

## **EDUCATION & MANAGEMENT DIVISION**

### **9.0 Minutes of the meeting of the EMD Executive Committee**

**Bali, ID (October 29<sup>th</sup>-30<sup>th</sup>, 2013)**

*Unconfirmed*

**PHOTO TO BE INCLUDED**

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

## 1. Welcome and introductions

MF welcomed the committee members. Apologies were received from CE. EF and LL were absent to the first session due to previous commitments with the APFCB. MF wished everyone a pleasant stay and good discussions. Ana Maria Leticia Maselli will replace LL starting from Jan 2014. The EMD-EC is very grateful to LL for the invaluable contribution to the EMD activities. PF will take on the function of secretary for the first session.

## 2. Notification of other business and finalization of agenda

MF reviewed the agenda. He recommended that all divisions be more active and submit a work plan for the next three years. MF met the EB in Bali to report on EMD activities. The 30% budget reduction seems not to affect the annual EMD programme. Before the end of 2013, the EMD budget will be discussed and finalized.

**ACTION ITEM:** MF will ask Committees and Working Groups Chairs to update the programmes for the next three years.

## 3. Review of minutes of EMD-EC meeting - Milan, May 2013

The terms of all committees and working groups chairs were reviewed. The minutes were discussed and approved.

## 4. Report from Executive Board

Following the Milan meeting no additional information was received from the EB.

## 5. Review of Committees and Working Groups

### ▪ 9.02.04 Clinical Molecular Biology Curriculum (C-CMBC)

Michael Neumaier	(DE)	Chair	2 <sup>nd</sup>	2011 01-2013 12
Andrea Ferreira-Gonzalez	(US)	Member	1 <sup>st</sup>	2011 01-2013 12
Evi Lianidou	(GR)	Member	2 <sup>nd</sup>	2012 01-2014 12
Kenji Izuhara	(JP)	Member	2 <sup>nd</sup>	2012 01-2014 12

MN sent the report of the C-CMBC course held in Cape Town (ZA) in July 2013. The course was well received and successful. The course introduced the basics for understanding how to establish home-brew tests and do the proper internal and external quality assurance for them. The feed-back from the students was unanimous: The majority of the students responded that they benefited from the course very much, that they found the lectures very useful and interesting and the lab work sessions very stimulating, useful and interesting. All students were enthusiastic with the in-silico seminars, saying that they can practice this skill on their own on the internet anytime. Most students asked for a second course for consolidation of beginners skills together with a course on advanced molecular diagnostics, once they had started to practice their new knowledge. The ratings given in the evaluation sheets were in the highest quintiles for all criteria. Future activities should emphasize real-time PCR and bioinformatics.

The commitment of the national societies was not entirely satisfactory with respect to some organisational matters. Specifically, IFCC should ask national societies to get much more involved in recruiting local students and interested participants from neighbouring countries.

The manuscript reporting the 10-year C-CMBC experience was submitted to Clin Chem in October.

Regarding membership, MN's term will come to an end in December 2013 and Evi Lianidou (EL) was endorsed by the EB to act as C-CMBC Chair from January 2014. Andrea Ferreira-Gonzalez (AFG) was

reconfirmed for a second term. A call for nomination for a vacancy position was issued in October. The EMD EC is very grateful to MN for the invaluable contribution to the activities of this Committee.

**ACTION ITEM:** C-CMBC will discuss the respective adjustments to the programme in due time. MF should contact Graham Beastall (GB) to suggest a major involvement of the national societies in the local organisation and student recruitment. During the meeting of MF with the EB, it was highlighted that some logistics, such as custom clearance and delivery costs, should be carefully considered for the course to be successful. The IFCC Office will notify EL and AFG of the EMD-EC decisions.

#### ▪ 9.02.05 Analytical Quality (C-AQ)

Janice Gill	(AU)	Co-Chair	1 <sup>st</sup>	2011 01-2013 12
Egon Amann	(DE)	Co-Chair	1 <sup>st</sup>	2011 01-2013 12
David Bullock	(UK)	Member	2 <sup>nd</sup>	2011 01-2013 12
David Grenache	(US)	Member	1 <sup>st</sup>	2013 08-2015 12
Ann Vassault	(FR)	Member	2 <sup>nd</sup>	2011 01-2013 12
Graciela Velazquez	(PY)	Member	1 <sup>st</sup>	2012 06-2014 12

At the end of 2013, JG steps down as Co-Chair. David Bullock (DB) and Ann Vassault (AV) will complete the second term. The EMD EC is very grateful to JG, DB and AV for their invaluable contribution to the activities of this Committee. EA agreed to take the Chair position without JG's substitution. A call for nominations for 2 new members was issued and the evaluation process is on-going. The Committee met in Milan and had a conference call in October and another one is planned in December.

