2014 12

The course in KL matured to a smoother operation with some routine. Having performed 4 runs of it, the C-CMBC now feels it has enough data to publish experiences with training issues and give recommendations. The C-CMBC is confident that these experiences may be helpful for local activities, while at the same time helping to provide some operational standards. A manuscript is currently being prepared and should be submitted during 2013.

Regarding the content for next courses, the committee will place some additional emphasis on "infectious diseases" as well as on "bioinformatics".

Analytical quality is one central aspect of the C-CMBC programme and molecular testing the quality of nucleic acids is straightforward. The C-CMBC currently discusses to provide - within the lab programme - skills to enable laboratories to set up such quality tests. Laboratories having these skills should be important partners for biobanks. In order to keep the time frame, other lectures may be redesigned and potentially shortened, if needed.

Advanced course: The issue of an advanced course was discussed in the past. Referring to Dr. Elina Raja, also Malaysia is inclined to host an advanced course. The C-CMBC's position towards this is that a full-blown second hands-on workshop in the same location is not feasible. However, in the context with a VLP programme, C-CMBC members would be willing to follow-up on the progress since the first course, give specific advice of a more complex nature and counsel interested laboratories to improve sustainability and quality.

It needs to be cleared with the IFCC, whether it is possible to increase the number of associated members coming from the current teach-the-teacher approach. Indeed the C-CMBC wishes to increase the sustainability of its teaching efforts in molecular diagnostics and to involve previously visited national societies in their efforts to disseminate molecular diagnostics technology among their laboratory professionals. Towards this end, the C-CMBC has proposed to integrate young colleagues, also known as "long-timers" or "C-CMBC guest members", from the countries visited during the last years. C-CMBC will partially grant these colleagues for the activities as junior members of the C-CMBC.

The next course shall happen in Africa: Vanessa Steenkamp from the EB will support MN in finding the right contacts within the African Federation of Clinical Chemistry. Potential countries are Kenya, Zambia, South Africa, Uganda and Ghana (currently not IFCC member).

ACTION ITEM: MF will ask MN for the new chair's proposal. MF needs also to discuss with MN the future planned activity and related budget. MN will be in charge to publish the paper on the experience of C-CMBC regarding the training courses.

▪ 9.02.05 Analytical Quality (C-AQ)

Janice Gill	(AU)	Co-Chair	1 st	2011 01-2013 12
Egon Amann	(DE)	Co-Chair Corp.Rep.	1 st	2011 01-2013 12
David Bullock	(UK)	Member	1 st	2011 01-2013 12
Mitch Scott	(US)	Member	1 st	2010 02-2012 12
Ann Vassault	(FR)	Member	1 st	2011 01-2013 12
Graciela Velazquez	(PY)	Member	1 st	2012 06-2014 12

There have been no meetings of the C-AQ since the IFCC General Conference in Kuala Lumpur in November 2012. Individual, topic-driven telephone calls were held between individual C-AQ members.

Ongoing Projects

1. EQA Consultation

Aim: upon request of an IFCC member country, assist them to set up an external quality assessment (EQA) programme by:

- providing expertise on EQA organisation and management
- providing assistance with designing an EQA programme
- liaising with EQA providers
- liaising with IFCC corporate members to provide suitable materials

Current Status:

Recent consultations were conducted in Nepal and Vietnam (for details please see the report dated January 2012). Since then, no new requests for EQA consultations were received by C-AQ.

2. Quality of Management & Quality of Analysis Monograph

The monograph: "Quality of Management & Quality of Analysis - A Handbook for developing Countries" was jointly developed by C-CLM and C-AQ. This monograph is uploaded on the IFCC website. Chapter 6 on "Quality Control Tools" was written by Anne Vassault.

3. Analytical Quality – A Checklist

Aim: the audience for this "Technical Checklist" should be laboratory personnel. The document should be very general, overview style only, and short (2-5 pages). A related document published by the Australasian Society does not cover EQA topics. No paper version should be published, just an electronic version. A link to EMD and/or C-AQ's web site should be considered.

