**MEMORANDUM OF UNDERSTANDING [VERSION 1]**

**Between**

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

**and**

**Welsh Advanced Practice Education Network (WAPEN) and**

**Scottish Advanced Practice Education Network (SAPEN)**

AAPE UK, WAPEN and SAPEN are three professional organisations comprising of educators from Higher Education Institutions across the UK who share the mutual endeavour to promote and support all aspects of education and training for healthcare professionals developing to an advanced level of practice. It is logical and timely to formalise links for mutual benefits.

The AAPE UK and WAPEN and SAPEN wish to establish an affiliation by agreeing to cooperate with each other as follows:

**SCOPE OF AFFILIATION**

Affiliation is used in this Memorandum of Understanding (MOU) to mean a cooperative arrangement between AAPE UK and WAPEN and SAPEN to further their common goals by means of the methods set forth herein.

Affiliation, as used herein, does not mean, or imply any sort of legal relationship between the organisations that causes either to be liable for the contractual or other obligations of the other to a third party, or which causes of the parties to have control over the management or operations of the other.

Subject to mutual consent in writing by the three organisations, the areas of affiliation are subject to the framework of regulations applying to each organisation, and to the availability of resources, including but not limited to:

1. Sharing of experiences and strategies that promote advanced practice
2. Sharing and exchange of summaries of latest activities and/or action plans
3. Sharing and exchange of educational ideas, concepts and designs and publications
4. Joint conference presentations
5. Joint meetings and sharing of minutes and notes
6. Provision of pages on AAPE UK website [www.aape.org.uk](http://www.aape.org.uk) - one for WAPEN and one for SAPEN to be accessible to their members

The terms of cooperation for each specific activity under this Memorandum of Understanding shall be discussed and mutually agreed by all parties before the start of that activity. Each organisation shall appoint a designated liaison officer or appointed deputy, normally the Chair of each association/ group to develop, coordinate and monitor the specific activities agreed upon.

Notification of any change in liaison officers/chairs must be made in writing to all parties.

**Affiliation Fees**

AAPE UK will not charge a monthly fee to WAPEN or SAPEN, as all associations/ groups consist of voluntary membership.

**Renewal, Termination and Amendment**

This Memorandum of Understanding will be reviewed at the end of the first year and thereafter renewed automatically each year, unless amendments are required or terminated as prescribed below in writing. The designated liaison officer or appointed deputy, normally the Chair of each association/ group of all three organisations will periodically review this agreement to ensure the commitment and alignment with the goals of each party. The Memorandum of Understanding may be modified or extended by mutual consent in writing. If any of the three organisations desires to terminate this agreement, it shall do so by providing the others with written notification 90 days prior to termination.

**Liquidated Damages**

In as much as a remedy at law would be inadequate, as it is now and ever will be impractical and extremely difficult to determine the actual damages resulting in the breach of this Memorandum of Understanding, whether actual or anticipated, each party’s only legal remedy shall be the termination of the Memorandum of Understanding.

The designated liaison officers and chairs for this Memorandum of Understanding are:

**For AAPE UK**

Name: Kathy Haigh

Title: Chair AAPE UK

Email: [Kathryn.Haigh@cumbria.ac.uk](mailto:Kathryn.Haigh@cumbria.ac.uk)

Signed:

Date:

**For WAPEN**

Name: Jonathan Thomas

Title: Chair WAPEN

Email: [jonathan.w.thomas@swansea.ac.uk](mailto:jonathan.w.thomas@swansea.ac.uk)

Signed:

Date:

**For SAPEN**

Name: Colette Henderson

Title: Chair SAPEN

Email: [c.m.j.henderson@dundee.ac.uk](mailto:c.m.j.henderson@dundee.ac.uk)

Signed:

Date: