

HFEA Executive Licence Panel Meeting

24 June 2011

21 Bloomsbury Street London WC1B 3HF

Minutes – Item 6

Centre 0008 (Midland Fertility Centre) – Interim Inspection Report (Treatment & Storage)

Members of the Panel: Mark Bennett, Director of Finance & Facilities (Chair) Nick Jones, Director of Compliance Juliet Tizzard, Head of Policy	Committee Secretary: Joanne McAlpine
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Declarations of Interest: members of the Panel declared that they had no conflicts of interest in relation to this item.

The Panel also had before it:

- HFEA Protocol for the Conduct of Meetings of Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Decision trees for granting and renewing licences and considering requests to vary a licence (including the PGD decision tree)
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009.
- Guidance on periods for which new or renewed licences should be granted
- Standing Orders and Instrument of Delegation
- Indicative Sanctions Guidance
- HFEA Direction 0008 (where relevant), and any other relevant Directions issued by the Authority
- Guide to Licensing
- Compliance and Enforcement Policy
- Policy on Publication of Authority and Committee Papers

Consideration of Application

1. The Panel noted that this centre is located in Aldridge, Birmingham, and is currently operating under a five year licence without any additional conditions.
2. The Panel noted that an unannounced inspection of the centre was conducted on 12 February 2009, and no major changes to the premises have occurred during that time.
3. The Panel noted that the centre was first licensed in 1992 and treats both Private and NHS patients.
4. The Panel noted that at the time of the inspection there were a number of areas of practice that required improvement, including one critical, three major and three other areas for improvement.
5. The Panel noted that since the inspection the Person Responsible (PR) has confirmed and provided evidence that the necessary actions with regard to the critical area of non-compliance, storage of licensed material without effective consent, has now been fully implemented. The Panel noted that this non-compliance was also reported in 2009 and was disappointed it had taken a further inspection for effective action to be taken.
6. The Panel noted that the PR has also given a commitment to fully implement two other areas of non-compliance relating to the following:
 - Provision of information for patients concerning the 'cooling off period'
 - Retention of records of consent
7. The Panel noted that although the PR has given a commitment to implementing the following recommendations, there are still further actions required with respect to:
 - CPA accreditation of the laboratory
 - Validation of critical processes & equipment
 - Improvements to the quality management system
8. The Panel noted the progress made with the centre's multiple birth pregnancy rate for the period of 2008/2009, and the efforts made to achieve this.
9. The Panel noted the response from the PR in the report, and her willingness to implement the outstanding recommendations identified .
10. The Panel noted the Inspectorate's recommendation for the continuation of the centre's licence without additional conditions.

Decision

11. The Panel considered the evidence before it and agreed to continue the centre's licence with no additional conditions, and endorsed the Inspectorate's recommendations and associated timescales.

Signed:

Mark Bennett (Chair)

Date:

6 July 2011