Current Status:

Ongoing – to be completed by David Bullock and Janice Gill

4. IFCC Website – C-AQ Section (3 year initiative)

Aim:

-Review content C-AQ section of IFCC website

-Design new C-AQ website page

Current Status:

Finalization of the updated C-AQ web site was the major effort of the Kuala Lumpur face-to-face meeting. The C-AQ web site has been updated in March 2013. It includes current mission and projects. Revised paragraphs are on: "Mission statement", "Terms of reference", "Current Projects", "Future projects", "Publications developed by C-AQ", "Past achievements" and "Links" (to relevant educational sites) as well as lists of members and corresponding members. A placeholder "Resources" has been added, which is presently being worked on. This matrix will list relevant standards, laws & regulations, recommendations, documents, publications etc. on pre- and post analytical steps, internal quality controls and external quality assessments.

5. Review IFCC Fundamentals for EQA/IQC (3 year initiative)

Aim:

-Revise and publish 'IFCC Fundamentals for External Quality Assessment' (1996)

-Develop educational material on Fundamentals of Internal Quality Control

Current Status:

Current documents and Powerpoint presentations have been reviewed. No progress since last report. It's mandatory to revise "IFCC Fundamentals for External Quality Assessment" document.

6. Electronic Distance Learning (6 year initiative)

Aim: establish electronic distance learning on analytical quality topics.

Current Status:

Ongoing project. An EMD committee on Distance Learning (C-DL) with JS as Chair is in place. Janet asked C-AQ to develop a Power Point deck on EAQ / IQC topics useful for distance learning. C-AQ is analysing what is currently available on various website.

7. New project: Worldwide EQAP List

Aim: to establish a database of EQA schemes used around the world.

Current status:

Ongoing project. Generally, C-AQ assessed this programme as being helpful. However, the programme must be clearly defined and its audience and beneficiaries identified.

Conclusion

The C-AQ website has been updated. This is important, as this is the portal for IFCC members. No new requests for EQA consultations have been received by C-AQ. As a new project, the concept of a worldwide "Directory of EQA contacts" (= "EQAP list") needs to be further developed.

▪ 9.02.07 Evidence Based Laboratory Medicine (C-EBLM)

Robert Christenson	(US)	Chair	2 nd	2012 01-2014 12
Hernan Fares-Taie	(AR)	Member	1 st	2011 01-2013 12

Chris Florkowski	(NZ)	Member	2 nd	2012 01-2014 12
Diler Aslan	(TR)	Member	2 nd	2012 01-2014 12

The following are recent activities and accomplishments of the C-EBLM:

- Conducted meeting of the C-EBLM in Kuala Lumpur to plan the next year's activities. This meeting was attended by all committee members except Dr. Florkowski.
- Submitted proposal for two-day workshop in association with the 2014 WorldLab Congress in Istanbul, Turkey. The proposal was accepted by the Congress Committee. The workshop will be spearheaded by Diler Aslan and developed by the C-EBLM.
- RC was invited by Dr. Beastall to lead three workshops at the IFCC General Meeting in Kuala Lumpur. These practical workshops were held and well-received by participants.
- A symposium on Evidence Based Laboratory Medicine was submitted to, and accepted for presentation at the 2013 EuroMedLab Meeting 2013 in Milano.
- The C-EBLM has continued to support Hernan Taie's excellent Iberian Laboratory Medicine Radio Station. This effort is supported, in part, by the IFCC. Members of the C-EBLM have provided several lectures in this programme.
- The IFCC's C-EBLM co-sponsored a Symposium along with the AACC's EBLM Committee. The symposium was held at the 2012 AACC Annual Meeting in Los Angeles, CA and involved international practices of EBLM.
- RC will participate on behalf of both the IFCC C-EBLM and the AACC in a symposium titled 'Cardiac Biomarkers - The Evidence Base' at the AACB Annual Conference to be held in Queensland, Australia in September of 2013.
- Dr. Florkowski performed a Visiting Lecturing Professorship in South America.

It was noticed that there was no participation in the Nordic conference.

▪ 9.02.09 Clinical Laboratory Management (C-CLM)

John Krahn	(CA)	Chair	1 st	2012 01-2014 12
Rajiv Erasmus	(ZA)	Member	1 st	2011 01-2013 12
Barbara Goldsmith	(US)	Member	1 st	2011 01-2013 12
Mahmoud Srour	(Palestine)	Member	1 st	2011 06-2014 12

This year saw the publication of the monograph entitled "Quality of Management & Quality of Analysis "A Handbook for Developing Countries" Jointly developed by C-CLM and C-AQ. This monograph is available for download in pdf form from the IFCC website under the C-CLM tab.

