

ESTRO 37 GHG Meeting April 21st, 2018

Attendees: **RTTQA:** Catharine Clark, Liz Miles, Jonny Lee, Peter Hoskin, Huiqi Yang **TROG:** Joerg Lehmann, Annette Haworth, **IROC:** Stephen Kry, **RDS:** Rebecca Howell **EORTC:** Nicolaus Andratschke, Enrico Clementel, Coreen Corning **JCOG:** Satoshi Kito **IAEA:** Eduardo Zubizarreta **ACDS:** Jessica Lye

1) **Acceptance of November 2017 TC minutes**

2) **Publication List:**

- Suggested list of filters presented
- EORTC publications filter setup and implementation shown on website at:
<http://www.eortc.org/bibliography/>
- Inquiry with EORTC to see if this implementation (script/code) can be shared to use on GHG website

Action: feedback to group if filter publications implementation on EORTC website can be shared for use on GHG website - **Enrico**

Action: to send list of filters to groups to trial and ensure that the suggested filters are comprehensive and will fit their publications – **Stephen /Coreen**

3) **GHG Website:**

- Harmonization.org website can be obtained

Action: to obtain .org website and have the .com website point to it, request three representatives from each group to be the contacts and update names on website, priority should be individuals active in the GHG with a recognized advantage that these individuals should be multidisciplinary – **Enrico/Coreen**

4) **GHG Logo:**

- Wordy version of logo to go on reports, non word version to be used for presentations etc. Agreed on 'z' for all references to harmonization (due to website)

Action: QA & RT will be switched, website address to be updated when .org secured – **Liz send high res logo file to Joerg who will perform action and send final logo back**

5) **GHG Fees-** GHG annual fees invoices of the newly agreed upon amount of 300 Euros will now be sent out to all Steering committee and Member Groups

Action: **Coreen**

6) **IDOS 2019 update:**

- IAEA conference on dosimetry to be held June 2019. GHG (Catharine and Stephen) have been invited to sit on the organising committee. Also IAEA have requested sponsorship, but GHG do not have funds for this. To be discussed with IAEA what is the best way for GHG to support IDOS 2019

Action: Poster and pamphlet to be placed on GHG website- **Enrico/Coreen /Joanna**

7) **BOA reciprocity:**

- Agreement between IROC and ACDS, no other groups so far have made request

8) **Virtual Dosimetry Audit:**

- Published in Green Journal
- Next steps to send errors blinded to groups to see if we can establish reciprocity

Action: RTTQA

9) **Dosimetry Audit Intercomparison:**

- Meeting at NPL after this meeting (26th-27th April). ACDS, TROG, NPL an RTTQA attending, EORTC, JCOG and IROC to input remotely. Due to different approaches from different groups, some will send phantoms, others send plans and others will analyse data. Initial work (from 2017) was presented at ESTRO 37

Action: NPL

10) **Naming Conventions:**

- New publication January 2018 AAPM
- Suggest creating a subgroup to approach vendors requesting scripts for clinical trials and create a wish list

Action: One person from each steering committee, member and observer groups- **Coreen to make request to groups**

11) **JCOG:**

- Satoshi presented a proposal for a standardised set of dose constraints to be used by all groups for credentialing. It was agreed that this is a good idea and all groups would consider whether an initial test for each new centre could use these? **Action:** Each group to discuss internally and to be discussed at next whole group TC

12) **RTTQA: Organs at Risk**

- Presented paper on review of variation found for the suggested delineation of the same organs at risk within their clinical trials
- Asked group if a standardised list for OAR delineation guidelines would be of benefit for the trial groups

Action: doodle to be sent for TC for a discussion as to whether this is also an issue in other groups and how GHG could review this issue together with the potential for a call for more guidelines on OAR delineation. - **Coreen**

13) **JCOG:**

- Made a request for the trial groups to support a JCOG application for funding to support sites visit by JCOG to different groups to observe the procedures and set up of each group

Action: JCOG to send letter asking for a letter of support from each group

14) **AOB:**

- Next meeting venue? Doodle as usual for highest attended meeting in 2019
- Suggestion for next in person meeting to be full day before ESTRO (ie Friday)

Action: to send doodle for planned attendance for next in person meeting - **Coreen**

- Next GHG TC

Action: to send doodle for autumn TC meeting- **Coreen**