

**The Association of Advanced Practice Educators (AAPE UK)**

**Minutes of the Committee Meeting held on Friday 14th July 2017**

**Venue:** London South Bank University (Keyworth Centre [Room 207] on Keyworth Street, London SE1 0AA)

**11.00 – 3.00pm**

1. **Welcome**

Katrina welcomed all to the meeting.

1. **Present**

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| Katrina Maclaine (Chair) | London South Bank University |
| Helen Orton (Secretary) | University of Liverpool |
| Hilary Walsgrove (Treasurer) | Bournemouth University |
| Geinor Bean (in lieu of Anna Jones) | Cardiff University |
| Evelyn McElhinney | Glasgow Caledonian University |
| Donna McConnell | Ulster University |
| Anna Neary | University of West of England |
| Ruth Pearce | University of Nottingham |
| Deborah Slade | Oxford Brookes University |
| Claire Tubbritt | Coventry University |

It was noted that there was representation from all 4 UK countries.

1. **Apologies**

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| Annabella Gloster (Deputy Chair) | University of Salford |
| Kathy Haigh | University of Cumbria |
| Mark Edwards | University of Swansea |
| Chris Inman | Birmingham City University |
| Anna Jones | Cardiff University |
| Jacky Price | University of Hertfordshire |
| Lucy Tomlins | University of Salford |

1. **Approval of minutes from previous meetings**
   1. Minutes of the meeting held on 19th July 2017 were accepted as a true and accurate record after the following corrections and clarifications:
      1. Donna Barleycorn is NOT on the committee but represents Kingston University
      2. Removal of random word (dome) on 6fii and question mark on 14a
      3. Clarification of 14e: Annabella Gloster sits on the ICN AP sub-group for education to ensure ICN are linking in with AAPE UK.
2. **Matters arising from the minutes, not covered elsewhere on the agenda:**
   1. *Conference – UWE (March)*

AN reported that the books had been collected and hence it had not been possible to provide a book to the poster winner. In addition, committee members confirmed that most book orders had not been completed. It was agreed that we need to understand the reasons for their poor service and remember not to invite them again until we have this information.

* 1. *The AAPE UK branding* is progressing with a range of merchandise including 2 banners [these need returning to supplier as support poles have buckled and they are no longer stable (KM to send back to AG to sort out repair/replacement)]; tablecloth and pens (brought by RP). Agreed that the KM would store the merchandise at LSBU but should anyone require banners etc. they can be sent out. Ruth to send pens out to all committee members. AG has also requested 500 business cards and has the flyers. HO attending NET conference in September and will promote AAPE UK wherever possible. Just to note, the cost of having a stand at the NET conference was high and due to the fact that the conference does not have an AP focus, agreed not to attend.
  2. *Committee biographies:* KM reminded committee members that the focus should be on role and activity relating to AAPE UK. Photos required from HO and HW.

**ACTION: HO and HW to send photos to Lucy Tomlin ASAP**

* 1. *Committee members on website:*  it was noted that the committee members’ section of the website still has inaccuracies. HO had asked Craig (website) to correct and KM has also gone onto the website and amended.

**ACTION: HO to correct committee members (remove associated and add others).**

* 1. *Constitution:* New constitution is now on the website.
  2. *Credit card payments:* It was reported that each transaction would cost £20 so decided that AAPE UK would not pursue this as a form of payment.

1. **Membership and Affiliate Membership**
   1. *Membership list on website*

It was noted that the membership list on the website is not up to date and that there should only be one named person for each of the membership organisations and that it is up to the named contact to share AAPE UK information with their colleagues.

* 1. *Non-payers*

HW reported that only 24 out of the possible 37 institutional members have paid for the 2017-18 membership fees. 13 previous members have not paid so committee asked to review contact names to enable HW to chase up.

* 1. *Membership correspondence*

It was agreed that a more direct email with regard to membership would be sent out in future and that we would also use the forthcoming letter-headed AAPE UK paper.

**ACTION: AG to send out headed paper to committee and HO and HW to sort out international affiliation correspondence for website and as letter to send out to interested parties;**

KM also requested that information on international affiliate membership is also sent out to Melanie Rogers at the ICN. KM has set up a meeting at Melanie’s request to ascertain how the ICN and AAPE UK could work more closely.

**ACTION: KM to correspond with Melanie Rogers.**

It was noted that there are several Universities who are represented at the Council of Deans who are not members.

**ACTION: HO and HW to contact.**

1. **Financial report:**
   1. *Sponsorship and Hallam Medical*

KM reported that Hallam Medical has agreed a Memorandum of Understanding (MoU) but HM have requested ideas to promote Hallam Medical. Some discussion took place regarding promoting ANPs: for e.g. a recent specific request to promote ANP job opportunities in the Leicester area. Some discussion took place how AAPE could do this including putting links on the AAPE website or add a job section or using Facebook. It was agreed that it would be appropriate the Hallam Medical website link to be added under the logo and then HM could advertise/promote AP vacancies through their own website.

