

Australian and New Zealand Society of Nuclear Medicine (ANZSNM) Physics Special Interest Group

Minutes of the Annual General Meeting 2012

Date & Time: 28th April 2012, 13:00 – 14:00

Venue: Melbourne Convention and Exhibition Centre, Melbourne

Attendees:

Darin O'Keefe (Chair), Sylvia Gong (Secretary, Minutes), Leighton Barnden, Graeme O'Keefe, Richard Smart, Robert Barnett, Paul Marks, Dale Bailey, Kathy Willows, Nick Forwood, Phillip Calais, Megan Horsfield, Erin Mckay, Peter Collins, James Crocker, Nick Hille, Kevin Hickson

Apologies:

Matthew Griffiths, Chithradevi Sathiakumar

1 Minutes of the last meeting (16 July 2011, Darwin, Northern Territory)

1.1 The minutes from the last meeting were accepted without amendment.

2 Business arising from the minutes

Action No.	Summary of action	Action by:
16/7/11:1	Actions SIG Chair to canvas SIG members for further nominations to TSC	Matthew Griffiths

2.1 TSC has been restructured, with Richard Smart as the Chairman.

3 Correspondence

3.1 No correspondence that is not addressed in the agenda or reports.

4 Finances (report from Chithra Sathiakumar)

4.1 Treasurer's report

4.2 Budget submissions

4.2.1 The budget looks a little unusual at present because although we have not received any income nor incurred any expenses to date, it was anticipated that we would incur \$2950 in additional expenses, making the SIG appear over budget.

**The Australian and New Zealand Society of Nuclear Medicine
Profit & Loss Budget vs. Actual SIG Physics
January through December 2011**

	Jan - Dec 11	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Event Income	0.00	2,750.00	-2,750.00
Sponsorship	0.00	3,000.00	-3,000.00
Total Income	0.00	5,750.00	-5,750.00
Expense			
Committee Expenses	0.00	1,500.00	-1,500.00
Conferences Expense	0.00	500.00	-500.00
Continuing Prof Development	0.00	3,500.00	-3,500.00
Meeting Expense	497.71	500.00	-2.29
Total Expense	497.71	6,000.00	-5,502.29
Net Ordinary Income	-497.71	-250.00	-247.71
Net Income	-497.71	-250.00	-247.71

**The Australian and New Zealand Society of Nuclear Medicine
Profit & Loss Budget vs. Actual Physics SIG
January through March 2012**

	Jan - Mar 12	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Event Income	0.00	3,700.00	-3,700.00
Sponsorship	0.00	3,000.00	-3,000.00
Total Income	0.00	6,700.00	-6,700.00
Expense			
Committee Expenses	0.00	3,950.00	-3,950.00
Continuing Prof Development	0.00	3,500.00	-3,500.00
Meeting Expense	0.00	2,200.00	-2,200.00
Total Expense	0.00	9,650.00	-9,650.00
Net Ordinary Income	0.00	-2,950.00	2,950.00
Net Income	0.00	-2,950.00	2,950.00

5 Reports

5.1 Physics SIG Chairperson's report – Darin O'Keeffe

- 5.1.1 Thank you to Matthew Griffiths for the hand over of the Chair's role.
- 5.1.2 Skills Australia – a submission was made on the update of the Skilled Occupations List in which medical physicists are listed. Thanks to Graeme O'Keeffe and John Cormack for their input.
- 5.1.3 ARI dose calibrator survey – provided initial comments on the proposed programme because of a limited timeframe. Darin then called for comments from the SIG, but none were received.
- 5.1.4 Physics SIG representative for the Technical Standards Committee – Graeme O'Keeffe is representing the Physics SIG on the TSC. Nominations for the Physics SIG representative will be called for at the re-election of the SIG Executive Committee at next years AGM.
- 5.1.5 Apologies for the lack of a symposium in 2011

