

AGENDAS &
MINUTES OF
ACCV Mammographic
Screening Advisory
Committee (state)

Anti-Cancer Council of Victoria



ACCV MAMMOGRAPHIC SCREENING ADVISORY COMMITTEE (STATE)

Minutes of Meeting
held on Wednesday, April 12, 1989 at 4.30 pm
in the Boardroom, Anti-Cancer Council of Victoria

Present: Dr NJ Gray (Chairman), Professor RRH Lovell (Executive Secretary), Ms J Forwoodd, Dr D Hill, Ms S Hurley, Ms J Maddigan, Dr R Marks, Dr M Moran, Ms D Reading, Dr RD Snyder, Ms S Fitzpatrick

The Chairman opened the meeting welcoming those present. He introduced Ms Dorothy Reading, Director Education Unit, ACCV and advised that Ms Onella Stagoll had been appointed to the position of Coordinator, Women's Health Policy Unit, Health Department Victoria and had succeeded Ms Christine Giles on the Committee.

1. Apologies: Mr JP Collins, Dr GG Giles, Dr N Sacharias
2. Report of last meeting (27/1/88): The minutes, having been circulated were accepted as a true record.
3. Business Arising from the Minutes
 - 3.1 Letter to Minister of Health: The Chairman referred to the circulated letter and noted that it was in agreement with discussion at the previous meeting.
 - 3.2 Publicity - Epworth Hospital: Ms Hurley referred to item 8 of the minutes and advised that the misleading advertising material was still being distributed. Dr Snyder advised that the BSC had suggested that the misleading statement be altered and that Epworth had agreed to do this. It was agreed that BSC be asked to raise the matter with Epworth Hospital again.

In the absence of mr Russell, who was expected, the Chairman moved discussion to item 6.

6. Definition of standards for performance & interpretation of mammograms
 - 6.1 Accreditation guidelines: The RACR 'Accreditation Guidelines for Screening Mammography Facilities' (10/3/89) were noted.

Several matters were commented on: (1) advertising standards; (2) advising women of the results of their mammogram, especially with regard to the unreferral client and in particular those presenting with symptoms; (3) follow-up of positive screening results; (4) privacy aspects of data collection and minimal requirement to maintain a register.

It was noted that the RACR would assess presently operating units in Melbourne for accreditation. The Essendon Pilot Project was currently being assessed.

It was agreed that BSC's comment's on the guidelines should be sought.

It was agreed to request the College, in due course, to furnish the ACCV with a list of accredited mammography screening facilities in Victoria. It was also agreed to suggest to the College that there was a need to inform GPs of accredited facilities.

It was agreed to write to RACR expressing concern about the use of scare tactics as a means of motivating women to attend screening units and to suggest that the RACR take account of the form of advertising employed by units when considering their accreditation.

6.2 Advice to Minister of Health

It was agreed to advise the Minister that the RACR Accreditation Guidelines for Screening Mammography Facilities (10/3/89) have been received and that their operation would be a matter of continuing interest to this Committee.

8. Monitoring mammographic screening in Victoria

It was agreed that it was not possible at present to monitor the use of mammographic screening of symptomless women in Victoria and that it was not currently a matter of high priority. It was noted that the Commonwealth Government was monitoring the pilot projects.

The Chairman moved discussion to item 4.

4. AMEH Project - progress report

Ms Hurley reported that the project commenced operation on October 31, 1988. The project had experienced a number of problems in setting up, especially within a hospital environment. Particular problems, which could have an impact on future centres, included the difficulties in recruiting radiographers and preconceived ideas of rate of work which did not correspond with that foreseen by management. This latter problem resulted in less women being screened than planned. The project aimed to screen 30,000 over two years. As at 10/3/89 (18 weeks) 2086 women had been screened, and at this rate only 30% of target would be screened. Approximately 150 women were attending per week, compared to the original estimate of 250-300. Currently the available appointments have been filled to 80-90% capacity with the exception of the January period.

It was apparent that not as many women as had been thought were willing to attend the project without considerable encouragement. Personal invitation letters were now being sent to a random sample of women offering an appointment time. A detailed evaluation of the project would be conducted in June.

