



NATIONAL JOINT REGISTRY STEERING COMMITTEE

FINAL MINUTES

Meeting:	NJR Steering Committee			Date: Friday 26 April 2019
Location:	Burroughs room, Wellcome Collection, 183 Euston Road, London, NW1 2BE			
Members Present:	Laurel Powers-Freeling	LPF	Chairman	
	Tim Wilton	TW	NJR Medical Director	
	Peter Howard	PH	Orthopaedic Surgeon	
	Gillian Coward	GC	Patient Representative	
	Robin Brittain	RB	Patient Representative	
	Jeff Stonadge	JS	Industry/ABHI	
	Sandra Lawrence	SL	Industry/ABHI	
	Prof Mike Reed	MR	Orthopaedic Surgeon	
	Prof Mark Wilkinson	MW	Public Health & Epidemiology	
	Rob Hurd	RH	NHS Trust Management	
	David MacDonald	DM	Independent Healthcare Sector Representative	
Co-Opted Members:	Robin Rice	RR	Welsh Government Representative	
	Prof Phil Turner	PT	President, BOA	
	Khalid Razak	KR	Medicines and Healthcare Products Regulatory Agency (MHRA)	
	Matthew Porteous	MP	Chair, Regional Clinical Coordinators & Data Quality Committees	
Attendees:	Prof Ashley Blom	AB	Head of Translational Health Sciences, University of Bristol [LOT 2]	
	Elaine Young	EY	Director of Operations, NJR	
	Chris Boulton	ER	Deputy Director of Operations, NJR	
	Deirdra Taylor	DT	Associate Director Communication and Stakeholder Engagement, NJR	
	Rebecca Swinson	RS	NJR Operations Manager (Performance)	
	Mike Swanson	MS	NJR Principal Consultant, Northgate [LOT 1]	
	Richard Armstrong	RA	Head of Health Solutions, Northgate [LOT 1]	
	Yemi Garuba	YG	NJR Operations Manager (Contracts and Operations)	
	Adam Igra	AI	Moorhouse (Only item 5)	
	Anna Rissen	AR	Moorhouse (only Item 5)	
	Veronica Haag	VH	NJR Team Administrator (Minutes)	
	Apologies:	Prof Amar Rangan	AR	Orthopaedic Surgeon
Prof Andrew Price		AP	University of Oxford [LOT2]	
Prof Tim Briggs		TB	Chair, Getting It Right First Time (GIRFT); National Director of Clinical Improvement for the NHS	
Jane Ingham		JI	CEO, HQIP	
Andy Smallwood		ASm	NHS Procurement	
Prof Karen Barker		KB	Allied Health Professional	

REF.	ITEM	ACTION
1	<p>Welcome and Apologies for Absence LPF welcomed members and noted apologies as listed above.</p>	
2	<p>Declarations of Interest [DOI] None</p>	
3	<p>Minutes of the Previous Meeting The minutes from the last meeting held on 15th January 2019 were approved with the following amendment: <u>Item 18 to read:</u> It was clarified that NJR would offer to make a monetary contribution to IPL, but were unwilling to sign up to the terms of use as currently written.</p>	
4	<p>Business Update The business update provided by EY was noted by members as follows.</p> <p>ITEM 15: PHIN RA reported that PHIN work was ongoing because of problems related to procedure coding. PHIN had been notified and asked to provide a revised data set against which NJR compliance in the independent sector could be measured. Refreshed data was expected late May / early June.</p> <p>ITEM 16: Validation of pricing data by industry RA reported that routine output pricing data to industry (to enable a manufacturer to validate their pricing) had been developed. NHS Wales were reviewing their pricing, prior to issue of the NHS Wales pricing to industry, and as a precursor to wider roll-out for all NJR trusts, scheduled in June.</p> <p>ITEM 17: NJR Benefits Schedule AP expressed his willingness to be involved in developing a schedule of the benefits of the NJR. EY suggested that a small group of members collaborate to pool ideas with the aim of producing an article for publication. Action: to convene a working group for this purpose</p> <p>ITEM 18: Dr Foster – ‘My Practice’ Surgeon Platform – links with NJR Systems Agreed: AP to review Dr Foster information and table a paper for July NJRSC.</p> <p>ITEM 19: Patient Decision Aid (PDA) Noted that the PDA was scheduled for ‘go-live’ during May on the NJR website. Wording of legal disclaimers had been developed. Action: CB to send disclaimer text MW</p> <p>ITEM 20: ISAR – International Prosthesis Library MW had fed back to ISAR that the NJR want to be engaged in the development of the IPL but was not able to fully sign up to the proposed terms of use. Action: CB to liaise with legal about proposed terms of use document</p>	<p>NJR/AP</p> <p>AP</p> <p>CB</p> <p>CB</p>
5	<p>NJR/TORUS Feasibility Study EY/LPF reported on recent meetings with Tim Briggs and Cathy Hassel to get initial feedback on the NJR/TORUS proposal ahead of meeting with NHSE. CH had advised that it was unlikely that NHSE would be able to fund further development work. TB had advised that further discussion with Matt Hancock (Secretary of State for Health and Social Care) would be desirable, following endorsement by NHSE and that he would arrange a meeting for this purpose. Anna Rissen from Moorhouse provided an update on progress in developing the feasibility study report which had been endorsed by the TORUS registries and BOA ahead of presentation to Stephen Powis, NHSE Medical Director on the 28th May. She</p>	

