

HSRAA Annual Conference (Preliminary Brochure)

8th – 10th May 2019

St. David's Hotel, Cardiff, UK



HEALTH SCIENCES
RECORDS & ARCHIVES
ASSOCIATION

The Health Sciences Records & Archives Association hopes that you will be able to attend its 2019 Annual Conference at the award-winning* St. David's Hotel, Havannah Street, Cardiff, CF10 5SD.

This two-day event, preceded by a choice of two half-day workshops, will take place from Wednesday 8th May to Friday 10th May, and comprises presentations, discussions, debates and a networking conference dinner.

Programme Coordinator

Russell Joyce

Event Administrator

Jo Rammell Connect Events

HSRAA Operations Committee

Eldin Rammell Chairperson

Jamie Toth Secretary

Russell Joyce Treasurer

Dora Endreffy Publications

Hobson Lopes Finance

Alex Dingenouts Technology

Ben Saxton Marketing

Kristen Bretzius Training

Poh Quai Chan Governance

Ashley Cole Membership

Enquiries

conf-admin@the-hsraa.org



Conference Overview

A glance through this agenda will reveal a wide range of topics to provide plenty of interest and relevance to all GxP records managers and archivists.

There are sessions on data integrity, digital archiving, inspection strategies, data protection, information governance, and artificial intelligence and machine learning.

HSRAA is also pleased to welcome **Andy Fisher, MHRA** presenting on their latest perspectives on the regulations. The conference will also include the HSRAA AGM and feature updates on progress from the HSRAA's own Special Interest Groups.

Not only is this conference a great opportunity to network with like-minded industry colleagues, but we think you'll agree that this is an agenda not to miss! Places are limited so please book early to avoid disappointment



* Awarded 2017 Gold Award by Visit Wales

Wednesday 8th May 2019: Pre-Conference Workshops

Future Inn*, Cardiff Bay (Appledore Suite & Anglesea Suite)

12.30 – 13.00 Registration and refreshments

13.00 – 14.45 **Workshop A:**

The Implications of the General Data Protection Regulation on Records Management

Tutors:

Dora Endreffy, Icon plc
Reynold Leming, Informu Solutions

The workshop will provide an overview and practical advice on a number of cross sections between records management and GDPR, including:

- how to plan and execute and information audits that results in merging Record Inventories with Information Registers;
- create data maps;
- main considerations to create and maintain legally defensible retention schedules;
- plan and operationalize retention schedules and disposition requirements.

Workshop B:

Data Integrity Expectations, Challenges and Best Practice for GxP Compliance

Tutors:

Russell Joyce, Director, Heath Barrowcliff Consulting
David Thompson, Principal Consultant, Clarity Compliance Solutions

The workshop will focus on bringing the participants up to speed on the current data integrity expectations, practices and challenges being faced by the industry.

The workshop will cover:

- 1) Update on latest data integrity guidance
- 2) Latest data integrity industry trends
- 3) Exercise A - The challenges of data integrity applied to archiving
- 4) Auditing for data integrity
 - Hosting DI audits
 - Delivering DI audits
 - Preparing for DI audits
- 5) Roundtable discussion and Q&A session

14.45 – 15.15 Refreshment break

15.15 – 17.00 Continuation of workshops A and B

* Note location of pre-conference workshops (**not** St. David's Hotel)



Thursday 9th May 2019

08.30 - 09.00 Registration and refreshments

09.00 - 09.05 **Welcome Introduction**
Eldin Rammell, HSRAA Chairman

09.05 – 09.30 **Scientific Archivists Group Ltd Annual General Meeting**
Eldin Rammell, SAG Ltd Chairman

09.30 - 10:30 **MHRA Regulatory Update and Discussion**
Andy Fisher, Senior Lead Inspector, MHRA

10.30 - 11.00 Refreshments Break

11.00 – 11:30 **EMA eArchiving Working Party Update: Archiving of Electronic Study Data**
Tony Hower, Global Compliance & Strategy, Medidata Solutions

11.30 - 12.00 **Data Integrity and the use of Wearable / Portable Devices**
Russell Joyce, Director, Heath Barrowcliff Consulting Ltd

12.00 - 12.30 **Use of a Standard Industry Taxonomy - A Case Study (Non-interventional Clinical Studies)**
Stuart McCully / Tara Isherwood, Syneos Health

12.30 - 13.30 Lunch

13.30 - 14.00 **Health Archives - An update on recent activities in the Health Archives and Records Group**
Geoff Browell (HARG)

14.00 - 14.30 **Good Data Governance: The Cornerstone of Reliable and Secure e-Archiving**
Hans de Raad, OpenNovations

14.30 - 15.00 **Turning Negative Inspection Findings into a Positive Quality Plan**
Frans Brouwer, Ardena

15.00 – 15.30 Refreshment break

15.30 - 17.00 **Interactive Debates**

- Computer System Validation
- Brexit
- The changing role of the Archivist

17.00 Close of Day 1

19.30 Networking Reception and Dinner

Friday 10th May 2019

08.30 - 09.00 Registration and refreshments

09.00 - 10.00 **The Future of Information and Knowledge Management: Interactive workshop**
Noeleen Schenk, Metataxis

