CCSD Extraordinary Board Meeting Minutes - Robotic code set development

Date/Time	13/10/2023 10:30 – 11:30

Location	Microsoft Teams

Attendees	**Independent chair (non-voting)**	**Voting members**	**Non-voting members**	**Support services provider (Grant Thornton, GT)**
	Zoltan Varga (ZV)	Ayodele (Ayo) Kazeem (AK) – AXA Health Lesley Doyle (LD) – Vitality Health Timothy Woodman (TW) – BUPA Martin Rennison (MR) – Spire Healthcare, rotating provider representative John Shepherd (JS) – Ramsay Health, rotating provider representative	Jenny Murray (JM) – Healthcode John Hopgood (JH) – IHPN Anne Coyne (AC) - PHIN	Peter Saunders (PS) Andrew Plumtree (AP) Phil Wright (PW) Catherine Baldwin (CB) Lana Nabeel (LN)
Apologies	Adam Hayward (AH) – Aviva			

Minutes taken by Catherine Baldwin (CB) and Lana Nabeel (LN)

Item	Description	Action
1	**Welcome, introduction and apologies** • Welcome and introduction by Chair. Apologies received from AH • Competition law reminder given by Chair • The Chair clarified that the only agenda item for discussion at the meeting was robotic code development and asked all present to confirm that they had received and read the papers shared prior to the meeting. All confirmed. • The Chair thanked GT and LD (as Board sponsor for this work) for the preparation in advance of the meeting.	

2	**Robotic code development**
	
	• A brief introduction to the work was provided with clarification that the aim of the meeting was:
	
	  – For Board to approve the principles and approach taken to the development work
	
	  – For Board to agree a process and timeline for adoption of the codes into the CCSD schedule
	
	  – For Board to endorse next steps
	
	• LD summarised the potential of this work for both the sector and CCSD. This work represents a unique opportunity for CCSD with significant interest from the wider industry. The work shows CCSD is being proactive and will help to raise the profile of CCSD within the sector. LD thanked the GT team for their detailed efforts, especially in reviewing the impact of new robotic codes on the wider schedule.	

- The robotic code development work was commissioned by the CCSD Board in July 2023, following a period of ad-hoc requests for robotic surgery codes into the Working Group. There was a desire to take a proactive step in developing codes for the sector and ensure that the Schedule was reflective of interventions being performed. At the time of commencing the work in August 2023 there were 57 robotic assisted surgery (RAS) codes across seven chapters.
- PW and CB provided an overview of the work undertaken across the five stages:

Stage 1: Project scoping and desktop review

- The first stage of the included development of detailed approach and project plan and a review of the OPCS approach to robotic coding, to understand the approach taken to robotic coding in other classifications. OPCS uses secondary codes to show additional information about the primary procedure undertaken.

Stage 2: Stakeholder engagement 1

- Meetings were held between GT and stakeholders to understand more about robotic assisted surgery (RAS) and the key considerations CCSD needed to be aware of in developing new codes. The stakeholders represented insurers, providers and suppliers. Following this a milestone report was developed for the Board. The Board agreed to focus on current activity and need and for the narrative of these codes to include 'robotic assisted surgery'. It was agreed that additional codes would be added to the Schedule in the same format as those currently available with the potential for modifiers to be considered in the future.

Stage 3: Stakeholder engagement 2

- Stakeholder input on guiding principles underpinning CCSD RAS coding and existing codes was requested, along with stakeholders suggesting additional RAS codes for consideration. There was minimal feedback around unacceptable combinations. GT have suggested two principles to support the initial roll out of RAS codes., these are:
  - An RAS code is an unacceptable combination with any laparoscopic or open intervention for the same purpose
  - Unilateral and bilateral codes will be unacceptable combinations
- The Chair asked the Board to confirm their agreement with this approach and the level of stakeholder engagement. All agreed.

Stage 4: Code refinement, schedule alignment and development of proposed list of RAS codes

- GT reviewed all comments and suggested new RAS codes. Areas of high RAS use were subject detailed review to ensure codes suggested by stakeholders aligned to schedule standards. All proposed codes were cross-checked to ensure they aligned to key CCSD principles.
- For areas of high request review of online literature and approaches by other schedules was undertaken with new recommended approaches for these areas developed bringing in line non-robotic code narratives to ensure cohesive sets of codes. This work included development of additional codes to ensure the same options are available for similar types of surgery (e.g. same approach for all hernia repairs regardless of site of hernia)
- Narrative and unacceptable combination changes suggested to bring existing codes into line with newly developed ones. Narrative changes are predominantly immaterial but bring wording across the RAS codes inline, for example 'robot assisted' to 'robotic assisted'.