	<p>stated that a roadmap had been set out estimating the development funding that would be required and a proposed timetable for the future development stages. RR voiced concern that the proposal only focussed on England not Wales. It was agreed that consideration should be given to involvement of other territories in later phases. SL noted industry would welcome input about benefits for them.</p>	
<p>6 6.1</p>	<p>2018/19 Annual Plan and Risk Register Q4 Update 2018/19 Q4 Annual Plan RS presented the Q4 annual plan progress update. It was noted that:</p> <ul style="list-style-type: none"> a) Good progress had been achieved with the majority of deliverables (80%) either complete or in progress; b) Only one deliverable remained outstanding-1.4a 'review and appraise 5 year PROMs data'. Alex MacGregor had now provided an outline report, but it was agreed that as this deliverable was now significantly overdue, the work should transfer to NJR Lot 2 for final delivery. Action: CB to notify Alex McGregor that this deliverable would transfer to Lot 2 and advise on transfer of data. c) On boarding of Guernsey into the NJR was scheduled to complete in June. 	<p>CB</p>
<p>6.2</p>	<p>2018/19 Q4 Risk Register exception report CB presented the Q4 Risk Register report. The top five scored risks were noted.</p>	
<p>7 7.1</p>	<p>2019/20 Annual Plan and Risk Register – For Approval Draft Annual Plan 2019/20 RS presented the draft 2019/20 Annual Plan which had been developed in collaboration with the NJR sub-committees and Lot 1 and Lot 2 Contractors. Agreed: to approve the 2019/20 Annual Plan</p>	
<p>7.2</p>	<p>Draft Risk Register 2019/20 CB presented the draft 2019/20 Risk Register noting that it had been redesigned to align with a documented methodology and to map risks against annual plan deliverables. The NJRSC identified a risk that remained high post-mitigation, related to data linkage and governance approvals. Agreed: To approve the 2019/20 risk register.</p>	
<p>8 8.1</p>	<p>NJR Finance 2018/19 Q4 Summary (1st January to 31st March 2019) YG presented the 18/19 Q4 position. She noted that:</p> <ul style="list-style-type: none"> a) At 31st March 2019, full year projected subscriptions income from Trusts and independent providers was 1% more than forecast for the year as a result of subscription income received for 2017/18 and 2016/17 and Supplier contributions were 5% higher than forecast. b) The 19/20 subscription collection had commenced reflecting the 2% increase agreed by the NJREC. 	
<p>8.2</p>	<p>Operational Plan 2019-20 RH queried whether assurance could be provided on value for money [VfM] in relation to NJR subscription payments and whether there was a control process in place as part of governance arrangements. LPF agreed that the NJR needed to be clear how it defined VfM and a framework for unbudgeted spend should be developed. Agreed: To approve the 19/20 budget Action: To undertake a VfM analysis to be delivered by 24th October.</p>	<p>NJR</p>
<p>8.3</p>	<p>NJR Subscriptions 2018/19 End of Year Summary The 2018/19 subscriptions summary was reported. It was noted that the highest level of annual subscription income had been collected, with almost 100% of payments received and only part payment from one independent hospital outstanding.</p>	