Ms Hurley advised that the recall rate was in the order of 10%, which was as expected.

It was noted that the Minister of Health's nominee on this Committee would report progress to the Minister.

10. Other matters

It was noted that despite emerging evidence that a high proportion of women were not rushing to have mammograms, there was a group of women pressing the need for an item number for screening mammography.

It was noted that the lack of radiographers and radiologists was a worldwide problem. Dr Moran stated that screening mammography was a job of low satisfaction, and he indicated that specific training for mammography radiographers might be what was needed.

5. Pilot projects - consideration of next step

Dr Gray advised that he had written to the Victorian Health Promotion Foundation asking if they would entertain the idea of funding a second pilot project. Their response was "it was decided that consideration of a second pilot mammography project should be delayed pending experience and evaluation of the first project which is still in progress".

It was agreed to advise the Minister of Health that the Committee accepted this.

11. Next Meeting

The next meeting would be held perhaps in 3-6 months time, at the discretion of the Executive Secretary.

12. Other Business

The absence of a surgeon at the meeting was noted. It was suggested that an additional surgeon be invited, and it was agreed to invite Mr Stewart Hart, Executive Secretary, Breast Study Committee.

Dr. Gray.

A member of the Australian Cancer Society
Director: Dr Nigel Gray A.M. MB. BS. Hon. LL.D. FRACP. FRACMA

Anti-Cancer Council of Victoria



Michael Horgan

ACCV MAMMOGRAPHIC SCREENING ADVISORY COMMITTEE (STATE)

The third meeting of the ACCV Mammographic Screening Advisory Committee (State) will be held on **Wednesday, April 12, 1989 at 4.30 pm** in the Boardroom, Anti-Cancer Council of Victoria, 1 Rathdowne Street, Carlton South.

AGENDA

Wella.
Welcome DR vice PM
John Collins etc

- 1. Apologies
- 2. Report of last meeting (27/1/88) Attachment 1

- 3. Business Arising from the minutes
 - 3.1 Letter to Minister of Health (3/3/88) Attachment 2

- 4. AMEH Project - Progress Report *9 am*

- 5. Pilot projects - consideration of next step *- NB to go - VHPF is only funding but what do we think? Discuss.*

- 6. Definition of standards for performance and interpretation of mammograms
 - 6.1 Accreditation guidelines for mammography screening facilities approved by RACR Council (10/3/88) *- Ray Bisset. we should ask for numbers.* Attachment 3

- 6.2 Preparation of advice to the Minister —

- 7. Standardisation of description of pathological findings in lesions detected by mammography (NBSC Sub-committee progress report) *- ISB*

- 8. Monitoring mammographic screening in Victoria *- not happening - is it premature? Should it happen? who should do it. Medicare*

- 9. Guidelines for management of patients Attachment 4

- 9.1 Progress by NBSC *- are in our protocol*

- 10. Other matters *Should there be standard guidelines? Note publication of surgeons study.*

Minister

ATTACHMENT 1.



Anti-Cancer Council of Victoria

67-smac-02

29/1/1988

ACCV MAMMOGRAPHIC SCREENING ADVISORY COMMITTEE (STATE)

Minutes of the Meeting
held on Wednesday January 27, 1988 at 4.30 pm
in the Boardroom, Anti-Cancer Council of Victoria

1. Apologies: Mr. J. Collins, Ms. C. Giles, Dr. G. Giles, and apologies from Mr. Russell for being late.

2. Report of Inaugural Meeting (9/10/87)

The report of the meeting held on October 9, 1987 was accepted as a true record.

3. Business arising from previous meeting:

- 3.1 Alternates for members

No further alternates were nominated.

- 3.2 Study on Women's Health Beliefs

This document was prepared by Jill Astbury in response to an enquiry by Janet Forwood at the last meeting. It was noted that the Principal Investigator is Dr. Sandy Gifford. The project, in which health beliefs in two groups of migrant women are being compared, is funded by the NHMRC.

