**MINUTES**

**CPIC CONFERENCE CALL**

DATE: September 13, 2012

PRESENT: Andrea Gaedigk, Deanna Kroetz, Ellie McDonagh, , Julie Johnson, Kathryn Teng, Kevin Hicks, Kristine Crews, , Marc Williams, Mark Avigan, Mary Relling, , Michelle Carrillo, Rachel Tyndale, Robert Freimuth, Steven Scherer, Stuart Scott, Todd Skaar, , Katrin Saagkuhl, Teri Klein, Cyrine Haidar, Gillian Bell, Mark Dunnenberger, James Hoffman, Kelly Caudle, Katrin Sangkuhl, José A.G. Agúndez

| TOPIC | DISCUSSION/ACTION | FOLLOW-UP |
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| CPIC guideline authorship policy | The CPIC Coordinating Committee (Drs. Long, Klein, Relling, Johnson, and Roden) established a CPIC guideline authorship policy. Dr. Relling reviewed this policy.  Discussed and agreed adding statement about senior author involvement in updates. | Final version will be sent to CPIC members after the call. |
| Survey of CPIC members | Discussed possible items to include in survey of CPIC members:  1) Update CPIC membership list (interest and affiliation and status)  2) Use of G6PD tests (enzyme activity vs. genetic test)  3) G6PD drug alerts at respondent’s institution  4) Ask for any other genes tested or drug alerts (based on genetics) at respondent’s institution (other than 11 listed genes).  It was suggested that CPIC consider strong survey development support especially if asking questions regarding areas of qualitative judgment.  Volunteers solicited for survey development. | Teri will work with PharmGKB staff to develop survey. Steering committee will review. |
| Guidelines in progress | Kevin Hicks:   * CYP2D6/2C19/TCA guideline (near final) * Table S13 discussed: additional “PK” designation confusing; it was recommended to remove “PK” * It was suggested to clarify “starting dose” vs a “ramp-up” dose * It was suggested to consider moving Table S19 (combined CYP2D6 and CYP2C19 dosing recommendations) to main text; Kevin stated there is currently a lack of clinical data on how these combined genotypes affect TCA outcomes, and authors hope that publication of this guideline will stimulate additional research on using the combined genotypes for dosing. Rachel suggested a commentary be submitted with the paper addressing this (authored by a non-TCA CPIC guideline author)   Michelle Carillo   * HLA/CBZ guideline (near final)—posted 8/30 to CPIC site; comments were due back Sept 10 * They have received comments and are addressing issues * It was suggested to remove the statement in introduction referring to other structurally and therapeutically related drugs (if recommendation is only for CBZ) * Discussed adding statement to dosing recommendations that drugs that are structurally similar should not be used as an alternative therapy to CBZ | Kevin will take suggestions to co-authors. Deadline for co-authors and CPIC members review is September 19th. Recommendations welcome on possible authors for a commentary.  Michelle to follow-up |
| Introduce CPIC Coordinator | Kelly Caudle, Pharm.D., Ph.D is the new CPIC Coordinator. Her primary duty is to help keep guidelines and updates going with PharmGKB. She is also responsible for checking for CPIC template/SOP compliance. |  |