

British Society for Gynaecological Endoscopy

Minutes of the BSGE Council meeting

Held on Tuesday, 1st December 2015

In Seminar Room 1, UCLH, London at 18:15 to 21:00

Agenda points	Items
1.	<p>Present: Ertan Saridogan, President (ES) Dominic Byrne, President elect (DB) Mark Whittaker, Honorary Secretary (MW) Thomas Ind, Honorary Treasurer (TI) Shaheen Khazali (SK) Nazar Amso (NA) Natasha Waters (NW) arrived 18:45 Gillian Smith (GS) Justin Clark (JC) arrived 18:48 Tyrone Carpenter (TC) Sameer Umranikar (SU) Fevzi Shakir (FS) Chris Guyer (CG) Kirana Arambage (KA) Stephen Burrell (SB) Jim English (JE) arrived 18:45 Atia Khan Guest: David Evans AKIKO Design Ltd</p> <p>Apologies: Elizabeth Ball Susie Bates Simon Jackson</p>
4.	<p>BSGE Website- Presentation from AKIKO</p> <p>ES welcomed David Evans from AKIKO. AKIKO is redeveloping BSGE website. DE gave 10 minute presentation to the Council. DE thanked Council for inviting him. AKIKO is a branding agency and works with various sectors including e-commerce and membership organisations such as Surrey Hills. DE has been working with SK and AK with specification documents on the website. DE showed visuals on screen. Old website is on old management system and needs updating. New version will be on Wordpress which is a popular CMS. AKIKO will use responsive design i.e. website will work on tablets and mobile. Video centre will have space on the website. There will be member's directory and forum. It will take card payments. Elections will be done on-line. Meetings page will be more developed. There will be a member dashboard for profile and messages which will also display history of page visited by the member. Members will be able to save videos and downloads and have ability to edit profile. For Endometriosis Centres page, there will be google map so search can be done for a centre by area and post code. Microsite for BSGE ASM 16 has also been developed. Microsite will promote the event and have detailed breakdown of ASM 16. Attendee will be able register and make payment online. ASM site will be live before 24th December. Site is ready just awaiting</p>

	<p>final content and Online Payment Gateway. Design for main site will be approved before end of December and site build will be completed by 17th March. Site will go live on 17th April. Abstracts submission will be online.</p> <ul style="list-style-type: none"> • Card payments will be accepted via Lloyd's Cardnet. • AK and SK will have admin rights to change pages and contents. Wordpress is easier than the last CMS. • Number of blocked hours can be bought from AKIKO for maintenance. It will be half of what we pay at present. • Each portfolio chair will have access to change their own webpage. <p>ES thanked DE for his presentation and looking forward to final product.</p>
2.	Minutes of last BSGE Council meeting held on 21st September 2015
	<p>ES invited Council members to read minutes of the last BSGE Council meeting page by page. NA commented that he did not receive date for Officer teleconference (4.2). MW reported that the officers met in Budapest instead during the ESGE congress. Minutes were accepted as true record of BSGE Council meeting held on 21st September 2015.</p>
3.	<p>Matters arising</p> <p>ES reported that one company is still to pay Platinum pledge from the BSGE SJM 2015. We are chasing them. Video recording from the BSGE SJM 2015 will be covered by SK later in the agenda. DB will cover BSGE ASM 2016, Cornwall separately. GS will cover specialist nurse training in her section. MW has not spoken to Julia Pansini Murrell and Sian Jones with regards to audit results. KA reported dates for the BSGE Cadaver course has changed to Tuesday, 12 and Wednesday, 13 April 2016. ES reported that NA was co-opted on the BSGE Council for 6 months and this is his second meeting. NA was invited to propose speaker from BSGI for BSGE ASM 2016 in Cornwall. NA will discuss headlines with BSGI Execs at the next meeting and come back to the BSGE. Joint BSGE and BSGI meeting is on the agenda.</p>
	NW and JC arrived at 18:45
9.	BSGE Portfolio reports
9.2	Nurse & Paramedic
9.2.ii	<p>Report-</p> <p>GS reported that at the last BSGE Council meeting, Wendy Rae Mitchell from Guildford had proposed by letter if committee would consider the appointment of an Endometriosis Nurse onto the Council and it was agreed that GS will bring this up at the RCN meeting on 20th November and will report back at this Council meeting. It was fairly unanimously that the endometriosis nurses wanted a separate representation on the Council. It was agreed that this will be explored further and raised at the AGM.</p> <p>RCN/BSGE Clinical Nurse Specialist Endometriosis CPD (continuing professional development) event- The first training session for Endometriosis Clinical Nurse Specialists took place at the Royal College of Nursing on Friday 20th November, with 43 nurses attending. The event which was a mixture of clinical lectures (Imaging, pain manages and audit) and role development workshops proved to be a huge success. The</p>