- 3.3 Report of Data Management-Computing Working Party

Ms. Hurley advised that it was recommended that computer hardware consist of IBM compatible desk-top computers with a 40 or 100MB hard disk with specifications that would allow multiple users; that software programs be written using the SIR or Informex data base systems; and that more specific recommendations be deferred until the AMEH project management committee had been formed.

It was agreed to accept the interim guidelines on hardware and software as recommended by the Working Party.

4. The AMEH project - Report on progress

Dr. Gray referred to the copy of the project protocol that had been circulated with the agenda. He advised that this project was considered by the Victorian Health Promotion Foundation at its meeting on Wednesday January 20, and it was supported to the extent of \$1.45 m over three years. The Amalgamated Melbourne and Essendon Hospital would be administering the project.

The Committee further agreed that the implementation of this plan must depend on an assurance to potential applicants that funds up to \$2m. each would be available for one or two projects.

It was therefore agreed that Dr. Gray should be asked to approach the Victorian Health Promotion Foundation requesting them to underwrite the development of up to two more Mammographic Screening Pilot Projects in Victoria, to the extent of a total not exceeding \$4m, the Pilot Projects to be those recommended by the ACCV State Mammographic Screening Advisory Committee of Victoria on the advice of its Pilot Project Sub-Committee.

6. Definition of standards for the performance and interpretation of mammograms, and the standardisation of reporting - preparation of advice to the Minister

Professor Lovell stated that this was one of the Committee's terms of reference and that it should advise the Minister on the directions it was taking. He noted the concern expressed by Dr. Snyder, as Chairman of the Breast Study Committee of the ACCV, in paragraph 1 of his letter of January 8th. He also noted the tabled letter received from Dr. Sacharias in reply to his request for information on the actions of the Royal College of Radiologists.

It was agreed to advise the Minister that the standards should be those set out by the Royal Australasian College of Radiologists. It was understood that the College was also taking steps related to accreditation of centres offering mammography.

It was agreed that the College be asked to state their view regarding accreditation of radiologists and whether they thought that any new regulating powers would be needed to implement their proposed accreditation scheme.

It was agreed that Dr. Sacharias would report at the next meeting on the College's proposed policies on the notification of patients and professional correspondence that should follow mammographic screening.

7. Standardisation of description of pathological findings in lesions detected by mammography

It was noted that a Pathology Sub-Committee had been established by the National Breast Study Committee with Dr. Richard Reed as convener. This Sub-Committee would be reporting to the National Committee in March.



Anti-Cancer Council of Victoria

March 3, 1988

57-smac-01

The Hon. David White
Minister for Health
Department of Health Victoria
PO Box 4057
Melbourne 3001

Dear Minister

Re: ACCV Mammographic Screening Advisory Committee for Victoria

You will recall that you approved the terms of reference and membership of this Committee by letter dated 22nd June, 1987.

The Committee has met on two occasions, and in accordance with its terms of reference now offers advice on the following matters.

1. Pilot mammographic screening projects

Noting that the Victorian Health Promotion Foundation had funded the AMEH-ACCV Pilot Project, it was agreed that Dr. Gray should approach the Foundation requesting them to underwrite the development of up to two more Pilot Projects in Victoria, to the extent of a total not exceeding \$4m. Once an assurance of funding was obtained, the Committee would call for proposals from any person or institution in Victoria interested in designing and conducting a project. Selection of one or two projects for funding would be based on rigorous evaluation of the proposals.

2. Definition of standards for the performance and interpretation of mammograms

It was agreed to advise the Minister that the standards should be those set out by the Royal Australasian College of Radiologists.

3. Monitoring mammographic screening in Victoria

It was agreed to advise the Minister of concerns expressed about advertising of screening. The Committee resolved to seek to handle this matter through the Royal Australasian College of Radiologists and the Breast Study Committee of the Victorian Cooperative Oncology Group of the ACCV.

Other matters in the Committee's terms of reference are being pursued.

The Committee is assisted in its deliberations by three members nominated by the Minister : Ms Janet Forwood, Ms Judy Madigan and Ms Christine Giles.