In September 2012 members of the committee travelled to Cape Town, South Africa to attend the Pathpoint Conference chaired by Dr. Rajiv Erasmus. Presentations made under the auspices of the Visiting Lecture Programme were as follows:

Beyond accreditation, Innovation to improve Laboratory performance - Elizabeth Frank

QI Tool-Box and its relevance (Lean DMAIC, Root cause analysis, value stream analysis, pareto six sigma) - John Krahn

Minimising errors in the laboratory - Rajiv Erasmus

Quality Management Systems – Implementation and Improvement – Barbara Goldsmith

C-CLM met at the General Conference in Kuala Lumpur with the exception of Barbara Goldsmith. The Committee did three presentations designed to get feedback from delegates on the committee's terms of reference and its past and proposed activities. These will be used to bring new proposals to the EMD.

C-CLM had no activity after Kuala Lumpur meeting, not much has been done in the last year.

During the meeting with JK, he planned to send the survey monkey that has been done in Canada and the programme of the Committee. To re-evaluate the activity of this Chair/Committee.

ACTION ITEM: EF will ask JK to send the survey monkey that has been done in Canada and the programme of the Committee.

▪ 9.02.10 Distance Learning (C-DL)

Janet Smith	(UK)	Chair	1 st	2012 01-2014 12
Ronda Greaves	(AU)	Member	1 st	2012 04-2014 12
Damien Gruson	(BE)	Member	1 st	2012 04-2014 12
Endang Hoyaranda	(ID)	Member	1 st	2012 04-2014 12
Craig Webster	(UK)	Member	1 st	2012 04-2014 12

A successful first meeting of the committee was held on the occasion of the IFCC General Conference in Kuala Lumpur in November 2012.

Appropriate liaison was established between the C-DL and the CPD C-leL by having a joint meeting of the two committees and the C-leL Chair, Peter Vervaart and JS conducted workshops on the subject of Distance Learning during the General Conference.

The second meeting of the C-DL will be held in Milan on Monday 20 May 2013, but one committee member, Craig Webster is unable to attend, due to unexpected family commitments.

The key short term objectives of the C-DL, mostly drawn up in the light of the findings of the questionnaire distributed to National Societies in late summer 2012, are detailed in the minutes of the Kuala Lumpur meeting and there has been progress on some of these, although this has been slow.

As mentioned in previous report to the EMD-EC, analysis of the questionnaire responses revealed that some of the most popular topics fall within the remit of other EMD Committees. In the light of this, the committee has approached the C-AQ with a view to collaboration with the C-DL in the preparation of distance learning material and hopes to firm arrangements up with the C-AQ while in Milan. JS hopes also to have discussions with other EMD Committees, specifically the C-EBLM, about working together.

Progress has been made in the following key areas:

-Establishing the practicalities and logistics of audio and video recording of a symposium on reference intervals, scheduled as part of the programme for the APFCB Congress in October 2013. JS and EH are meeting with a representative of Siemens to discuss sponsorship of this. However, if this is not forthcoming, I would like to seek the support of EMD-EC for us to finance this initiative from the CDL budget.

-RG has gained the appropriate permissions to have the proceedings of Chemical Pathology courses organised in Vietnam, in which she is heavily involved, published on the website.

-RG is working with colleagues in Industry to identify distance learning material in the topic area of mass spectrometry.

Craig Webster is the liaison with C-AQ.

C-DL: being a new committee there is not activity but had planned well for the coming year.

ACTION ITEM: MF will ask to JS if the liaison with C-EBLM is Endang Hoyaranda or Damien Gruson

Working Groups

▪ 9.03.08 Laboratory Errors and Patient Safety (WG-LEPS)

Mario Plebani	(IT)	Chair	2 nd	2010 01-2012 12 + 1y extra term
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The WG improved the model of Quality Indicators. The activity increased very much and now 128 laboratories are involved. The new Chair has been planned with Prof. Plebani.

The candidate is Dr Laura Sciacovelli, already member, that is very expert and should be approved by the next EB meeting and she will start on January 2014.

ACTION ITEM: MF has to recommend to the EB Laura Sciacovelli as next WG-LEPS Chair.

