

GUIDELINES FOR CONDUCT OF ASU-PROF.NALINI VENUGOPAL CLINICO-PATHOLOGICAL CONFERENCE (CPC)

Allocation of time: Total 30 minutes (Usually)

1. Presenter's presentation	8 minutes
2. Discussant's presentation	8 minutes
3. Diagnoses from the floor	4 minutes
3. Pathologist's presentation	8 minutes
4. Summarisation	2 minutes

Selection of case

Cases submitted for presentation at the CPC shall meet the following criteria:

1. The cases shall have not have a clear diagnosis at the end of the clinical evaluation, laboratory diagnostics & imaging; or
2. The eventual diagnosis shall be at a variance with the pre-operative diagnosis; or
3. Shall have yielded a rare and unique pathological diagnosis worthy of learning more about
4. The cases should have been fully worked-up as per contemporary best practices and the presenter (or a member of the unit involved at all stages in the management of the case) has committed to present the same at the CPC
5. All investigation reports shall be available and presented
6. All imaging results and images shall be available and presented
7. The presenter has committed in writing to send all the details of the case mentioned in # 4 to # 6 above to the discussant, without holding anything back
8. The Pathologist involved in making the pathological diagnosis (or a member of the Pathology team involved) has committed in writing to attending the CPC and presenting the pathology material
9. The case shall be reviewed by the Scientific committee; if more than one case is present, the scientific committee (or a committee of referees) shall rate the cases and the one with the highest rating shall be chosen
10. The decision of the committee shall be final

Format of the Clinico-Pathological Conference (CPC)

Clinico-Pathological Conferences feature three segments – *Case Presentation, Case Discussion & Pathology Presentation*. A Moderator shall be in-charge of the session, and will be the sole arbiter during discussions.

The roles of the Presenter, Discussant & Pathologist shall be as follows.

Role & Responsibilities of the Presenter

1. The presenter shall submit the full case summary along with the laboratory investigation results and imaging to the Secretary to place before the scientific committee (or committee of referees)
2. The presenter selected to make the presentation shall prepare a power-point (or similar) presentation

3. The duration of the presentation shall be 8 minutes
4. The presenter shall not give any diagnosis at the end of the presentation
5. The presenter shall answer any questions that the discussant may have, but shall not ask for opinions from the house, or anybody else

Role & Responsibilities of the Discussant

1. The discussant shall prepare a power-point (or similar) presentation
2. The duration of the presentation shall be 8 minutes
3. The discussant shall briefly summarise the clinical aspects of the case
4. The discussant will then provide a list of differential diagnoses
5. For each of the diagnoses in the differential diagnosis, the discussion will list out the *pros* and *cons* with, supporting evidence from the clinical presentation, laboratory results and imaging findings
6. The discussant will present his/her Final Diagnosis with facts and evidence in support of his choice
7. The discussant will offer only one final diagnosis

Role & Responsibilities of the Pathologist

1. The Pathologist shall present the gross findings, with photographs if available
2. The Pathologist will present the histology findings, with photomicrographs
3. The Pathologist will present findings of special stains, immunohistochemistry, immunofluorescence and any other techniques used for arriving at the pathological diagnosis, along with the relevant supporting photomicrographs/images
4. The Pathologist will announce the final diagnosis, and share the logic by which it was arrived
5. The discussant shall prepare a power-point (or similar) presentation capturing all the above
6. The pathologist shall also briefly deconstruct the other differential diagnoses offered by the discussant with reasons
7. The duration of the presentation shall be 8 minutes

Role & Responsibilities of the Moderator

1. The chairperson/moderator shall be responsible for the smooth and orderly conduct of the session
2. He/she shall ensure that each of the segments proceeds in the order laid down
3. He/she shall ensure time-discipline is maintained
4. He/she shall seek opinions from the audience on any other final diagnosis anybody may want to offer after the discussant has finished presenting the same
5. He/she shall bridge any information gaps in the presentations through effective intervention
6. He/she shall seek diagnoses from the members of the audience at the appropriate time
7. He/she shall round-off the conference with closing remarks