Below, current state of the C-AQ activities after the October conference call.

#### *Current Focus Projects - To be completed by the end of 2013*

##### *1. Directory of EQA Services*

Aim: to establish a directory of worldwide EQA services.

A worksheet has been established to collect the following information – country, organising body, EQA, website, e-mail, contact, open to international participation, disciplines. Initially this has been distributed to C-AQ members and corresponding members. It is hoped that the IFCC Office will also distribute it to member countries. This database will be located on the C-AQ website as a resource for anyone wishing to join an EQA.

##### *2. Develop e-learning Presentations*

Aim: to work with the Committee on Distance Learning to develop presentations of the 'Principles of EQA' and the 'Principles of IQC'. The 'Principles of EQA' PowerPoint presentation is currently being worked on and discussions with C-DL about recording the presentation will begin when this is ready.

##### *3. Planning an EQA Scheme*

Aim: to develop a checklist of items that need to be considered by countries that are planning to design and set up their own EQA scheme. This is a re-modelling of a project that was previously called an Analytical Quality Checklist.

The first draft has been presented to C-AQ and will be developed further. It will be placed on the C-AQ website when completed.

##### *4. Fundamentals of EQA*

The document 'Fundamentals of EQA' was written by the C-AQ in 1996. It was on the old website. A gap analysis on this document has been carried out to ascertain whether it is still suitable for presentation. It has been decided that, although some areas require updating the guidance document is still relevant in many areas and that it will be again placed on the C-AQ website. An update should be done at a later stage.

##### *5. Resource Table for EQA Website*

Aim: to collate a directory of various relevant resources for pre- and post-analytical QA, IQC and EQA which will reside in the C-AQ section of the IFCC website. Still being worked on.

#### *Ongoing Projects*

##### *1. EQA Consultation*

Aim: upon request of an IFCC member country, assist them to set up an 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: There have been no requests or continuation of previous communications in the last 6 months.

## 2. IFCC Website – C-AQ Section

Aim: to periodically review and add to the C-AQ section of the IFCC website to ensure it remains a resource for IFCC members. A major review of the website has been done in 2013. This will be added to as projects are completed and new resources can be added.

### Next Meeting

Teleconference 6 December 2013

### Conclusion

The C-AQ members with the most EQA experience will be leaving the C-AQ at the end of the year. Therefore, we are working towards completing the EQA projects in this time frame. The new committee will set new projects when they meet in 2014.

**ACTION ITEM:** MF will contact EA to complete the recommendation regarding the new membership by November 15.

## ▪ 9.02.07 Evidence-Based Laboratory Medicine (C-EBLM)

Robert Christenson	(US)	Chair	2 <sup>nd</sup>	2012 01-2014 12
Hernan Fares-Taie	(AR)	Member	1 <sup>st</sup>	2011 01-2013 12
Chris Florkowski	(NZ)	Member	2 <sup>nd</sup>	2012 01-2014 12
Diler Aslan	(TR)	Member	2 <sup>nd</sup>	2012 01-2014 12

The Committee last met in Milan and no updated report is available due to the lack of activities in the last period.

Most recent activities and accomplishments of the C-EBLM include:

- 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 Milan.
- 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 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 participated as a Visiting Lecturing Professorship in South America.

Hernan Fares Taie (HFT) was reconfirmed for a second term.

At the end of 2014, the Chair and 2 members will complete the term of office. GB was invited to join the EMD EC meeting to discuss future membership for some EMD Committees. For the C-EBLM, GB suggested that an additional member could be considered in order to avoid that at the end of 2014 only

one member remains. MF agreed and a call for nominations will be issued for 1 Full Member starting from Jan 2014. Moreover, at the end of 2014 the chair should be replaced. MF will approach the current “old” members of the Committee to explore their wish to take on this role.

**ACTION ITEM:** The IFCC Office will notify HFT of the EMD-EC decisions and will issue a call for nominatons for 1 additional member.

▪ **9.02.09 Clinical Laboratory Management (C-CLM)**

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

In October, JK resigned as Committee Chair. Barbara Goldsmith (BG) will complete her first term and not be reconfirmed. Rajiv Erasmus (RE) was reconfirmed for a second term. MF met GB to plan the new committee membership. GB highlighted the important key role played by this Committee, the only one in IFCC addressing the topic of Laboratory Accreditation. He suggested that it would be very important to revise the ToR for this Committee by clearly including this topic. After the revision of the ToR, a call for nominations for 3 positions can be issued to complete the committee membership. The Chair will then be then selected after the final members are selected.