Yours sincerely

Nigel Gray
Chairman of the Committee

DECO 2/4



The Royal Australasian College of Radiologists

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→ R. Lovell
for info
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1886e
Encl

29 March 1989

Dr R.D. Snyder
Chairman
Breast Study Committee
Anti-Cancer Council of Victoria
Keogh House
1 Rathdowne Street
CARLTON SOUTH VIC 3053

Dear Dr Snyder

Guidelines for Mammography Screening

Thank you for your letter of 16 March 1989 addressed to Dr Peter Wilson requesting the updated guidelines for Mammography Screening. Accordingly we enclose a copy of the current guidelines for your records.

Yours sincerely

Elizabeth Roocke

Executive Secretary



The Royal Australasian College of Radiologists

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Reasonable on Technical requirements

ACCREDITATION GUIDELINES FOR SCREENING MAMMOGRAPHY FACILITIES

APPROVED BY RACR COUNCIL 10 MARCH 1989

ACCREDITATION GUIDELINES

1. Mammographic method

Film/screen technique

2. Equipment

The Accredited facility will have dedicated mammography equipment which meets acceptable specifications for screening mammography. The specifications of NHTAP are helpful as a guide. The specifications of equipment in each facility will be assessed during accreditation.

3. Processing

Special processing is of value in dose reduction and film contrast improvement. At present, development time should not be less than 40 seconds at a temperature not below 35°C.

Processing performance must be assessed daily using a sensitometric strip and densitometry, and charted. These results to be available for quality control checks. An efficient form of chemical mixer is desirable.

4. Quality control

4.1 A central quality assurance program will be instituted by the College. Use of this program will be a requirement for accreditation.

5. Radiologist

5.1 The Radiologists performing screening mammography in an accredited facility will have received an acceptable level of formal training and experience in mammography.

5.2 One such radiologist must be nominated to be in charge of each accredited facility.

5.3 Continuing Accreditation of the unit will depend on evidence of continuing experience and continuing education of the radiologists, and analysis of their performance in screening.

9. Reporting Cont

Reports of recall mammography should similarly state clearly that the examination is negative for cancer and that the client should return to regular screening or that the mammogram is positive and that the patient requires clinical assessment. A narrative description of abnormalities detected should be provided as well.

10. Storage of films

The nominated Radiologist has the responsibility to ensure to the best of his ability that the mammography films are stored in such a manner that they can be reclaimed for comparison study at later screening examinations. Film storage and copying facilities must be available on site.

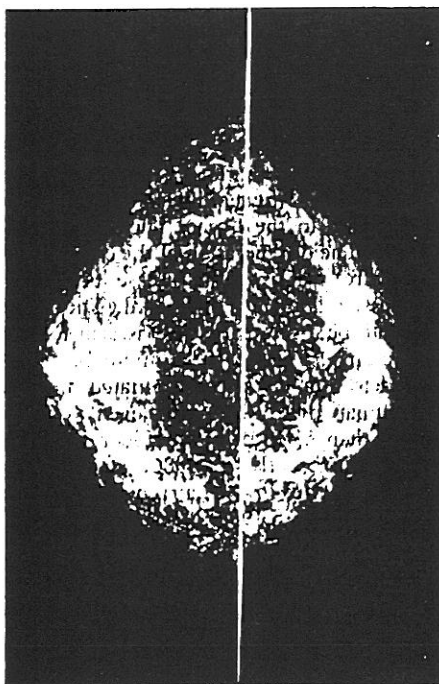
11. Advertising

Publicity statements and advertising of accredited mammographic screening facilities should meet medical ethical standards.

12. Informed consent

Informed consent may be necessary as regards the use of the patient's data for record keeping, particularly if a central data collection agency is involved. Relevant information about mammographic screening should be made available, including information regarding false positive and negative results. Consent in regard to obtaining surgical and pathology reports and copying films may be necessary.

clinical practice than in the current breast cancer screening programme. Last week another sign of the concern to ensure standards came from surgeons, general practitioners, and pathologists, who joined together to endorse the latest recommendations about staffing and training for breast cancer screening.