5.2 Technical Standard Committee's reports

5.2.1 TSC chairperson's report – Richard Smart

- The committee now comprises of Richard Smart nominated as Chair, other committee members are Andrew Campbell (WA), Peter Collins (SA), Dale Bailey (NSW), Darin O'Keefe (New Zealand), David Binns (VIC & Tas), Elizabeth Bailey (Technologist SIG), Jennifer Guille (Radiopharmacist SIG), Graeme O'Keefe (Physics SIG), and Alex Pitman (Association of Physicians).
- The committee had the first teleconference meeting on 21st Feb 2012. The first face-to-face meeting is to be on 29th April 2012. Four working groups have been established to complete the agreed tasks given by the committee, and each group is chaired by a physicist.
- The dose calibrator quality assurance group is chaired by Richard Smart and Jennifer Guille, Elizabeth Bailey, Darin O'Keefe and Graeme Snowdon. A few others who are non-TSC members are going to be included too.
- The document of minimum QC for NM equipments hasn't been updated since Nov. 1999 and urgently needs updating. The working group is chaired by Andrew Campbell with Peter Collins, Elizabeth Bailey, and Darin O'Keefe.
- The document required for PET Accreditation was last updated on 4th May 2007. The document revision group is chaired by Dale Bailey with Alex Pitman, David Binns, Graeme O'Keefe, and Darin O'Keefe.
- The Software phantom and clinical software validation working group is chaired by Peter Collins with Dale Bailey and Robert Barnett.

5.2.2 Report from Dose Calibrator Quality Assurance working group - Richard Smart

- The group has had the liaison with the Activity Standard Lab at ANSTO to discuss the proposed Dose Calibrator Proficiency Testing Program. The group will ensure that the Lab will get directly involved in the program so the measurement is traceable to the primary activity standard.
- The chief metrologist of the National Measurement Institute was contacted to discuss the possibility to extend the proficiency testing programme to an actual calibration programme with the results of dose calibrator linearity tests.
- The discussion on standardizing the linearity measurement procedure is undergoing with ANSTO.
- The dose calibrator survey was previously run every 2 years. The proposed Dose Calibrator Proficiency Testing Program is going to be performed annually using ^{99m}Tc, using ¹³¹I every second year, and other radionuclides on a less frequent base.
- ⁶⁸Ge/⁶⁸Ga standard source will be used to assess the response of PET radionuclides. ACPSEM has applied to the federal government for the funds. DOHA has being slow on processing the application which needs to be followed up.
- To be technically validated for Australian (sites), the standard source also needs to be calibrated in the ANSTO Activity Standard Lab in comparison with the ¹⁸F standards.

5.2.3 Report from PET Accreditation Documentation working group - Dale Bailey

- The 1st face-to-face meeting has been set up to define the areas in updating the documentation requirements for PET Accreditation (version 4th May 2007). Another teleconference will be set up to get the revised document ready for submission to the Federal Council by the end of 2012.
- It is agreed to have everybody to scan a simple phantom once a year as part of the (PET scanner) accuracy test. The results of dose calibrator survey results need to be included so that it can be cross referenced with the results of the PET scanner accuracy and consistency test.
- Some issues are still under discussion such as tightening the definitions of roles and responsibilities, the necessity of establishing the supervised QC program and feasibility of using SUV for the accuracy test.
- The report needs to be completed by the end of 2012.

5.2.4 Report from the Minimum QC for NM Equipment Documentation working group – Darin O’Keeffe

- Andrew Campbell has gone through the existing documents and added in comments and questions to stimulate the discussion.

5.2.5 Report from the Software Phantoms and Clinical Software Validation working group - Peter Collins

- The software validation working group consists of Peter Collins, Elizabeth Bailey, Dale Bailey, and Robert Barnett.
- The 1st teleconference was hold a week before the ANZSNM 2012 AGM. Current aim is to get the online software audit system tested in the next couple of months and to provide the written instructions. The software is going to be used either as an auditing tool or for training purpose.
- Peter Collins has been in contact with the UK group which is active on NM software auditing in the last 10-12 year. The UK group is keen to collaborate and is currently working on the publication of the developed datasets which are easy for the ANZSNM working group to share and test.

5.3 IDL user group report – Leighton Barnden

5.3.1 Leighton asked for feedback and suggestions on formalizing the membership of the user group, and renaming/restructuring the IDL user group to include IDL but not only in software development and referencing (Action 2012-04-28:01, Leighton Barnden). The IDL user group webpage with the resource, link and contact information has been uploaded on the ANZSNM society web site. Erin agreed to take the responsibility to document the issues raised in the discussion, quality assurance in software development and the resource requirements.

5.3.2 User feedback on the IDL latest version.

5.3.3 Leighton has developed software to monitor the detector sensitivities in triple-head SPECT gamma cameras which may be useful for the QC group.