	<p>workshops and networking have provided the organising committees with the background information on which to base future training sessions and meetings.</p> <p>13th Annual Nurse Hysteroscopy Meeting The meeting will take place at Bradford University Friday March 4th 2016.</p> <p>Nurse Hysteroscopy, documents working party The Nurse Hysteroscopists have formed a working party that aim to review current document around the country.</p>
9.2.ii	Reaccreditation for the Nurse Hysteroscopists
	<p>GS reported that Helen Ludkin, past BSGE Nurse and Paramedic representative has written a letter to the BSGE. HL took on the role of reaccreditation for the Nurse Hysteroscopists but is struggling alongside her other duties. She would like for someone else to take over this admin task from April 2016. Every three years, nurse hysteroscopist have to produce their own data and they receive BSGE badged certificate. It is uncertain what admin tasks are involved.</p> <p>It was agreed that MW will speak to Sian Jones and University of Bradford to discuss this. BSGE will have to take over this role if necessary.</p>
9.1	Research & Audit
9.1.i & 9.1.ii	<p>Report and BSGE electronic database of endoscopic surgery- JC presented his report and presentation on BSGE electronic database of endoscopic surgery to the Council. Four randomised controlled trials are currently recruiting in our speciality area, all of which have been received research funding in excess of £1 million:</p> <p>PRE-EMPT (Preventing Recurrence of Endometriosis by Means of long acting Progestogen Therapy) – RCT of LARCs vs COC/nil post laparoscopic endometriosis surgery (CI Sildatiya Bhattacharya)</p> <p>HEALTH – RCT of short stay laparoscopic subtotal hysterectomy vs second generation endometrial ablation (CIs Kevin Cooper / Sildatiya Bhattacharya)</p> <p>UCON – RCT with mechanistic assessment of Ulipristal acetate vs LNG-IUS for HMB (CI Hilary Critchley)</p> <p>GAPP - RCT of Gabapentin vs placebo for chronic pelvic pain (PI Andrew Horne)</p> <p>PRE-EMPT has moved from the pilot phase (5 centres) to the full RCT – the sample size has been reduced and the randomisation is now between COC or LARC (DMPA or LNG-IUS). New centres are much welcome to aid recruitment. The NIHR Reproductive Health group raised some concerns during our last CSG meeting regarding difficulties in recruiting patients to endometriosis trials (PRE-EMPT) and fibroid trials (FEMME- UAE vs myomectomy). It is thus imperative we support this trial and in a similar vein the HEALTH trial needs our support. The delivery of these is really important with regards to future funding in our field.</p> <p>Other research</p> <p>Two papers generated from the BSGE Endometriosis Centre database are currently with Gynecological Surgery. The main treatment paper has been rejected by the green journal and F&S and BJOG gave us a steer that the relatively small follow up would make publication there unlikely. F&S were very close to accepting the second paper on symptomatology and disease location. JC is confident that with the new amendments to</p>