No updated report is available due to the lack of activities in the last period.

Most recent activities and accomplishments of the C-CLM include:

- The publication of the monograph entitled “Quality of Management and 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 traveled to Cape Town, South Africa to attend the Pathpoint Conference chaired by Dr. Rajiv Erasmus.
- C-CLM, with the exception of Barbara Goldsmith, met at the General Conference in Kuala Lumpur. The Committee did three presentations designed to get feedback from delegates on the committee’s terms of reference and its past and future activities. These will be used to bring new proposals to the EMD.

C-CLM had no activity after the Kuala Lumpur meeting, not much has been done in the last year. Planned actions with JK after the Milan meeting included the delivery of the Canadian survey monkey report and a new Committee programme. No actions were completed by the Chair.

**ACTION ITEM:** MF will contact BG to notify of her termination. MF will draft a new ToR. The IFCC Office will notify RE of the EMD-EC decision and issue a call for nominations for 3 members. The EMD-EC will select the Chair after the selection process following the call for nominations.

▪ **9.02.10 Distance Learning (C-DL)**

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

In October, the Committee sent the updated report.

Most recent activities and accomplishments of the C-DL include.

- Arrangements are in place for the audio and video recording of the symposium on reference intervals, scheduled as part of the programme for the APFCB Congress. JS understands that

Siemens have agreed to sponsor this and hopes that we will not be required to fund it from the C-DL budget.

- JS and EH, together with PV met with James Donnelly of Siemens in Milan to discuss working together on distance-learning projects. The meeting was positive but so far, despite a considerable effort, we have been unsuccessful in having further dialogue with him.
- PV and JS have established contact with Rick Import of Whitehat Communications, who works with diagnostic companies in the preparation of distance-learning materials. There are now links to some of this material from the IFCC website and we anticipate working further with Rick on accessing further material on topics on our wish list.
- Further new accessible material from the website includes the proceedings of a workshop 'Automation for Dummies' organised by DG and the Task Force for Young Scientists, in Milan.
- RG has gained the appropriate permission to have the proceedings of Chemical Pathology courses organised in Vietnam, in which she is heavily involved, published on the website. Recently, there has been an additional course and it is anticipated that the presentations from that, as well as those from earlier courses will soon be available on the website.
- RG arranged for presentations on mass spectrometry, which formed part of the recent AACB Congress, to be recorded; and, the intention is for these to form modules for the website. Similarly, she has recordings of a discussion meeting on the topic, held last month at the Australian National Measurement Institute. RG and JS met with Don Mason of Waters, Inc. in Milan to discuss collaboration on distance learning material in the area of mass spectrometry and it is hoped that this link can be developed.
- In collaboration with the C-IeL, the committee has concluded that the most practical way forward in developing modules for the website is to use powerpoint presentations with commentary, although this does not preclude other means being used, particularly with respect to existing material for which we can establish links, with permission. We will seek to approach speakers in IFCC symposia at Congresses to work with us in converting their talks to web-based material.
- PV and JS are anxious to develop an 'eAcademy', to provide a structure for the educational material we develop or recommend. We are therefore developing an IFCC curriculum, based on curricula content received from National Societies following a recent appeal. This will allow an individual topic within the curriculum to be directly linked to relevant learning material available via the website

The committee will next meet in Istanbul, in June 2014

## Working Groups

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

Mario Plebani (IT) Chair 2<sup>nd</sup> 2010 01-2012 12 + 1y extra term

MP's term will come to an end in December 2013 and Laura Sciacovelli (LS) was endorsed by the EB to act as WG-LEPS.

Following the Milan meeting the Consensus Conference on the harmonization of quality indicators was established. The Consensus Conference was held on October 24, 2013 and a report will follow.

**ACTION ITEM:** The IFCC Office will notify LS of the EMD-EC decision.

### ▪ 9.04.01 IFCC Abbott Visiting Lecture Programme (VLP)

The VLP list has been updated and 15 applications were approved from the following countries: Algeria, Argentina, China, Colombia, Greece, Guatemala, India, Jordan, Mexico, Norway, Poland, South Africa, Uruguay, Vietnam, Zambia and Zimbabwe.