5.4 ACPSEM liaison/accreditation – Leighton Barnden

5.4.1 The last Nuclear Medicine TEAP candidate acceptance of 2011 is now closed. The TEAP program is being replaced with DIMP training and accreditation scheme for optional dual

accreditation in NM and Radiology. This is a 4-year program, including 2 years of the Master Degree with Research project, 1 year doing both basic NM and Radiology, and the 4th year specialising in Nuclear Medicine and Radiology.

5.4.2 The DIMP dual accreditation program is being reviewed regarding the amount content to be covered and what will be optional.

5.4.3 The DIMP dual accreditation program is open and the certification panel is going to be organised by May 2012.

5.4.4 The mechanism for internal and external supervisor appointment is under discussion.

5.5 ANZSNM Federal Council Physics Representative – Graeme O’Keefe

5.5.1 In the November meeting, there were vigorous discussions on both Physic SIG budget break down and TSC budget. Physics budget needs to represent again since some potential elements were missing, eg. travelling expenses for the SIG chairperson, panel, and conferences.

5.5.2 There are some discussions on Workforce Australia commission re. on-going medical workforce issues. More locally Victoria DOH has requested both ANZSNM and ACPSEM to examine the ability of the current and projected future supply of medical physicist and radiation safety workforce in Australia to meet demand for their services.

5.5.3 Most of the discussions were focused on the national registration for NM technologists and shall be covered in the ANZSNM AGM in this afternoon.

6 Election of committee members – Darin O’Keefe

6.1 The election of committee members is next due in 2013.

7 Next Physics SIG workshop – Dale Bailey

7.1 The physics SIG is currently planning a MR/PET-MR Symposium as its annual workshop in the middle of December 2012 (provisional date: 13th Dec. 2012).

7.2 Many speakers will be from outside of the Physics SIG. Topics may include MR basics, system installation, specification, sequences, and practical PET/MR as initially proposed by Matthew Griffiths.

8 Email distribution list – Darin O’Keefe

8.1 Call for discussion and feedbacks on how the ANZSNM Physics SIG member email list to be maintained and distributed, as well as how to response to the non-members’ requests of receiving the Physics SIG distributed emails (Action 2012-04-28:02, Darin O’Keefe).

9 Collaboration with the EANM Physics Committee – Darin O’Keefe

9.1 Call for establishing formal on-going relationships with international organisations such as the EANM association to align the practices of the ANZSNM physics SIG with current and developing international standards (Action 2012-04-28:03, Darin O’Keefe).

10 Physics SIG objectives – Darin O’Keeffe

10.1 Currently there is no specific objective for the Physics SIG in the ANZSNM regulations. It needs to be clearly distinguished from ACPSEM Physics SIG. Graeme, Dale and Darin will work together to address this (Action 2012-04-28:04, Darin O’Keeffe).

11 Other Businesses

11.1 Darin O’Keeffe called for the contributions to a regular Physics SIG newsletter which summarises some recent and interesting findings relating to NM physics, eg. websites of interest, books, RSS feeds, meetings and seminars etc (Action 2012-04-28:05, Darin O’Keeffe).

11.2 Kathy Willowson wishes to bring attention to the Physics SIG (on behalf of Dale) about the collaboration with Mike Stabin/Michael Ljunberg (which has since taken place at the SNM) on developing a whole body dosimetry data set, to act as a gold standard measure for sites to bench mark against.

11.3 Paul Marks wishes to bring attention to members that ARPANSA is currently establishing a software-based survey program for the development of national DRLs.

12 AGM Close

12.1 The AGM closed at 13:55PM.

Action summary for review at the next meeting:

Action No.	Summary of Action	By Whom
2012-04-28:01	Call for suggestion on formalizing the membership of the IDL user group, and renaming/restructuring the IDL user group to include IDL but not only in software development and referencing.	Leighton Barden
2012-04-28:02	Call for discussion and feedback on how the ANZSNM Physics SIG member email list to be maintained and distributed.	Darin O’Keeffe
2012-04-28:03	Call for establishing formal on-going relationships with international organisations to align the practices of the ANZSNM physics SIG with current and developing international standards.	Darin O’Keeffe
2012-04-28:04	Call for defining the specific objectives for the Physics SIG in the ANZSNM regulations.	Darin O’Keeffe
2012-04-28:05	Call for contribution to a regular Physics SIG newsletter which summarising some recent and interesting findings relating to NM physics.	Darin O’Keeffe