**ACTION: KM to confirm if Hallam Medical will agree to this proposal and review the MoU for November 2017.**

* 1. *Balance*

HW reported that the current balance is: £9544.89 (including the Hallam payment paid in June) and expenses after the conference and last meeting and updating of the website.

* 1. *Future costs- conferences*
     1. Rotterdam – RCN conference 2018.

KM stated that she wants a good attendance from AAPE members at this conference and we should be looking at submitting papers. She is asking for a workshop (possibly joint which may cover strategies for learning; evidence-based learning etc.) and wishes to promote affiliation. However, it was agreed that a multi-professional focus would be a positive approach. The deadline date for call for abstracts is 29th November 2017.

**ACTION: KM to email committee members and ascertain who is definitely intending to attend and from that, the contribution from AAPE funds can be determined.**

* + 1. HW confirmed that £4000 of AAPE funds is being ring-fenced for the AAPE conference in Glasgow (March 2018).
    2. To note: In relation to a series of emails regarding AP conference in Derby (6th and 7th June), AAPE did not pay for a stand after a request for payment retrospectively.

1. **Chair’s report**
   1. KM was pleased to note that the AAPE UK representatives are continuing to be involved in the 4 countries advanced practice activities and despite NHS funding challenges, advanced practice programmes continue to be in high, and in many places, increasing demand.

Reports from all 4 countries

*Northern Ireland:*

DM reported that a single MSc ANP course is to be commenced at the University of Ulster following the publication of the framework. Only students who are commissioned to undertake the course will be eligible to apply. Non-medical prescribing (NMP) will be a prerequisite for the ANP course. New programmes in Primary Care, Emergency Care and Children’s Care will be offered. Currently there is no accreditation of prior experiential learning (APEL) for existing ANPs. There is some interest from paramedics in taking an AP route but no route has been proposed for them at present.

*Wales*

GB reported that there is a drive in emergency nursing and intensive care nursing AP roles, which will adopt the portfolio approach and cover all 4 pillars. There are plans for an Occupational therapist route at Cardiff University. Anyone interested has to demonstrate that they will be supported by their managers.

Health Secretary, Vaughan Gething, has recently announced a £95 million package to support a range of education and training programmes for healthcare professionals in Wales, £500,000 of this will be used to support community healthcare such as advanced practice, education and extended skills training to support primary care clusters. It is also understood that the funding package will include an additional cohort physician associate training places available from September 2017 with 12 of these places hosted by Bangor University and 20 hosted by Swansea University.

*Scotland*

EM reported that the Government is supporting the transformation of roles mainly for Nursing, focusing on acute, primary care, paediatrics and neonates, mental health (but not yet official). There is no commissioning at present but it is hoped to be available from 2018. With regard to the MSc, the focus is on ANP and Primary Care. There is a MSc in Advanced Practice for AHPs, Social Workers in development at her university (Glasgow Caledonian) and MSc Paramedical Practice is already running to prepare Specialist and Advanced Paramedics. The numbers are healthy but it is likely that many will complete to PG Certificate level only. EM also reported that she sits on local ANP groups and the Council of Deans Committee.

*England*

It is clear that there are variations across England with regard to AP funding around the country and the final course awards (PgCert/Pg Dip/MSc) and titles. CPD commissions are predominantly focusing on clinical assessment and non-medical prescribing. See HEE and Apprenticeship content later.

* 1. Credentialing

KM reported that it had been useful to be involved in the RCN Credentialing of Advanced Level Nursing Practice transition process and that the window for this method for credentialing is to be kept open until 2020. KM reported that feedback on the Royal College of Emergency Medicine (RCEM) ACP Credentialing suggested that there were some concerns regarding how the decisions were being made about the appropriateness of education.

* 1. **HEE Activity** 
     1. Just to note: RP sits on Steering Group whereas KM sits on Working Group (mainly HEE representatives).
     2. RP stated that the Advanced Clinical Practice Framework document was due for publication as an online document but there have been some last minute comments from the consultation from the CSP and SCOR. The CSP has stated that it the framework does not represent the view of AHPs and are challenging the process of engagement and whether it reflects the AP role in AHPs. In addition, the role of an AP in mental health has not been articulated. The framework is now to change its emphasis from “have to” to “informing”. The plan is for a national launch event on Thursday 16th November 2017. A Toolkit with additional resources will follow.
     3. The HCP Education and Learning Group is a multi-allied professional group with representation from the HCPC and Council of Deans. They want AAPE to be involved in the group and vice-versa. Many members have voiced their disappointment about generalising practice (more consistent with an apprenticeship role) and not recognising the specialised and high levels of practice within their areas (such as MSK and neurology). KM proposed to invite Sally Gosling (Policy Lead at the CSP) to the next committee member in November with a view to co-opting her onto the group. As a reciprocal arrangement, AAPE will be invited to join the HC EL group.

**ACTION: KM to invite Sally Gosling**

* + 1. **Advanced Clinical Practitioner Apprenticeships and Trailblazers**
* KM confirmed that as part of the trailblazers for APs, expressions of interest have been submitted for the next funding stream[[1]](#footnote-1).
* Practice standards are being developed very quickly; standards are out for consultation. To note: standards cannot mirror other things and have to be different from existing roles.
* Timeframe: Courses to commence in September 2018.
* A key aspect is that it is the employer that is the lead for the apprenticeships with the HEI in a supporting role to deliver the on-programme learning.
* Writing pre-registration entry requirements and any prior learning required.
* Discussion took place regarding the pros and cons of the apprenticeship route. Inspectors, similar to those for OFSTED, will want to view learning reports on all students and review of all lesson plans and centres could be inspected at any time. In essence, any organisation would need to be ready for inspection at all times.
* A contentious issue is the inclusion of prescribing rights in the standards as this would exclude some groups, for e.g. orthoptics and radiography.
* The focus is predominantly seen as medical replacement but it does refer to the 4 pillars.
* A full Master’s programme is stipulated with an integrated model. This means that the End Point Assessment (EPA) will form the final 20 credit module. This would mean that students would not be able to undertake the usual approach of a dissertation (60 credits).
* Students can only progress to the EPA when they have achieved a set point.
* Proposals for the EPA are currently to have two aspects: a presentation in relation to work-based learning project such as service evaluation/ implications for service and patient care and an open book exam based on cases that the student brings with them where they answer a series of questions. All of the ACPs standards will need to be assessed across these two methods.
* They will only gain their final Master’s award if they pass the EPA.
* All organisations are paying into the scheme but obviously keen to get something back!
* There will be a national set fee determined by the Institute of Apprenticeships.

1. **Website and social media**
   1. Website
      1. AAPE: need to add health care to the website. **Action: Helen Orton**
      2. Governance issues: minutes from meetings are located in different areas on the website.  **Action: HO to liaise with Craig to sort**
      3. Blog: decided to “park” this for the time being and direct energies in other areas such as social media developments but use the NEWS section instead for regular updates.

**ACTION: CT to upload account of her trip to Chicago.**

* 1. Social media. It was noted that there has been more activity on Twitter promoting AAPE UK.
     1. Access to the AAPE Facebook page is an issue.

**Action: KM to contact Daniel Apau, previous committee member for passwords.**

* + 1. Twitter feed:

**Action: EM to liaise with Craig to get Twitter field onto the website.**

1. **Advanced Practice week: November 2017**

With the AP week fast approaching, discussions took place to establish what needs to be done with regard to promoting the week amongst practitioners and also what is being planned.

* 1. Promoting the week
     1. Social media suggestions – need to add hashtags
     2. Mock up poster presented in AGs absence – need to identify the purpose of the week and ensure that Advanced Clinical Practice is emphasised (and remove HEE 2017).

**ACTION: AG to adapt resources in light of feedback and circulate**

* + 1. Add podcasts – “Tell us about your role” and look at releasing some every day of AP week.

**ACTION: CT to coordinate**

* 1. Events planned to date
     1. KM to discuss with AG
     2. HEE ACP to launch Thursday 17th November – location TBC
     3. PowerPoint slides to be developed on AP developments with a slide focusing on each country. **Action: AN to sort out**
     4. Activities planned to date:

Anna N: UWE – some event being planned (TBC)

Claire T: Coventry – conference (pm)

Wales: Raising profile – concourse areas in hospitals and conference on the Friday 17th November 2017.

KM: London Southbank to have an evening event – question time and panel

AG: Event in Salford – Tuesday 14th November

1. **AAPE Conference – Glasgow – March 2018**
   1. Date: Friday 2nd March 2018
   2. AG and EM had not yet decided on a title for the conference but a couple of suggestions were proposed:

*“Transforming the culture of health care through advanced practice”*

* 1. It was also agreed that there needs to be more posters from both individuals and organisations and that all professions should be encouraged to attend.
  2. A key note speaker needs to be identified – possibly Jane Harris, NHS Scotland. EM to sort.
  3. A question/answer panel to be included.
  4. To note: committee members to meet up the evening before.
  5. Evaluation form:  **ACTION: AN to share evaluation form.**

1. **Action Plan**

KM confirmed a few key points from the action plan:

Item 17.1: General Practice Nursing Standards will focus on the 4 pillars – no further meetings planned.

1. **Any other business**

None

1. **Dates of the next meetings**
   1. Friday 24th November at London Southbank University.
   2. Friday 26th January 2018. Venue to be confirmed.
   3. Friday 2nd March 2018 – AGM and conference (Glasgow).

1. [↑](#footnote-ref-1)