	<p>data collection in the database and with efforts to ensure better follow up that subsequent prospective papers will have an easier ride through the higher impact O&G journals.</p> <p>Our CSG was highlighted in the 2015 RCOG Academic Newsletter – JC provided a one side summary of aims and current work and the role of the BSGE to try and enhance visibility.</p> <p>Audit</p> <p>The draft templates for common hysteroscopic and laparoscopic procedures have been developed and will be presented at BSGE council. The idea is to have a BSGE funded IT server and members would log on to record whichever common hysteroscopic or laparoscopic procedures (demographics, surgical details, surgical and clinical outcomes) they wish. They would be used on a computer, tablet or smart phone. JC plans to develop bespoke ‘off the shelf’ audits to use alongside these databases in the New Year. Idea is to populate the database with pre-operative data and some peri-operative data. It is up to individual to enter as much data as possible. JC has been working on database which is mobile and tablet friendly.</p> <p>Data protection and Caldicott Guardian was discussed. DB explained that you can use hospital numbers, keep minimum dataset that is acceptable and you can pseudo anonymise. You should tell your Trust that is a Governance tool, it is password protected, and not using a name or address. You should also inform them that it is not part of research and it is beneficial to patients.</p> <p>JC would like to send this to Council to check and give feedback before taking it to next stage. SK reported that he know companies who can produce such database where notes will be printable for patient files. JC & SK will liaise and come back to Council with logistics and to see how much funding is needed. BSGE members will value this. RCOG will be interested in such tool for re-validation purposes.</p>
<p>9.3</p>	<p>Industry Relations & Meetings</p>
<p>9.3.i</p>	<p>TC reported attention is being focused on securing sponsorship for the ASM in Cornwall. An invitation letter / e-mail went out to all potential sponsors a couple of weeks ago and we have already had two companies keen on pursuing the Platinum option. We have decided to limit the number of platinum packages to 5 to ensure a degree of exclusivity but also to ensure the meeting does not get over loaded with industry lectures / events. If any Council member knows of anyone or meet and representatives who may be interested in sponsoring the event, please let TC know and also point them to the website where the invitation letter and information regarding sponsorship packages can be found (http://bsge.org.uk/BSGE-SJM-exhibition-sponsorship-opportunities.php).In summary there will be 4 options, bronze to platinum, with costs between £2000 and £15,000. £42k has already been pledged out of which £23k is secured. Stryker has not paid for SJM 2015 but have pledged Platinum sponsorship for 2016.</p> <p>Karl Storz have written a letter wanting to pledge Platinum sponsorship for the BSGE ASM 16 but at a reduced rate. This was discussed. It was agreed that as Storz provide stacks for HOT sessions, we will keep the Platinum pledge at £15k but will BSGE will pay for stacks.</p>

	ES reported that Shelley Hawkins from Ethicon wants to meet to discuss number of issues including sponsorship issues for ASM 16. Ethicon and Karl Storz may want to do joint sponsorship which isn't acceptable to the BSGE.
9.4	Communications & Website
	SK thanked judges of BSGE Video Competition. Only one video was received in consultant category. We need to encourage members to enter videos in the competition next year. There is no update on security breach of the website. Video recording for the SJM- SK reported that Formedia want £900 to upload. SK will show AK how to do upload from Vimeo to the current BSGE website. SK requested contents for the website from Council. ES reported that SK, TI and MW chose AKIKO out of five companies after reading their proposal. It would cost around £15k plus VAT to redevelop new website. SK questioned if platinum sponsor logo should be placed on only ASM microsite or also on the main BSGE website? This was discussed and it was agreed that SK, TC and TI will come up with a pricelist of advertising on the main website. MW thanked SK for all the work he is done on finding new company to redevelop the website.
9.5	BSGE Endometriosis Centres
9.5.i	<p>Report- CG read his report-</p> <p>Endocentre exemplar surgery Video Following the last council meeting in September the process for submission of videos for centre accreditation has been agreed and the document uploaded to the database. The process for appeal has also been reviewed and updated to reflect this change.</p> <p>Email Database follow up system The email follow up for patients is now established and appears to be working. Some centres have experienced problems with patients not appearing on follow up lists and absent data when email follow up is complete. Some of these issues relate to incomplete fields in the active episode but others are still being investigated by the database developers and further information will be available in due course.</p> <p>Endometriosis Database outcome data completeness The most significant problem that remains with the data is incompleteness of follow up which has prevented publication of data analysis and there is ongoing review of this through SAG. That said we currently remain the only national society with centralised data collection for severe endometriosis and our focus will remain on using this to provide information on surgical outcomes and to help provide patients with access to consistent information and treatment. A new report of the follow up performance has been added to the database, so centres can track their progress. These figures will be reported back to all centres with the 2016 data, so they can compare their performance with their peers.</p> <p>Endometriosis clinical Nurse specialists The first Nurse Specialist education day was run at the RCN on 20th November. Tom Smith-Walker has provided invaluable support and help in the organisation and running of this and our aim is to provide this as a regular feature through the annual scientific meeting. ES will write a letter to thank TSW.</p> <p>Database Audit for 2016 The database will shut down from midnight on 31/12/15 for the annual data analysis so centre will be reminded to have their cases submitted to the database by then. CG will write to all centre lead to remind them to submit their before midnight on 31/12/15.</p>

