



# The Functional Evidence Discussion Forum

Version 1 - 2 May 2025

## Terms of Reference

### Summary

The Functional Evidence Discussion Forum is an online community focused on supporting the translation of experimental or functional assay data into functional evidence for variant classification. This document establishes the terms of reference for the Functional Evidence Discussion Forum, identifying the scope and preferred practices of the Functional Evidence Discussion Forum community.

### Terms

#### Do not share patient information

The FE Discussion forum does NOT share any patient information. Information can be shared if it is already publicly available, or if it is not personally identifiable. You can share the genomic location, ref and alt of an allele, and a phenotype that you are curating against. DO NOT share the information of a particular case however, even without identifiers. If you are not sure, report the phenotype you are curating against using the HPO term.

#### Maintain confidentiality.

Respect personal privacy. Do not repeat the personal information that others share.

You may ask to be removed from the mailing list at any time. Just email the current FE Discussion Forum coordinator.

#### Please participate.

If you are aware of information that may clarify an issue, please contribute this.

If you are unsure of the value, please still add the information but clarify that you are not sure.

If you find something confusing or want to know more, do not hesitate to ask questions.

If you do not agree with a point, offer a different perspective to encourage further discussion but please remain tactful.

#### Be respectful.

Be critical of ideas, but remember there are other people involved. Be tactful and kind. You can hurt the feelings of a person reading your post. Share your knowledge, but not to the point of excluding others. If you have something to offer, please share it, but allow everyone to contribute equally to a discussion.



## Be concise.

Do not waste people's time by posting basic, repetitive information. Make your point clearly and quickly. Reread your posts and edit for clarity and mechanics.

## Cite your sources.

If you use a source, cite it properly. This means using an official citation format, such as APA format, or a unique identifier such as PMID or DOI. Give credit where credit is due. Include links where appropriate.

## Seek assistance if you need it.

The FE Discussion Forum aims to support. If you would like to add/participate in the forum, and you are not sure how, please contact the FE Discussion Forum coordinator. Please report technical problems to the FE Discussion Forum coordinator. If the platform is not working properly, please let them know as soon as possible.

## The Online Message Board

Check first to see if the assay already has a discussion

Check the threads to see if the assay is already being discussed, then read all the posts in a thread before responding so you don't repeat what others have already said. Try to contribute clarifying information or a new idea to a discussion.

## Be aware that you may be moderated.

The FE Discussion Forum coordination team reserves the right to moderate the discussion and remove a post at any time, if that contribution is deemed offensive, inappropriate or demonstrably incorrect. Please contact the FE Discussion Forum coordinator if you believe that FE Discussion Forum content may be inappropriate and requires moderation.

The current FE Discussion Forum coordinator is Rehan Villani who can be contacted at [rehan.villani@qimrb.edu.au](mailto:rehan.villani@qimrb.edu.au).

## Support Documents

### Additional links/references

[Discussion Forum Presentation Template](#)

Atlas of Variant Effects Alliance - <https://www.varianteffect.org/>