

Meeting between the HTA and the Professional Guidelines and Practices (Anatomy) Committee

Date 09 October 2008

Venue Human Tissue Authority
Finlaison House
15–17 Furnival Street
London EC4A 1AB

Present

HTA members

Kristi Adams (KA), Head of Regulation, HTA
Chris Birkett (CB), Regulation Manager, HTA
Carly Tutty (CT), Regulation Manager, HTA

Professional Guidelines and Practices (Anatomy) Committee members

Susan Standring (SS), President of ASGBI
Louise Scheuer (LS), President of BACA
David Heylings (DH), [BACA](#)
Steve Gaze (SG), Chairman of IAS
Ceri Davies (CD), HTA Authority Member

Item	Title	Action
Item 1	Welcome and introductions	
1	KA welcomed members of the Professional Guidelines and Practices (Anatomy) Committee (the Anatomy Committee) and asked all attendees to introduce themselves.	
Item 2	Relationship between the HTA and the Anatomy Committee	
2	KA introduced the agenda item and explained that as this was the first meeting between the HTA and the Anatomy Committee, it was important that the relationship between the parties was clear.	
3	<p>SS explained that the Anatomy Committee is comprised of members from: the Anatomical Society of Great Britain and Ireland (ASGBI), the British Association of Clinical Anatomists (BACA) and the Institute of Anatomical Sciences (IAS). The purpose of the Anatomy Committee is to speak on behalf of the “anatomical community” (i.e. all those working under the authority of HTA anatomy licences) on matters relating to the teaching of cadaveric anatomy and to ensure consistency of practices across the sector.</p> <p>SS explained that the role of the Anatomy Committee is to produce guidance for anatomy establishments on best practice.</p>	
4	KA explained that the role of the HTA is to implement the Human Tissue Act (HT Act) and as a regulator it is important that the HTA remains objective and offers advice and guidance only on matters within the remit of the HT Act. KA explained that it would not therefore be appropriate for a member of the HTA to sit on the Anatomy	

		<p>Committee but that the HTA are happy to work with the Committee on relevant matters.</p>	
		<p>SS asked how the relationship between the Anatomy Committee and the HTA will work in practice. KA provided some examples of how the HTA works with stakeholders representing the other licensed sectors. She suggested that the HTA could work with the Anatomy Committee in an advisory capacity and provide ad hoc advice and guidance on particular issues falling within the remit of the HT Act.</p> <p>The HTA could also act as a conduit for sharing appropriate information from the Anatomy Committee with people working under the authority of HTA anatomy licences. This could be via the quarterly e-newsletters and posting information on the HTA website.</p> <p>All attendees agreed that the roles of the HTA and the Anatomy Committee were clear and the above points would ensure an effective way of the two parties working collaboratively where appropriate.</p>	
	5	<p>CD explained that the Anatomy Committee is considering forming an audit team to audit anatomy establishments on a rotational basis (possibly every three years). Audits would be conducted under request by the Designated Individual (DI) at an establishment.</p> <p>KA agreed that this is a good idea and suggested that the audit team could base some of the audits on HTA standards. KA suggested that lessons learnt from these audits could be disseminated by the Anatomy Committee to anatomy establishments with the aim of driving up standards.</p>	
	6	<p>CB told attendees that he is overseeing a review of the anatomy pages on the HTA website. He explained that the pages would be updated by the end of October 2008 and that the aim is that the</p>	

		<p>revised pages will be easier to use by anatomy establishments and members of the public.</p> <p>LS asked whether members of the public are provided with any hardcopy information. CB confirmed that information packs are sent through the post on request. SS asked whether the information packs could be sent to a wider audience and suggested targeting public libraries, Citizens' Advice Bureaus and care homes. SS also suggested holding focus groups with General Practitioners and members of the public to raise awareness of body donation.</p> <p>KA explained that it is not the role of the HTA to promote body donation, and therefore it would not be appropriate for the HTA to manage any promotional campaigns. However, the HTA would support the Anatomy Committee in disseminating information about body donation where appropriate as the HTA has a role to play in facilitating body donation by responding to enquiries from members of the public.</p>	
Item 3		Areas for policy development / guidelines	
	7	<p>Reasonably believe</p> <p>Attendees discussed the definition of the term 'reasonably believe' which is used in section 5 of the HT Act. The term is used in the context of the DI ensuring that before a cadaver is stored / used for anatomical examination certain assurances (i.e. the death has been registered) are in place.</p> <p>KA confirmed that the HTA agrees with the conclusions reached by the Anatomy Committee as follows:</p> <ul style="list-style-type: none"> • A body can be prepared, embalmed, deep frozen and stored (but not used) if the DI / Person Designated (PD) has seen a copy of the will or consent form and obtained verbal confirmation of the cause of death from the issuing doctor. 	