	DB explained the database will be switched off at midnight on 31 st December and data downloaded.
	ES asked SK when will be the next issue of The SCOPE. SK reported it will in March 2016. SK will need contents for the newsletter. It was discussed if personal opinions can be published in the newsletter. It was agreed that opinions should be peer reviewed and published with an explanation.
9.6	BSGE Awards & Bursaries
	SJ sent his apologies. ES reported for annual awards, there was 1 application for Alan Gordon travelling fellowship, 4 Trainees travelling fellowship and 14 medical bursaries (4 were from one person). ES, TI and SJ will score applications together.
9.7	Guidelines
	<p>EB sent her apologies. EB report was read out by SU.</p> <p>'I would be grateful if you could read out the paragraph I'm sending you and feedback if a US adviser is acceptable to the team. He is a well-respected clinician and academic and would be an asset. This is the progress report on laparoscopy in pregnancy guideline development. The systematic searches have been completed, we have work groups of doctors extracting data.</p> <ul style="list-style-type: none"> - the searches will be sent out to them over the next week - Manesh Gupta has been sent the draft for presentation at RCOG guideline meeting - We have commitment of Mo Tahar, academic and colo-rectal surgeon to do the section of appendicitis. <p>Advisers: Paul Flynn (Wales), Davor and Tony Chaloub (Newcastle)</p> <p>Also off for advice from Andrew Brill Dan Francisco- open for discussion</p> <p>Paul Flynn has experience in focus and PPI- for patient involvement Natasha Waters- identification of patients who want to participate in development of guideline'</p> <p>Question- Can BSGE use someone from USA? TI explained BSGE will cover minor expenses as Guideline is a portfolio without budget. EB needs to report on cost implications involved for using US adviser.</p> <p>Question- Will the guideline have patient and public involvement? ES reported it is very difficult to recruit patient for such a narrow topic.</p> <p>EB will report back in January. EB is planning on meeting with her group at ASM, Cornwall.</p>
9.9	Hysteroscopy
	NW reported that she has looked at hysteroscopy in ATSM. Work practice has changed a lot and this is not reflected in current ATSM. NW is working with Natalia Price and will be RCOG ATSM office Alistair Campbell next day.
9.8	Laparoscopic Training
9.8.i	Proposal to Develop a BSGE National Course for Laparoscopic / Hysteroscopic Training

	for ST 1 to ST 5
	<p>SU presented a report on above for junior trainees. This is a proposal to develop a National BSGE Accredited Course to be run locally within all the Deaneries for trainees ST 1 to ST 5. This would be based on pilot project done on gynae simulation last year. It is important for BSGE to get involved. Plan would be to implement a course of a similar nature where we have a Trainers Day either at a BSGE course centre or the RCOG (we would need to have this jointly with the RCOG). We invite trainers from across all Deaneries and then these trainers will develop and deliver the course local within their own Deaneries. The course will have a standard format and content which would ensure a uniform process of delivering the course to a high standard. The course could be run annually or twice a year if need be.</p> <p>JC commented that we should be clear with the aim and at what level. This course shouldn't overlap basic skills.</p> <p>ES reported this meeting should be developed over a day so it is easy to deliver once or twice a year depending on numbers.</p> <p>It was agreed that SU will continue to develop the idea and structure of the day and will discuss at the next meeting.</p>
9.10	Training
9.10.i	Proposal for a Trainee subgroup within BSGE society
	<p>FS proposed a sub group for trainees within the society. As BSGE trainee representatives, FS & KA are often approached by trainee colleagues with questions about fellowship, ATSM, courses etc. Several societies have trainee sub group that are detached from the main society body. Sub group is created to address trainee specific issues and development and have their own annual meetings and functions. As the BSGE is redeveloping the website, it is good opportunity to have a separate area for trainees. A forum can be created to discuss matters and express opinions on trainee related issues. FS has produced a logo for 'RIGS'- Registrars in Gynaecological Surgery. You have to be a member of the BSGE to be a member of RIGS. This would a good resource for trainees. This was agreed and it would be bolted on at the ASM as a breakout meeting.</p>
	ES congratulated KA on his new substantive consultant post in Oxford. KA will step down at next election but will continue with his ongoing projects.
9.11	Tariffs
	SB reported best practice tariff is continuing with outpatient hysteroscopic sterilisation at £1198 and outpatient hysteroscopy at £485. There has been no communication from DoH.
10.	AOB
	LapHyst project- JE reported first Training the Trainers course for 6 delegates was successful. JE hopes to hear back from industry regards to sponsorship by next week and hope to recruit 12 trainees in 2016. An advert will be sent out to all members.