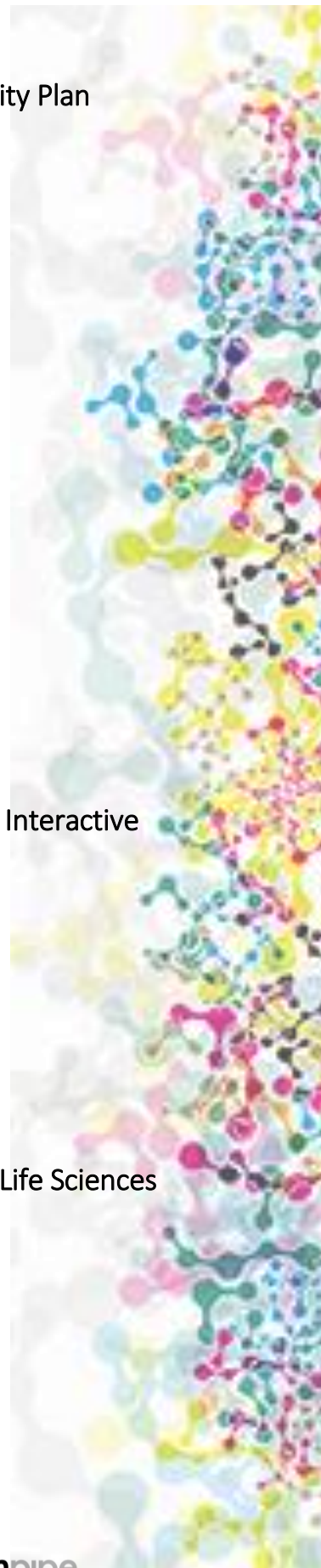
10.00 - 10.30 **Migration of Documents between Systems**
Ben Saxton, Formpipe

10.30 - 11.00 Refreshments

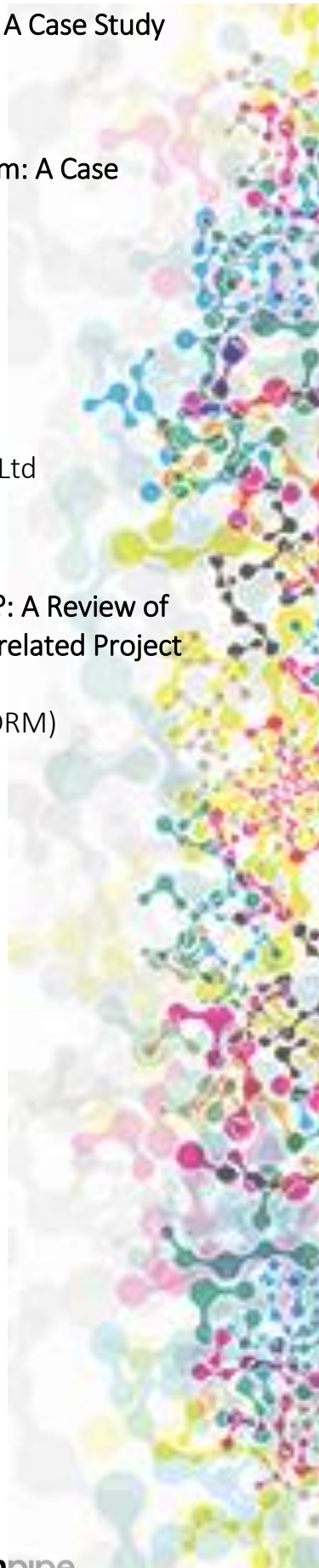
11.00 - 11.45 **Artificial Intelligence and the use of Machine Learning in Life Sciences**
Barry Sacks, PhlexGlobal

11.45 - 12.30 **Use of Automation in Document Management**
Paul Fenton, Montrium

12.30 - 13.30 Lunch



- 13.30 - 14.00 **Records Management Technology and Vendor Selection: A Case Study**
Rob Jones & Pawel Rucki, GW Pharma
- 14.00 - 14.30 **Impact of Implementing a Document Management System: A Case Study**
Stephen Nabarro, Cancer Research UK
- 14.30 - 14.45 Refreshment break
- 14.45 - 15.05 **Data Integrity - A Regulatory Update**
Eldin Rammell, Managing Director, Rammell Consulting Ltd
- 15.05 - 15.30 **When is it Permissible to Destroy Original Paper Records?: A Review of an Industry Framework for the Destruction of Paper and related Project Activities**
Lisa Mulcahy, DIA Document & Records Management (DRM) Community Chair
- 15.30 **Close of Conference**



Conference Fees

As usual, HSRAA offers a range of pricing options including:

- **Full Delegate:** Two nights' bed-and-breakfast accommodation, checking-in on Wednesday 8th May (check-out Friday 10th May), 2-day conference, networking reception and conference dinner on Thursday 9th May, and all conference session refreshments.
- **Day Delegate:** Admission to the conference sessions on 9th May or 10th May, including lunch and refreshment breaks. This rate does **NOT** include accommodation or the networking reception and conference dinner.
- **Accommodation:** One-night bed-and-breakfast accommodation at the HSRAA special rate, available for 8th / 9th May and 9th / 10th May. Book via the HSRAA website to secure our special rate (not available directly with the hotel).
- **Networking Reception and Dinner:** For day delegates or delegates wishing to bring a guest.
- **Workshop:** One half-day pre-conference workshop on 8th May, including refreshment break.