Mammogram showing invasive lobular carcinoma

The intercollegiate statement on breast cancer screening from the Royal Colleges of Surgeons of England and Edinburgh, the Royal College of General Practitioners, and the Royal College of Pathologists recognises the need for specialist breast units throughout the United Kingdom to provide diagnosis and management for women identified by screening.

Such units need staff with radiological, surgical, histopathological, and cytological skills, and within regions there should be agreed patterns of referral so that women are referred to specialised teams and not to general surgical clinics. "Integrated, specialised radiology, pathology, and surgery are essential to reach and maintain a high quality service nationally." Nevertheless, although women should normally be referred to the breast team associated with a screening unit, their wishes and those of their general practitioners should be respected and alternatives arranged if necessary. General practitioners should be represented on the organising committees of screening programmes and should be notified when one of their patients needs a biopsy.

The statement welcomes the recent report from the Royal College of Surgeons of England on the staffing and training consequences of the screening programme and sees the specialist units as playing an important part in teaching medical and paramedical staff. The colleges also agree that the results of screening and subsequent treatment should be nationally recorded and audited.

Statement on breast cancer screening

Earlier this year a correspondent in the *BMJ* argued that never before had the NHS invested more in implementing a new type of

THE AMALGAMATED MELBOURNE AND ESSENDON HOSPITAL

BREAST X-RAY PROGRAM

MANAGEMENT COMMITTEE

The eighth meeting of the Management Committee will be held on Thursday, 12th October, 1989 at 9.00 am. in the Board Room at the Essendon Hospital.

AGENDA

- 1.0 PRESENT
- 2.0 APOLOGIES
- 3.0 MINUTES OF PREVIOUS MEETING OF 1ST JUNE, 1989 - Attachment 1
- 4.0 MINUTES OF EXECUTIVE COMMITTEE MEETINGS FOR MEETINGS OF 16TH MAY, 1989, 20TH JUNE, 1989 AND 18TH JULY, 1989 - Previously circulated
- 5.0 BUSINESS ARISING FROM MINUTES
 - 5.1 SECU
 - 5.2 Recruitment Strategies
 - 5.3 Data Management
 - 5.4 Statistical Report (Attachment 2)
 - 5.5 Financial Statements and Budget Report (Attachment 3)
 - 5.6 Evaluation of Invitation Letters (Attachment 4)
- 6.0 OTHER BUSINESS
 - 6.1 Proposal to increase the Program's screening capacity (Attachment 5)
 - 6.2 Timetable and procedures for reporting to the VHPF
 - 6.3 Economic Evaluation
- 7.0 DATE OF NEXT MEETING

Distribution:

Mr. I. Russell	Dr. D. Campbell
Professor R. Lovell	Ms. K. Gallagher
Ms. D. Reading	Ms. M. Bickley
Ms. D. Flint-Richter	Dr. D. Hill.
Dr. S. Duckett	Dr. P. Wilkinson
Ms. M. Hayes	Professor B. Tress
Professor G.J.A.Clunie	Ms. S. Hurley
Mr. N. Thane	

ATTACHMENT 1

THE AMALGAMATED MELBOURNE AND ESSENDON HOSPITAL

BREAST X-RAY PROGRAM

Minutes of the seventh meeting of the Management Committee held on Thursday, 1st June, 1989 at 9.00 am in the Board Room of the Essendon Hospital.

1.0 PRESENT

Mr. I. Russell (Chairman)
Dr. D. Campbell
Professor R. Lovell
Ms. K. Gallagher
Ms. D. Reading
Ms. M. Hayes
Ms. D. Flint-Richter
Ms. S. Hurley
Mr. N. Thane
Dr. D. Hill
Ms. M. Bickley

2.0 APOLOGIES

Professor G. J. A. Clunie
Professor B. Tress
Dr. S. Duckett

3.0 MINUTES OF PREVIOUS MEETING - 2nd March, 1989.

The Minutes of the previous Management Committee Meeting of 2nd March, 1989 were noted as being a true and correct record.