		<ul style="list-style-type: none"> • A body can be used for anatomical examination once the consent form and certification of the cause of death are in place and the death has been registered. <p>The Anatomy Committee asked whether it would be appropriate for the HTA to contact the Registrar's Association to ask whether they could prioritise the registering of a death where the body has been donated for anatomical examination.</p> <p>KA explained that it is not appropriate for the HTA to take this matter forward but advised the Committee that if they contact the Registrar's Association, she would be happy to be copied in to any correspondence.</p> <p>Action</p> <p>Anatomy Committee to write to the Registrar's Association. SS to copy KA into any correspondence.</p>	Anatomy Committee
		<p>The sale of bodies for anatomical examination</p> <p>SS commented that there is a potential for establishments to make a profit through the sale of body parts for anatomical examination. CD confirmed that it is not illegal to sell body parts for anatomical examination under the HT Act. He stated that this is common practice in the US.</p> <p>KA advised that it is not within the remit of the HTA to provide advice on the sale of body parts further to the policy that is already on the HTA website. However, KA advised the Anatomy Committee that if they were to produce guidelines she would be happy to comment on them before they are issued.</p> <p>Action</p> <p>Anatomy Committee to produce guidance on the sale and purchase of bodies / body parts for</p>	Anatomy

		anatomical examination.	Committee
		<p>Definition of a part</p> <p>Attendees discussed the definition of a part / anatomical specimen. Under the Anatomy Act 1984 a part was anything retained that was the equivalent of up to a third of the body. KA advised that the HT Act does not define the size of an anatomical specimen and it is therefore not within the remit of the HTA to do so.</p> <p>Members of the Committee agreed that it is better to give potential donors the option of how much of their body can be retained as an anatomical specimen rather than asking them to consent to the retention of up to a third of their body.</p> <p>Action</p> <p>Anatomy Committee to produce guidance on what constitutes a part / anatomical specimen.</p>	Anatomy Committee
	8	<p>Disposal of parts</p> <p>Attendees discussed the disposal of body parts. Disposal can take place via cremation or incineration. At present, crematoria will not dispose of parts via cremation as the parts are not accompanied by the Disposal certificate (as it accompanied the body when it was cremated).</p> <p>CD stated that the Anatomy Committee would like to carry out the mass cremation of parts on an annual basis at a specified site. CD asked who should contact the crematoria to request this. KA advised that the HTA does not have any control over the Cremation Regulations, and therefore it would not be appropriate for the HTA to do so.</p> <p>KA advised that the HTA are developing their policy</p>	

		<p>on what can be disposed of as clinical waste as opposed to via cremation or burial. Time permitting, this will be incorporated into the relevant revised codes of practice.</p> <p>Action</p> <p>KA to provide SS with details of the relevant person at the Ministry of Justice to contact about the Cremation Regulations. SS to copy KA into any correspondence.</p>	KA and SS
	9	<p>Body donation data</p> <p>CD asked whether the HTA will be collecting information about the number of bodies donated for anatomical examination per annum. CT advised that under the principles of better regulation the HTA should not be requesting information from licensed establishments unless there is a legitimate need for it, e.g. for monitoring compliance with HTA standards.</p> <p>KA further informed attendees that the Department of Health has not asked the HTA to collect any information relating to body donation.</p>	
Item 4		Review of anatomy forms	
		<p>CT thanked the Anatomy Committee members for their comments on the revised anatomy forms and guidance. She advised that the following changes would be made in light of the feedback she had received:</p> <ul style="list-style-type: none"> • The model 'authorisation form for loan of anatomical and former anatomical specimens' will be revised to include a declaration which must be signed by the recipient of the material. <p>Action</p>	Anatomy

		<p>2. Should the licence renewal process be linked in with self assessment?</p> <p>3. How does the self assessment link into inspections?</p> <p>4. How does risk fit into this process?</p> <p>A general discussion about re-licensing then followed.</p> <p>CB thanked attendees for their contribution and informed them that an initial proposal paper will be written at the end of October.</p>	
Item 6		Next steps	
		<p>Attendees agreed to meet every six months, and in addition to discuss <i>ad hoc</i> issues virtually if necessary.</p> <p>It was agreed that Minutes will be shared with all groups and these will be published on the websites of ASGBI, BACA and IAS.</p> <p>Action KA and SS to agree date of next meeting to take place in April 2009.</p>	KA and SS