

## Greater Manchester Pathology Network – Meeting Notes/Report

LAB 2 LAB Project Board Meeting  
Monday 16<sup>th</sup> November 2009 9.30am-11.30am  
Room G54, One Central Park, Northampton Road, Manchester, M40 5BP

In attendance			Apologies	
Philip Bell	PB	Salford Royal NHS Foundation Trust	Howard Gray	NHS Stockport
Nick Bullough	NB	Tameside Hospital NHS Foundation Trust	Keith Hyde	CMFT NHS Trust/GM Pathology Network
Neil Jenkinson	NJ	GM Pathology Network	Owen Johnson	X Lab Systems
Geoff Lavelle	GL	Tameside Hospital NHS Foundation Trust	Greg Rayner	Salford Royal NHS Foundation Trust
Laura Kidd	LK	GM Pathology Network	Dave Warhurst	Salford Royal NHS Foundation Trust
Nigel Martin	NM	UHSM NHS Foundation Trust		
Dave Money	DM	Assistant Project Manager		
Drew Morgan	DMg	X Lab Systems		
Rachel Pearson	RP	GM Pathology Network		
David Slater	DS	Project Manager		
Jeff Seneviratne	JS	(Chair) GM Pathology Network		
Allan Wilcox	AW	WWL NHS Foundation Trust		

### Discussion Points

- **Welcome and Introductions** – JS welcomed all members and introductions were made due to several new members being present.
- **Minutes of the meeting held on 14<sup>th</sup> September 2009** – The minutes were agreed as a correct record.
- **Matters Arising** – The group discussed the actions from the previous meeting. DS's action has been carried forward. RP confirmed that she had received the X-Lab benefits realised from information. LK and RP confirmed their actions are complete. PB confirmed he will continue to represent Salford on this Board.
- **VPN Links** – DS and DM explained the importance of VPN links being installed by Trusts wishing to participate in this project. This has been a particular issue at Trafford due to expertise and annual leave. DMg to send an X-Lab document with all relevant information to LK to circulate to all labs. DMg confirmed that he had sent a VPN proforma to GR at Salford and PB agreed to chase this up.
- **Project Timescales** – DS feels that by March 2010 there will be 1 test route per lab up and running. DS hopes that lab staff will see the huge benefits to this system and that will itself produce momentum within the project and labs will set up further tests themselves. GL stated that TGH will look to deal with the labs that are involved with L2L and the labs not taking on the project could see their workload decrease. Labs with the L2L capability will turn results around much quicker. DS stated that Technidata are not included in this timescale.
- DS stressed that after the 17<sup>th</sup> November all iSOFT labs will have been contacted regarding implementation and the Clinisys contract has been signed, orders placed and the only remaining issue is that of a pilot site.
- JS enquired if there are any barriers not yet resolved? DS confirmed the only issue appears to be the actual team structure for this project which will be discussed under AOB.
- **Project Finances** –
- **iSOFT** – Each lab has been given £11,500 which has been split into 2 payments of £5,500. The first amount payable upon installation of the interface and the second payment payable once a discipline is live. TGH, SHH and MRI have all made their first payments. SHH now needs to make their second payment as Microbiology is now live. The maintenance costs for iSOFT are £1,600 per lab.
- **Clinisys** – There are not enough funds left to pay the maintenance costs for each lab. There is £8,250 left in the fund and the group discussed splitting the amount between the labs to contribute to their pro rata maintenance costs or keeping the money for use later in the project towards the Clinisys costs for Microbiology. AW stated that a figure is needed for the additional Microbiology costs as a large portion is already covered by Serology and there maybe no need to take up the additional Microbiology at all. JS reminded the group that the agreement was to pay the pro rata maintenance costs for the labs involved until April 2010 at which point the labs would become responsible for their own maintenance costs. The group agreed to investigate further and discuss at the January meeting.
- **X-Lab** – DMg agreed to confirm the agreed cost of the maintenance for each lab. To date X-Lab has received an initial payment of £9,600 when the contract was signed. The next instalment was originally to be for Virology and Chemistry which the group feel should be reviewed due to X-Lab's commitment to date and continued commitment to the project. The group agreed to look at possibly changing to another discipline (Microbiology – reflecting the first live test) and the next payment being made imminently.
- The issue of VAT was brought up and the group discussed the potential for savings here as VAT on services can be claimed back via the Trusts finance department. DM explained that most Trusts employ a VAT specialist to look at claiming VAT back on annual basis. Tameside have their own in house expert and AW confirmed that WWL employ Ernst and Young to work on their behalf. GL stressed that the invoices need to state they are for services and not goods.
- **Interfaces** – DS gave updates as follows:
- **iSOFT** – DS explained that the test route between MMMP and SHH is now fully live. Progress is slow due to a number of issues. X-Lab now have a fully operational system and testing account.