<p>9</p> <p>9.1</p> <p>9.2</p>	<p>Data Sharing</p> <p>NJR Data Sharing Summary 2018/19 CB presented the annual NJR data sharing activity with a breakdown of requests by number category and approval status. It was noted that 81 data requests and 31 research requests had been received and processed. CB explained that research requests were rejected where the project could not be done with NJR data or overlapped with research already being undertaken.</p> <p>Summary of the use of NJR data for litigation Following legal advice, it had been agreed that the NJR would release data to support litigation where obliged to do so by that particular situation. It was noted that typically a court order should be sought for these cases. LPF advised that it was important to be transparent and consistent about this approach to avoid any interpretation of bias towards a particular stakeholder group.</p> <p>Agreed: The principle of court orders should be adopted even where the surgeon or supplier in question consented for data release.</p>	
<p>10</p>	<p>Patient Decision Aid Communication MW provided an update on the Patient Decision Aid, noting it was now ready for launch in May and that the system had been set up and linked back to the NJR web site.</p>	
<p>11</p> <p>11.1</p> <p>11.2</p> <p>11.3</p>	<p>Update on international use of the NJR Component Database</p> <p>Meeting between NJR and EPRD EY provided an update on the NJR/EPRD meeting where a common approach had been agreed. Northgate had undertaken a gap analysis of the NJR/EPRD and ISAR/International Prosthesis Library [IPL] structures, to demonstrate the status of each. There was an indication that ISAR were concerned about progress with the IPL and may be open to considering other approaches. Noted and agreed that MW would continue to represent NJR views at ISAR. A 'terms of data use' document had been drafted and was under discussion with industry representatives to clarify how component data would be used by NJR.</p> <p>Joint Communication from NJR/EPRD to Industry The joint EPRD/NJR communication to implant manufacturers was received and noted.</p> <p>International Interest in NJR Component Data base EY advised on current discussions around use of the NJR component database internationally. RIAP (Italy) had formally agreed to participate and enquiries from Catalonia and the Netherlands had been received.</p>	
<p>12</p>	<p>Update from NJRSC Sub-Committees</p>	
<p>12.1</p>	<p>Executive Committee Minutes from the meeting held on 18.02.2019 were noted.</p>	
<p>12.2</p>	<p>Medical Advisory Committee Minutes from the meeting held on 18.02.2019 were noted.</p>	
<p>12.3</p> <p>a)</p> <p>b)</p>	<p>Data Quality Committee</p> <p>Minutes A verbal update of the meeting held on 11.04.2019 was provided.</p> <p>Data Quality Audit MP presented on DQ Audit progress and the automation process as follows: 2016/17 NJR DQ Audit Update</p> <ul style="list-style-type: none"> • The audit commenced on 1st Sept 2017 and was 77% complete which was an increase on the 15/16 audit at 56% complete for the same timeline. • Action plans existed for each of the remaining units yet to complete for 16/17. All had been followed up and offered support during March 2019 and number of visits 	

	<p>had been planned by the audit team.</p> <ul style="list-style-type: none"> • Many of the units had committed to complete the audit by 30th April 2019. • A list of outstanding units at 1st May 2019 would be forwarded to the DQ Committee for decision about further action to close out this audit year. <p>2017/18 NJR DQ Audit Update</p> <ul style="list-style-type: none"> • The deadline for units to be eligible for the Quality Data Provider certificate was 30th April 2019 • Units were not yet being followed up as NJR effort had focused on checking returned audit tools to ensure units had time to correct any errors prior to the above deadline • Now NJR had 3 years of unit level data it was possible to see where progress had or had not been made, allowing appropriate action to be taken. <p>2018/19 Audit Year – Automation</p> <ul style="list-style-type: none"> • The automation system was live. • Pilot units had been identified from those that had completed 17/18 audit and agreed to take part. • BMI had agreed to participate as a group, providing a large number of pilot sites reflecting a positive good working relationship between the NJR and this large independent group. 	
12.4	<p>Editorial Board</p> <p>Draft minutes from the meeting held on 20.03.2019 were noted. MR reported that preparation of the annual report was on track with work being undertaken on the in depth topics.</p>	
12.5	<p>Research Committee</p> <p>Draft minutes from the meeting held on 21.03.2019 were noted. CB reported a) that the Data Access Portal was behind on the regulatory approvals process and b) there were four candidates for the NJR research fellow post with interviews in June.</p>	
12.6	<p>Surgical Performance Committee</p> <p>Draft minutes from the meetings held on 23.11.2019 and 21.02.2019 were noted. PH reported that there had been some fallout ahead of moving to ten year data.</p>	
13	<p>Quarterly Statistics Report Q3 [1st October 2018 – 31st December 2018]</p> <p>The Q3 Quarterly Statistics Report was noted.</p>	
14	<p>Quarterly Management Report Q4 [1st January 2019 – 31st March 2019]</p> <p>The Q4 Quarterly Management Report was noted.</p>	
15 15.1	<p>Any Other Business</p> <p>Patient Consent</p> <p>AR advised on activity around improving patient consent procedures. Action: CB/MW to discuss with AR outside of meeting.</p>	CB/MW
15.2	<p>Lot 2 Extended Contract</p> <p>The extension of NJR Lot 2 contract for a further two years from 1 May 2019 was noted.</p>	
16	<p>Meeting dates for 2019/20</p> <p>Monday 15th July 2019 Thursday 24th October 2019 Monday 13th January 2020</p>	