4.0 MINUTES OF EXECUTIVE MEETINGS OF 21ST MARCH, 1989 AND 18TH APRIL, 1989.

The Minutes of these Meetings were noted as being received.

5.0 UNCONFIRMED MINUTES OF EXECUTIVE MEETING OF 16TH MAY, 1989.

These Minutes were noted as being received.

6.0 BUSINESS ARISING FROM MINUTES

6.1 S.E.C.U. Commonwealth Grant.

The Chairman reported that a letter has been sent to Dr. M. Fett, Head, Screening Evaluation Co-ordination Unit (SECU) indicating that this Program is willing to co-operate

(i) Specifications of Data Tabulations

After discussion the Committee agreed that:-

- (a) Discussion with SECU occur on the Program submitting six monthly reports.
- (b) The Executive Committee discuss this further with respect to the feasibility of preparing the report.

Dr. D. Campbell stated that it is important that the problems in doing this as well as the time factors be identified, and that these be discussed at the next Executive Committee Meeting.

- (c) The Executive Committee approve the six monthly report before being forwarded to Mr. J. Tribe C.E.O. of The Amalgamated Melbourne and Essendon Hospital, who will send it to SECU.
- (d) The Executive Committee discuss the possibility of forwarding reports from the monthly statistical reports on a regular basis.

(ii) Publication and provision of Data Policy

Mr. Russell reported that agreement has still not been reached on the Publication and Provision of Data Policy, but discussions with SECU are continuing and it is important that this matter be solved as soon as possible.

6.2 RECRUITMENT STRATEGIES

Ms. D. Reading presented a verbal report on Recruitment Strategies. Ms. D. Reading stated that the system whereby the Education Officer is seconded to the Public Relations Department of AMEH is working well.

Intensive promotion for the past two weeks has been done in Deer Park. As transport is a problem, Community Buses organised by the Community Health Centre are being used to transport women to the Program.

Ms. D. Reading reported that recruitment can now meet more appointments than can be provided.

6.3 DATA MANAGEMENT

The Committee agreed that this item be discussed together with the Statistical Report.

6.4 STATISTICAL REPORT

Ms. Susan Hurley spoke to this Report (Attachment 4). It is unlikely that the Program will screen its target of 30,000 women.

Professor Lovell expressed concern about the data management. After discussion, the Committee agreed that the Executive Committee evaluates the need to obtain additional resources, so that the data handling can be expediated.

6.4 FINANCIAL STATEMENTS AND BUDGET REPORTS

Mr. N. Thane spoke to the Financial and Budget Reports.

The budget is for the full length of the Program.

The Financial Statements were noted as being received.

7.0 OTHER BUSINESS

7.1 Staffing

Ms. D. Flint-Richter reported that one full time radiographer has resigned and it has not been possible to recruit a replacement.

Professor Lovell stated that radiography staff will always be an acute problem and staff morale must not drop because of screening smaller numbers.

After discussion, the Committee agreed that Dr. D. Campbell speak to Professor B. Tress, on his return, to discuss the possibility of recruiting overseas and the coverage for radiographers provided by the Department of Radiology at AMEH.

7.2 Summary of Pilot Study on Invitation Letters.

This report was tabled at the Meeting. The study was designed to determine the relative effectiveness of letter A (with appointment) and letter B (without appointment). As a result of this pilot study, Ms. S. Hurley reported that the main evaluation of this recruitment strategy will occur over the next six weeks.

7.3 Proposal for additional funding to Victorian Health Promotion Foundation.

This item was referred to the Executive Committee.

8.0 OTHER BUSINESS

8.1 Radiology Mammography Meeting.

Mr. Russell reported that there is a workshop meeting in October in the Hunter Valley, specifically for Medical Staff involved in screening programs.

Mr. Russell asked for Program Funds to be provided for staff to attend this meeting.

As there are no Program Funds for this purpose, the Committee referred this matter to the Executive Committee to investigate ways by which funds can be raised for Program staff to attend this Meeting, and other Meetings.

9.0 DATE OF NEXT MEETING

The next meeting is scheduled for Thursday, 7th September, 1989 at 9.00 am at Essendon Hospital.