**MINUTES**

**CPIC CONFERENCE CALL**

DATE: October 4, 2012

PRESENT: Andrea Gaedigk, Ellie McDonagh, Julie Johnson, Kevin Hicks, Kristine Crews, , Marc Williams, Mary Relling, Michelle Carrillo, Robert Freimuth, Stuart Scott, Todd Skaar, Teri Klein, Cyrine Haidar, Mark Dunnenberger, James Hoffman, Kelly Caudle, Adriana Malheiro, Dan Roden, Tom Callaghan, Li Gong, Mia Wadelius, Samuel Johnson, Susan Leckband, Vita Dolzan, Vojteh Huser, Tammie Chang

| TOPIC | DISCUSSION/ACTION | FOLLOW-UP |
| --- | --- | --- |
| Update on guidelines.gov | We are in the process of submitting our published guidelines to guidelines.gov (National Guideline Clearinghouse). Discussed the process (outlined on <http://www.guidelines.gov/submit/index.aspx>). Discussed the PubMed classification of “guideline” used to index published guidelines in PubMed. We need to ensure that all CPIC guidelines fall into this index category. | Kelly will follow-up and report on progress with NGC and PubMed (via Adriana). |
| Acknowledgement of updates | CPIC guidelines will be updated every 2 years. There are 4 types of updates: no change, minor update (supplementary material only), major update (manuscript and supplementary material), and re-write. We are working with CPT and PharmGKB to find the best approach. Once we have a process, we will share SOP with group. | Kelly will follow-up and report on progress. |
| Making CPIC guideline tables “machine readable” | Discussed having CPIC guidelines in a machine readable format and other informatics aspects of clinically implementing CPIC guidelines. Pointed out that recently submitted “look-up” tables for 3 genes are used by some sites as machine-readable tools for posting in EMR. Sub-group of CPIC members interested in informatics was suggested (Teri Klein, Marc Williams, Bob Freimuth, Vojteh Huser, Michelle Carrillo, Ryan Whaley). | Contact Teri or James if interested in joining call. Teri will schedule call. |
| Update on guidelines in progress | - CPIC G6PD-rasburicase guideline: Tammie and Ellie are working on contacting people in the field/ companies that screen for G6PD deficiency to find out what their clinical recommendations are, and collecting these together with what has been published in the literature in a report document/ collection of guidelines. They also have a drafted a survey for G6PD screening. Survey will be sent to CPIC members for comments/questions.- TCA guideline: submitted- SSRI guideline: in final stages of editing - IL28B CPIC guideline: internal draft complete and being reviewed by a couple of people (e.g., Dr. Nelson at UF). - DPYD/5FU : Kelly added as author; in final stages of writing - allopurinol HLA: accepted- phenytoin HLA: Steering Committee needs to approve writing plans and authors (senior author is Tom Callaghan)- HLA-CBZ: Final draft circulated through CPIC; will be re-circulated through Teri, Mary and Kelly before submission to CPT.  | G6PD survey will be sent to CPIC members for comments/questions.Tom/Kelly to submit authorship plan for phenytoin HLA guideline.CBZ guideline to be recirculated to Teri, Mary, Kelly. |
| Possible new guideline | Discussed and agreed to recommend to Steering Committee to add ivacaftor and CFTR to CPIC drug/gene list. Sam Johnson volunteered to take the lead. Need to recruit CF specialist. | Gene pair will be submitted to Steering Committee. |
| Overview of SOP for how to write guideline | Reviewed new SOP for how to write a guideline (attached to Oct 4 meeting announcement).  | Comments to be sent to Kelly (kelly.caudle@stjude.org) by October 12. |