▪ 9.04.01 IFCC Abbott Visiting Lecture Programme (VLP)

EB noted the list of approved VLP for 2013: The hosts are: Yousef Bilito (Jordan), Hilda Matarira (Zimbabwe), Hilary Lumano (Zambia), Ana Leticia de Maselli (Guatemala), Smail Belazzoug

(Algeria), Ann Helen Kristoffersen (Norway), Rajiv Erasmus (South Africa), Grazyna Sypniewska (Poland), Arias Maria Alejandra (Argentina).

The VLP has been functioning very well. However it was observed that the VLP had funds unutilised in spite of excellent activity.

From July 1, 2013, EF will take over from LL as Chair of the IFCC-Abbott VLP.

▪ **9.04.02 Working Group on Flow Cytometry (WG-FC)**

Ulrich Sack (DE) Chair 1st 2011 06-2013 12

US was unable to participate at the EMD-EC meeting in Milan.

Following an intermediate disruption and after the first flow cytometry course held in Leipzig in February 2012, a second course was organized in co-operation with the ESCCA in Saint-Etienne in France last April. The focus was the monocyte-macrophage system. The local organizer was Prof. Claude Lambert. The third course has been planned for April 24-26 2014 for Vienna, Austria. Program is under development, locally organized by Andreas Spittler.

Additionally, US is preparing organization of some international flow cytometry courses outside Europe. In September 2013, US will go to Brazil to meet some colleagues in Rio de Janeiro and Sao Paulo. For December 2013, a second trip to Sao Paulo has been arranged to make final arrangements.

A symposium arranged by US was selected for the WorldLab Congress in Istanbul "Immunodeficiencies - A cutting edge workshop representing top research and novel diagnostic options".

▪ **9.04.03 Developing Quality Competence in Medical Laboratories (DQCML)**

Michael Thomas (UK) Chair 2nd 2012 01-2014 12

The last formal meeting of the EMD Project on Developing Quality Competence in Medical Laboratories (DQCML) was held on 19th November 2012 in Kuala Lumpur at the IFCC General Conference.

A further meeting will be held on Monday, 20th May to update on any progress since the Kuala Lumpur meeting. A limited invitation Brainstorming session is scheduled for Tuesday, 21st May, to review the way forward with this initiative. In particular the workshop will examine the WHO-Afro stepwise approach to laboratory accreditation and determine how DQCML and EMD may align with this programme.

Initiatives undertaken

There has been no feedback on any projects since the meeting in November. Again this may be because reporting arrangements to DQCML are unclear amongst members and many projects are supported by financial streams which do not appear to be linked with DQCML.

As predicted a review of the VLP programme up to 2012 has identified a number of initiatives which would fall under the DQCML project.

Matters outstanding and further work

A letter of invitation for requests to fund appropriate projects received two responses:

-A request from Professor Lunova (Romania) to provide a session at their ACCLMU conference in April was impossible to meet due to the time scale.

-A request from Dr Dayanath (Sri Lanka) for a follow-up visit from their last engagement with the programme some four years previously. They do seem to have progressed since that earlier workshop. There is a need to explore what they see as being their exact requirements but it would be possible to move this forward possibly as a joint VLP/DQCML initiative.

These requests will be further considered at the meeting being held in Milan.

As stated above a brainstorming session led by the IFCC President will be arranged in Milan to consider the future direction of DQCML.

Despite the success of JS's workshop in Uruguay there have been no further proposals from National Societies in South America regarding any supplementary initiatives they would wish to pursue. Collaborative work is now being undertaken on distance education by engaging in joint initiatives with the DQCML and headed by JS, (C-DL). This remains at an exploratory stage.

General actions:

Since some of the committees did not give their reports, it was suggested that a uniform format would be created whereby they could objectively specify the projects they intend to implement the focus and outcome of these projects, the estimated budgets and concern if any. The same format could be used to report to the EC objectively the achievements of the committees.

There was a proposal to send a letter to all the chairs for suggestions on new projects.

6. EMD strategic plan

The Executive Committee also decided that the EMD needs to prioritise and relook at the strategic plan based on the plans of the report of the chairs of the committees.

ACTION ITEM: MF has send EMD-EC a proposal to prioritise and relook at the strategic plan.

7. Corresponding members

None

8. EMD contributions to IFCC News

MF discussed the need of the committees to be proactive and report all involvement in congresses/ workshops to the IFCC news.

9. EMD sessions at IFCC congresses

APFCB, Bali November 2013
WorldLab 2014, Istanbul

10. Date and location of the next meeting

October 29-30, 2013 Bali