HSRAA members whose membership is fully paid at the time of booking will be entitled to a **25% discount** on the non-member rates shown below. The member rate will be displayed and available for selection only when logged into the HSRAA website as a member.

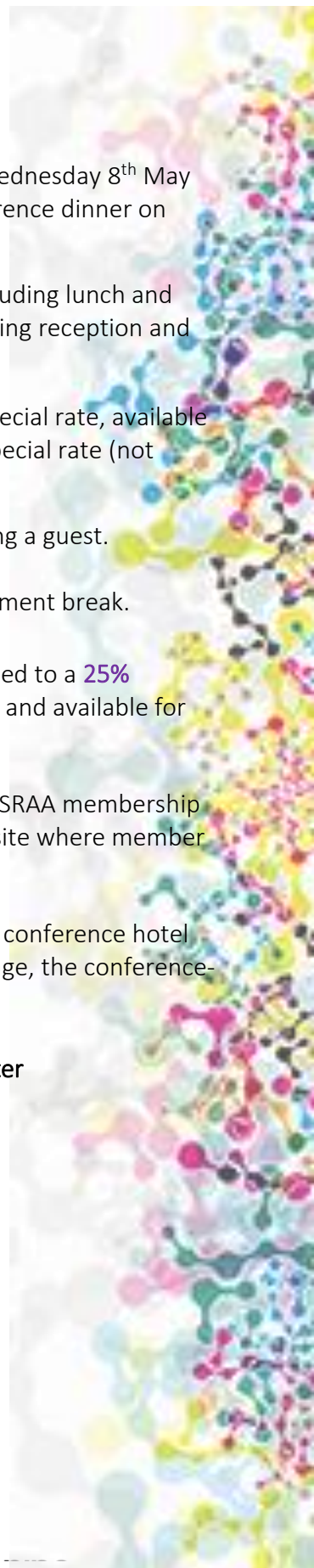
Non-members wishing to benefit from the discounted member rate may purchase HSRAA membership online for £60. After receipt of payment online, proceed to the conference booking site where member rates will be immediately available.

As in previous years, HSRAA offers great value options for delegates who choose the conference hotel as part of their conference booking. With the exception of the Full Conference package, the conference-only costs are separate from the accommodation costs. Non-member costs are:

	until Fri 29 th Mar 2019	thereafter
Workshop Wednesday 8 th May*	£108	£144
Day 1 Thursday 9 th May	£150	£200
Day 2 Friday 10 th May	£150	£200
Full conference (Day 1 and Day 2 including accommodation and networking dinner)	£558	£744

Save **25%** by booking NOW!

* **Note:** Workshops take place at the Future Inn, Cardiff Bay



If you wish to stay at the conference hotel, you may add the following optional extras to benefit from HSRAA-discounted hotel rates:

	until Fri 29 th Mar 2019	thereafter
- Accommodation (Bed and Breakfast) per night	£129	£172
- Networking Reception and Conference Dinner (for day delegates or additional guests)	£60	£80
- HSRAA Membership	£60	£60

Please note:

1. HSRAA has only a limited number of rooms available at The St. David’s Hotel. Once these places have been filled, you will only be able to attend by purchasing day delegate passes and making your own accommodation arrangements, either at the conference hotel or elsewhere. If full payment has not been received and additional bookings are received for the full delegate rate, preference will be given to delegates paying in full immediately. For this reason, we strongly recommend booking early and ensuring your payment is made promptly. For our last three conferences, the full delegate passes have been sold out.
2. HSRAA is unable to book additional nights for delegates on your behalf or to provide accommodation arrangements that differ from that described above. Please contact the hotel directly for any accommodation arrangements that are not covered by the standard rates outlined above.
3. During the booking process you may choose to pay for your conference booking by credit or debit card. To minimise our administrative overheads, we only provide an invoice for payment by BACS or cheque in exceptional circumstances. To guarantee your conference place in the event of high demand, HSRAA recommends that payment is made online using a corporate or personal credit/debit card.

Bookings for this event close on 25th April 2019; no bookings can be taken after this date as numbers for accommodation, day-delegates, dinner and other refreshments will have been confirmed with the hotel. To minimise costs and streamline processes, conference reservations are taken only online at <http://the-hsraa.org>

Queries

If you have any queries regarding the conference, please complete the online enquiry form on the HSRAA website or e-mail conf-admin@the-hsraa.org