

Executive Licensing Panel - minutes

Centre 0078 (IVF Hammersmith)

Variation Change of Licensed Premises and Centre Name

Friday, 13 January 2017

HFEA, 10 Spring Gardens, London SW1A 2BU

Panel members	Juliet Tizzard (Chair) Howard Ryan Trisram Dawahoo	Director of Strategy & Corporate Affairs Report Developer Digital Communications Manager
Members of the Executive	Bernice Ash	Secretary
External adviser		
Observers		

Declarations of interest

- Members of the panel declared that they had no conflicts of interest in relation to this item.

The panel had before it:

- 8th edition of the HFEA Code of Practice
- Standard licensing and approvals pack for committee members.

1. Background

- 1.1. The panel noted this centre is located in London and has held a licence with the HFEA since 1992. The centre provides a full range of fertility services including embryo testing to NHS and privately funded patients.
- 1.2. The panel noted the centre had provided 1196 cycles of treatment (excluding partner intrauterine insemination) in the 12 months to 30 November 2016. In relation to activity levels, this is a large centre.
- 1.3. The panel noted the centre was last inspected for a renewal of its licence in July 2016. This inspection identified two major and four other areas of non-compliance or poor practice. Recommendations in relation to these non-compliances were fully implemented within the required timescales.
- 1.4. The panel noted the centre has undergone a change of management from IVF Hammersmith Ltd to Imperial College Healthcare NHS Trust, the official sign over of which took place on 12 December 2016. There has been ongoing dialogue between the HFEA and both IVF Hammersmith staff and Trust staff to ensure that this change will be managed appropriately to ensure the continued safety of the service provided with patient care being the priority.
- 1.5. The PR has submitted a licence variation application to reflect a change of premises following a refurbishment of the laboratory suite. There was no structural change but it included the replacement of all critical laboratory equipment with new equipment purchased by the Trust.
- 1.6. Patients were sent correspondence in December to inform them of the change of management and to ask that they contact IVF Hammersmith Ltd if they do not wish their frozen material to be moved to another licensed centre in London operating under IVF Hammersmith Ltd (Boston Place, centre 0327). The panel noted that the centre is yet to receive confirmation from all patients regarding the movement of gametes and embryos in storage at IVF Hammersmith and is following up correspondence with a phone call to all patients. The inspectors had asked to see evidence of the actions already taken to contact these patients but this was not available on the day of inspection. The centre's inspector will remain in close contact with the PR until this has been resolved to the satisfaction of the Executive. The panel is keen that the inspectorate monitor this closely.
- 1.7. The panel noted that due to the change in the corporate status of the centre, the PR has also applied for the centre name to be changed from IVF Hammersmith to Wolfson Family Clinic.
- 1.8. An inspection was carried out at the centre on 20 December 2016 and at the time of the inspection there were no areas of non-compliance or poor practice.

2. Consideration of application

- 2.1. The panel considered the papers, which included an inspection report application form and licensing minutes for the past three years.
- 2.2. The panel noted that the information provided fulfils the requirements for this type of licence variation application, as defined in General Directions 0008.
- 2.3. The panel noted that the Person Responsible (PR) has confirmed there was no structural change associated to this licence application.
- 2.4. The panel noted that the inspectorate recommends the approval of the application to vary the licence to reflect a change of premises and centre name.

3. Decision

- 3.1.** The panel was satisfied that the appropriate application had been submitted and that the application contained the supporting information required by General Directions 0008.
- 3.2.** The panel was satisfied that the application fee was submitted to the HFEA in accordance with requirements.
- 3.3.** The panel was satisfied that the premises are suitable for the conduct of licensed activities.
- 3.4.** The panel endorsed the inspectorate's recommendation to change the centre's name and licensed premises to:

Wolfson Family Clinic
Hammersmith Hospital
Du Cane Road
London
W12 0HS

4. Chair's signature

- 4.1.** I confirm this is a true and accurate record of the meeting.

Signature



Name

Juliet Tizzard

Date

24 January 2017