5.i	Endometrial Hyperplasia guideline
	ES reported this was circulated to BSGE Council members in advance. This will be launched in January. JC is the main author of the guideline.
5.ii	RCOG 2016 World Congress
	ES reported that this event will be held in Birmingham in June 2016. BSGE has contributed to the programme. RCOG wants reviewers for abstracts. Link has been sent to Council members if they assist with this.
	Olympus Training Programme
	ES reported that Olympus has launched a training programme for 12 trainees. This has been advertised to members. Ethicon advert will go out soon too.
6.i	BSGE ASM 16, Cornwall
	<p>DB reported on</p> <ul style="list-style-type: none"> • Sunday, 15th May there will be BSGE Away Day which is an extended BSGE Council meeting. There will Council dinner at the end of the day. Council members can be help following day with pre-congress courses. • 3 masterclasses will be held at Royal Cornwall Hospital on Monday, 16th May. Live surgery, ambulatory hysteroscopy and HOT sessions. • For hysteroscopy workshop, DB has some volunteers, JC, NW, SB and GS. • LOC are Jonathan Lord and Lisa Verity. • Official invites have not been sent out yet. • SU, FS, MW and TI will help with the HOT session. • All workshops will have a flat fee of £75. • Transport will be available plus catering. • Monday, 16th May afternoon will be Scientific Advisory Meeting. CG, ES and JC plus other SAG members have to watch 54 videos. • There will be a Welcome BBQ at 8pm at Bedruthan Hotel in the evening, funded by the BSGE. • ASM will be held on Tuesday, 17th and Wednesday, 18th May. • DB is working on the programme. • We must use the hotel to ensure it is fully utilised. • Few rooms kept for speakers and platinum sponsors. • There will be dedicated programme for nurses, endometriosis and hysteroscopy. • There will be 'Meet the experts' session. • AC will present the Sir Alec Turnbull lecture • DB requested suggestions for debate. • There will be breakout meetings such as CSG, RIGS, Endocentres.
7.	Honorary Treasurer's items
7.i	Report
	TI report has already been circulated. BSGE is £16k poorer than at the last meeting but that is because October is a big spending month. We have to be more prudent with

	spending.
7.ii	Financial Services Compensation Scheme
	TI reported that we are only covered for £75k per account from Financial Services Compensation Scheme. BSGE will have to open more bank accounts. TI will speak to Haslers, BSGE accountant about this.
7.iii	Fibroid meeting at the RCOG
	TI has been in talks with RCOG Conference department with proposal for a RCOG/Fibroid meeting. This will bring more profit to the BSGE. This joint meeting will be advertised after the ASM. Council should think about holding other joints meeting at the RCOG such as fertility or Endometriosis. They can be sponsored by industry such as Lina.
8.	Honorary Secretary's items
	MW reported the BSGE Away Day will be held on Sunday, 15 th May. One night accommodation will be covered by the BSGE. Topics and suggestions welcomed. Trainee projects such as urogynae projects suggested by SJ will be discussed. BSGE structure will also be looked at in detail. MW reported that elections process will start in January. MW & AK will email Council members in the new year.
	SB asked if he should come to the BSGE Away Day. ES reported that SB term on the Council has come to an end in December 2015. BSGE Officers will discuss and come back to SB.
	AOB
	No other business. Meeting closed at 20.45