Up to now, expenses total CHF 21,693.68. An additional CHF 19,000.00 are budgeted for incoming claims. Total estimated expenses will be approximately CHF 41,000.00.

**ACTION ITEM:** The IFCC Office will send a reminder that applications can still be sent for November and December VLP.

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

Ulrich Sack (DE) Chair 1<sup>st</sup> 2011 06-2013 12

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

Additionally, US is organising 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".

Organisation of Asia course will be discussed at the 2014 IFCC WorldLab Congress in Istanbul.

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

Michael Thomas (UK) Chair 2<sup>nd</sup> 2012 01-2014 12

*Project Group meetings*

- The last formal meeting of the EMD Project on Developing Quality Competence in Medical Laboratories (DQCML) was held on 20<sup>th</sup> May 2013 in Milan at EuroMedLab 2013.
- A Brainstorming session was held on Tuesday, 21<sup>st</sup> May also during the EuroMedLab Conference in Milan led by IFCC President, Graham Beastall, to consider adopting a more proactive role for DQCML in supporting the development of quality in laboratory medicine in emerging nations. In particular the workshop examined the WHO-Afro stepwise approach to laboratory accreditation presented by Donald Young and ways in which the DQCML and EMD might align with this programme.  
IFCC President, Graham Beastall, agreed to produce a summary of the discussion and diagram and also to jointly produce a promotional leaflet for the DQCML project.  
Further supplementary information is still awaited from some Committee Chairs and Leads.
- The next formal meeting of the DQCML Project group will be at WorldLab, Turkey in June 2014. The actual date has yet to be confirmed.
- The promotional leaflet for the DQCML has been circulated to all National representatives and Presidents of IFCC National members societies (sent on 10<sup>th</sup> September 2013).
- The DQCML project has also been advertised on the IFCC web-site front page.
- Draft application and evaluation documents have been circulated to members of the Project Group for comment. These have been modeled after those of the VLP and hopefully will facilitate the application process for DQCML support.  
Once these have been finalized I will request that the office make the documents available through the IFCC web site.
- A request from the Russian Association (RSPSSLM) has been approved for a lecture on the contribution of clinical interpretation to quality of service as part of a conference being held in St. Petersburg in December 2013. EFLM President, Ian Watson, will deliver the lecture.

*Matters pending and further work*

- The DQCML has not undertaken any further projects since the last meeting of the Project group.
- There have been no further requests via the DQCML from the Romanian Association. With the publication of the promotional leaflet I am actively pursuing this with the Association.
- Similarly there has been no further contact from Dr. Dayanath (Sri Lanka) regarding their request for a follow-up visit to move forward topics developed about four years ago. They have been asked to submit details of their requirements but no response has yet been received.

- The Russian Association (RPSSLM) has indicated their intent to request a workshop event as part of a Quality Management conference to be held, again in St. Petersburg, in late February 2014.
- Following the distribution of promotional material, correspondence has been received from the following regarding enquiries to engage with the DQCML project:
  - Mabel Charles-David on behalf of ACCN, Nigeria
  - The All-Ukrainian Association of Clinical Chemistry and Laboratory Medicine
  - Hong Kong Society of Clinical Chemistry (Prof. Rossa Chiu)
  - Qing Li (who wanted to join the DQCML) of China and who has been advised that their interest might be best served via becoming a corresponding member of C-AQ.

These are being actively followed up with regard to the scope of the request.

- Collaborative work is continuing on the ways in which distance education can be integrated into the DQCML programme. This is being explored with both Janet Smith, (C-DL) and Peter Vervaart (CPD-EC). Peter has been formally invited to join the DQCML project team.

The possibility that the lecture being delivered by Ian Watson in St. Petersburg will form the first module in this initiative is being explored.

- IFCC President, Graham Beastall has indicated that the EQA Zambia project is progressing and will link with the DQCML at an appropriate time.

**ACTION ITEM:** MF will contact MT to summarize the discussion in the EMD-EC regarding the role of DQCML and VLP to avoid overlap.

## 6. EMD strategic plan

The EMD-EC will send by February 2014 indications to EB regarding the future EMD plans and direction.

**ACTION ITEM:** MF will send EB future plans by February 2014.

## 7. Corresponding members

None.

## 8. EMD contributions to IFCC News

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

## 9. EMD sessions at IFCC congresses

WorldLab 2014, Istanbul  
COLABIOCLI 2015, Quito

## 10. Date and location of the next meeting

January 9-10, 2014 Milan

**ACTION ITEM:** SC will send the information to Ana Maria Leticia Maselli and CE.