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| **Reported by (Name):** | **Geoffrey S. Ibbott** |
| **Organization:**  | **IEC project team 62083 of Working group 1, Subcommittee 62C** |
| **Position Title:** | **Convenor of Working Group 1** |
| **Activity:** | **Meeting of PT 62083** |
| **Meeting Dates:** | **13 June 2018** |
| **Meeting Location:** | **Crawley, England** |
| **Payment $:** |  |
| **Reasons for Attending or not Attending** | **Attended as Convenor of WG 1 and member of PT 62083** |
| **Issues from Previous Meetings or Year:** | The aim of this meeting was to produce a first CD. |
| **General Description of Activities of the Organization and/or Meeting:** | **The meeting was one of a series that were convened to focus on development of a new edition of IEC 62083.** |
| **Issues for AAPM:** | **This standard deals with the safety of radiotherapy treatment planning systems. AAPM input is through three liaisons to the US TAG.** |
| **Budget Request ($):** | **Included in WGIEC budget.** |

62083 RTPS working group Minutes 4 – Crawley 2018-06

Meeting Place: Elekta Crawley office, Cornerstone, London Road, Crawley, United Kingdom Meeting Date: 11 – 13 June 2018
Submitted by: Inger-Lena Lamm, 2018-06-25

Attending: Hans Sethi, UK, Thomas Jakob, CH, Inger-Lena Lamm, SE, Geoffrey Ibbott, US, Kari Jyrkkälä, FI, Jim Percy, US, Werner Reichel, DE, Wolfgang Ullrich, DE, James Zug, US

Distribution of documents

Working documents are available on Dropbox, folder “Treatment Planning PT”. These documents include working drafts, homework assignments, minutes, documents of interest and more.

Documents for the whole WG1 will be posted also on Collaboration Tools (CT), “V8.4” – post London, “V8.6” – post Crawley and finally “V9” – a clean version.

Working documents related to the Crawley meeting, 2018-06

Working document from the meeting in London 2018-04, in subfolder old: 62083 Ed3.0 V8.2\_2018Apr19B.doc

Starting document for Crawley: 62083 Ed.3.0 V8.5.doc, and Resulting document from Crawley: 62083 Ed.3.0 V8.5. 20180613.doc

Minutes

Hans welcomed us all to the new “airy” Elekta building, where the Swedish influence on architecture and design was noticeable.

The small RTPS group in London in April had devoted time to specific clauses, e.g. algorithms and dose calculation. We decided to devote our time primarily to the rest of the document, and Thomas led us through the text, starting with Scope.

Below are just some short comments on what we discussed and achieved in Crawley. The resulting document, reflecting the Crawley decision, is available on Dropbox.

During the discussions a few defined terms were added, e.g. the in 60601-1 already defined term record.

Concerning 6.2, Coordinates, movements and scales, it was decided to change the text in the first paragraph to: “It shall be possible for the operator to perform all treatment planning functions with the scales and coordinates of radiotherapy treatment me equipment.” An explanatory Appendix A.1.1 was added.

Some clauses were moved for consistency, e.g.

* “Absorbed dose to dose monitor unit ratio” has become a subclause under EXTERNAL BEAM EQUIPMENT,
* The old “9.5 Radiobiological effect MODELLING” has become a subclause under 10 ABSORBED DOSE calculation.

Bulk density was replaced with “pixel or voxel mapping values”, a generic formulation. Question boxes, as shown below, were incorporated:

Input requested from NCs how to cover the calibration for light ion MEE

Clause 17 Adaptive radiotherapy was shortened after some long discussions. (Question, would we be interested in 4D patient models?)

The aim of this meeting was to produce a first CD. Concerns were raised Monday morning that we would be able to reach this goal. But Wednesday afternoon we concluded that we did have material enough, even if there is more work to be done. Input from National Committees would be of great value at this stage of the document.

There are still adaptions to be made to the text according to the decisions taken, and changes to be made such as replacing “bulk density” everywhere. Thomas will finalise the document and send it to “Norbert, Geoff and Alan”, who will submit it officially to Central Office for distribution to National Committees. The RTPS project has not yet started officially, it will start in connection to the distribution of the first CD.

The next meeting with WG1 is 8-13 October in Seoul. A CD requires 2-4 months for commenting, depending, and we hope to have comments back for the Seoul meeting.

Respectfully submitted

Geoffrey S. Ibbott