- DS reported that the live link between MMMP and SHH and between SHH and TGH for numeric data are looking positive. GL has begun testing at TGH in place of DM who has now retired from TGH. GL has highlighted a number of issues which have now been addressed. There has been a problem with the firewall at TGH.
- Initial talks are showing that Trafford are very keen. DM will meet with NM of UHSM on Tuesday 17<sup>th</sup> November and an initial meeting took place between Salford immunology and MRI immunology on Friday 13<sup>th</sup> November 2009. The plan is to establish a link between Trafford and Salford for immunology referral, and a similar link between Wythenshawe and MRI.
- The Apex software at the MRI is now developed and X-Lab has carried out successful tests.
- **Clinisys** – DS explained that Phase 1 negotiations are now complete and Clinisys have appointed a project manager Jim Kane. Work will begin in earnest in January 2010. AW asked for clarification that the technical people involved have the same understanding of Serology and Microbiology as clinicians do. DS confirmed this.
- **Technidata** – DS reported that Technidata are quoting £23,000 and the Network only has £17,500 remaining in the budget. The quotation of £23,000 does not include Microbiology at all. DS stressed that he has had several discussions with Dave Simm and is still awaiting a final response from him.
- **GMCHMD** – This is a standing agenda item and has not been discussed today.
- **Project Resources** – The group felt this had already been covered
- **Data sharing agreements** - This is a standing agenda item for when labs meet to discuss initial set up requirements. Some labs e.g. Salford needs an agreement to be in place before any testing can commence. DMg confirmed he has sent out a number of proformas but not received any back. It was agreed that labs can write their own agreement and the question was asked as to whether agreements need to be in place between X-Lab and MRI and SHH and X-Lab. X-Lab have spoke to the Health Informatics Service regarding the validity of a blanket document for all labs to sign at contract stage which will cover the sending of information to all labs but certain exceptions can be specified. Salford felt this was not acceptable to them as they currently insist on having an agreement in place with every lab they deal with. DMg agreed to send the document in question to LK for circulation. It was suggested that it may be possible to have a single agreement (PACS).
- **Issues** – JS enquired if there were any risks to highlight. DS confirmed most of the risks had been mentioned and discussed as a matter of course during the meeting.
- **Risks** – DS explained that most risks have been cleared or reduced. The group discussed risk number 5 and DS confirmed this will be removed from the register as if a specimen is booked onto the system and sent to X-Lab and the sending lab decides not to send it or the performing lab decides not to test it it will be reported as an inappropriate test, it will not be cancelled.
- GL felt the ability for a cancellation function would be of use if hypothetically speaking Stockport sent 10 samples which TGH did not have the capacity to test TGH could cancel and Stockport could then reassign. The group discussed if it would not be a better process for TGH to send on and the report to come back to Stockport via TGH.
- The group agreed that risk number 1 should now be removed from the register as X-Lab have just won the L2L contract with Hampshire and Isle of Wight.
- **Any Other Business** –
- **IBMS CPD** – Certificates were available.
- **Project Team Structure** – DS explained that originally this group was the Board for Lab 2 LAB and PAG 5 was the actual team for this project. DS feels that this is not working out and would like this Board to approve a restructure. DS proposed the emergence of a separate project team for the first test route of each discipline at every pathology lab. This will allow for the actual team involved to resolve issues between themselves much quicker. The IT managers on PAG 5 do not have enough operational power within departments to make decisions, departmental managers are required. PB stressed that a process needs to be in place in order to solve issues quickly but maintain links with this group.
- **Data Quality** – DS explained to the group that he has circulated a document called “Minimum data quality requirements for Lab2Lab” This document is a result of the experiences gained from the initial pilot. During the course of the pilot the data quality of demographic and clinical information has been highlighted as an area where a minimum standard is required by all laboratories joining the project. This document will form the basis between sending and performing labs of deciding what info is needed as a minimum. The point was made that labs have varying requirements across the region. DS stressed this is only to be used as a guide but the group took the position that this could be the tool to unify labs across GM. DS agreed to review the template and add an additional sentence stating sending and performing labs need to meet initially and agree the minimum info they require.

#### Actions

- DS to arrange meeting with Technidata
- DMg to send VPN document to LK for circulation
- PB to chase VPN proforma at Salford
- DMg to confirm X-Lab maintenance costs for labs
- DS to chase Clinisys for the figure for additional Microbiology
- DMg to send data sharing agreement to LK for circulation
- DS to review minimum data requirement template and add additional statement.

**Recommendations to Pathology Network Board**

- None

**Date and Time of Next Meeting**

- Monday 11<sup>th</sup> January 2010, 9.30am-11.30am, One Central Park, Northampton Road, Manchester, M40 5BP