Stage 5: Review of the final proposed RAS code list

- The final proposed code set contains a total of 198 RAS codes. This included 141 new codes and 57 existing codes. The proposed new codes sit across 9 chapters of the CCSD Schedule.
- The Chair asked the Board to confirm agreement with the principles followed in the development of the codes. All were in agreement.

2.1 Working Group to review (and thus adopt) the RAS codes in two phases, with all codes to be adopted by March 2023. **Deadline March 2023**

- There was some concern noted about the capacity of the Working Group to review and approve the work.
- All Board members agreed that the initial objectives had been met with a strong audit trail for the decisions made. The Board agreed to move to the implementation stage of the project.

Working Group verbal update

2.2 GT to consider how it can further support the

	- The proposed RAS codes were discussed at the Working Group development meeting on 7/12/2023. The Working Group were pleased with the work done and recognised its importance to the sector. There was agreement that the level of work was needed at this stage to avoid more work in the following six to 12 months and to ensure a good standard of code for the sector to use. Working Group particularly appreciated the work done in stage 4 and were please to see sets of codes which were comprehensive with clear language. - There was concern raised from Working Group about their ability manage the volume of code changes proposed and vote on them. The potential solution discussed in the meeting was for Working Group to review what they could ahead of the January meeting, with some codes to be adopted then, and the rest of the set to be adopted alongside the March schedule updates. GT will touch base with all Working Group voting members in January. - Some Working Group members did not feel they would have the capacity to review codes before Christmas. Others, who had started to review codes, noted that although the number looked high, there appeared to be a large number of codes which could be reviewed quickly. The Board reflected that a large number of the request can be approved quickly based on principles, such as the additional of a bilateral code where a unilateral already exists. This avoids a granular review of every request. It was also noted that in order to be approved codes need a majority not a unanimous vote. - In order to support the Working Group in voting, whilst maintaining a clear audit trail, an excel spreadsheet has been provided for Working Group to use for logging their votes. The GT will then upload decisions to the CCSD website. - The Board noted that more work is being required of the Working Group alongside its business-as-usual functions. The different roles of CCSD and the sector were discussed with in regard to supporting future development work. The GT team offered to review its support to Working Group and what could be done to increase the capacity of the Working Group. Next steps - The Board reflected on CCSD's role to review, approve and publish schedule updates, with individual organisation's responsible for adoption, which is beyond the remit of CCSD. - The Board discussed the immediate next steps with regard implementing the RAS codes, noting the concerns raised by Working Group. The Board wished to maintain the momentum of the work and as such it was decided to adopt codes in two phases; some codes should be prioritised for adoption in January, with the rest following in March. In order to support this prioritisation the GT team will liaise with providers to understand the areas with greatest need which should be prioritised in the January phase. GT will communicate this to Working Group. - As part of the wider next steps GT will develop supporting guidance to be included in the Technical Guide and training material for RAS codes. There will also be a communication to the wider sector to update them of this work. - Following the culmination of the project a review and lessons learned will be completed and shared with Board to support future CCSD development projects. - GT to support Working Group by rolling out unacceptable combinations in line with the principles outlined in the RAS supporting pack (and detailed above). GT to consider how it could further support Working Group in considering the unacceptable combinations for the wider RAS code set.	Working Group to increase capacity. **Deadline 26th January** 2.3 GT to update Board with RAS code adoption progress following the January Working Group. **Deadline 26th January** 2.4 GT to liaise with provider representatives to prioritise codes for January adoption **Deadline: 15th December** 2.5 GT to communicate the phased adoption to Working Group members ahead of January deadlines. **Deadline: 19th December** 2.6 GT to draft sector update on robotic work to ensure sector are aware of upcoming changes and highlight the value of CCSD within the sector **Deadline: 26th January** 2.7 GT to propose list of unacceptable combinations for RAS codes in line with principles outlined. **Deadline 26th January**
3	**AOB** a) Other items which are awaiting progress and finalisation including the fee waiver agreement and updated proportional licence model will be dealt with outside of this meeting. b) Next meeting: Tuesday 19th March 2024, face to face in GT London offices. Chair thanked all, wished the Board a Happy Christmas and closed the meeting.	