

Quality of the activity reports

FANC training for occupational physicians – 23/10/2020 – online event

prof. dr. Kristof Baete
Chair of the Medical Jury – FANC
medicaljury@fanc.fgov.be
<https://fanc.fgov.be>

Medical Jury (MJ)

- Royal Decree of July 20th, 2001 – ARBIS – RGPRI
 - chap. VI – Medical Jury = official advisory body of the Agency (FANC)
- the task of the MJ is to advise the Agency
 - see art. 53 of the ARBIS, also art. 75, recognitions & licenses
 - advice can be positive, conditionally positive, postponed, negative
 - individual files – generic (upon proposal of the Agency)
 - qualitative assessment of the internship & activity reports
 - advice of MJ is not binding – not following the advice has to be motivated
 - meetings 4 times a year, see FANC website for dates – reading is a big assignment
- internal rules, FANC Decree, Feb 19th, 2020
 - composition, agenda, meeting reports, conflict of interest, ...

Members of the MJ

FANC Decree Apr 30th, 2020

- medical physics experts
 - RT: Jean-Marc Denis, Alex Rijnders, Dirk Verellen
 - RX: Caro Franck, Nico Buls
 - NM: Alain Seret, Kristof Baete
- radiation protection experts
 - Ria Bogaerts, Myriam Monsieurs, Vera Pirlet
- physicians – medical specialists
 - RT: Karin Haustermans, Xavier Geets
 - RX: Peter Smeets
 - NM: Anne-Sophie Hambye, François Jamar
 - Occupational: Chris Verbeek, Martine Decleir, Ulrik Van Soom
 - Veterinary: Kathelijne Peremans
- FANC representatives
 - An Fremout
 - Karen Haest
 - Sophie Leonard
 - Petra Willems
 - Marleen Vandecapelle
- secretary
 - Rita Latour
 - Dorota Dziedzic

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core members

Art. 92 – medical physics experts

Art. 61 – practitioners

*Art. 75 – occupational physicians
veterinarian*

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Essential components for good report writing

- clear, concise, correct, unambiguous
- careful, take your time, prepare in time
- structure the report, scientific level
- in accordance with legislation, good practice
- balance content, layout, data & figures
- just simply write, as if you would explain
- support material as an addendum, if needed
- proofread, deliver on time, keep a backup copy
- be honest, work ethics, personal reflection is appreciated by the jury

Activity report

- guidelines for the activity report, see FANC website
 - model that is helpful to assess the quality of the reports systematically
 - FANC provides a template as the framework for the report – is used well
 - continuous education
 - it is very helpful that the report has page numbers
 - for a reworked or revised report, indicate or mark any changes in color
 - point of attention: anonymity, GDPR, do not mention names of individuals
 - watch out with copy paste!
- the overall quality of the reports is increasing – good sign!

Activity report

- the Agency may suspend, revoke, withdraw, in whole or in part ... permits, approvals, recognitions, ...
- the holder has the right to be heard by the Agency
- the reports are reviewed by all members of the Jury
- an advice of the Jury is the decision of the complete Jury, and not from individual experts within the Jury

Activity report – ALARA

- too often in reports a reference is made to the dose limit(s), instead of the ALARA principle
- the application of ALARA should be explained more concretely
- discuss each workplace separately, instead of the entire company, especially for hospitals or large enterprises
- often “to be” approach, instead of “as is” with the remediation
- how are doses monitored? When did an alarm occur? Over which period? Attention for the 12-month follow-up period.
- dose recorded in health record, database external / internal service?

Small & medium-sized enterprises (KMO/PME)

- a more proactive approach is required in the small and medium-sized enterprises
- describe the obstacles you encounter and how to correct them
- also describe near-incidents
 - receiving dosimetry data rather late of course influences the response time
 - eventually one might exceed the 12-month follow-up period, without being able to respond properly in time

Activity report – maternity protection

- how is the maternity protection legislation applied into practice
- describe the difficulties you may have encountered
- where necessary, your remediation
- what actions were taken
- in practice, this is often a very difficult topic to tackle

Continual education

- of course, there are many questions regarding the new legislation
- the objective of upcoming study days for occupational physicians will be to explain, clarify, and respond to these questions
- in the meantime:

medicaljury@fanc.fgov.be



Thank You

For Your Attention – and take care!

On behalf of all members of the Medical Jury