



THE SOCIETY FOR  
VASCULAR TECHNOLOGY OF  
GREAT BRITAIN AND IRELAND

## MINUTES

## SVT EDUCATION COMMITTEE

Date Friday 14<sup>th</sup> June

12.30-16.30pm

The Black Penny (café), 34 Great Queen Street, London, WC2B 5AA.

<u>Committee Position</u>	<u>Name</u>	<u>Initial</u>	<u>Attending?</u>
Education Committee Chair	Heather Anderson	HA	Y
Exam Registration Officer	Laura Haworth	LH	Y
Physics Theory Exam Officer	Sophie McDermott	SM	On Leave
	Caroline Dainty	CD	N
Vascular Technology Theory Exam Officer	Ming Yeung	MY	Y
Practical Examination Officer	Kelly-Marie Swagell	KMS	Y
CPD Officer	Hannah Lines	HL	Y
Co-CPD Officer	Amy Bolsworth	AB	N
Online CPD Questions Officer	Alison Dumphy Smith	ADS	N
STP/Trainee Rep	Ryan Ward	RW	N
Study Day Organisers	Davinder Virdee (Tutorial)	DV	Y
	Asif Dilshad (Fundamentals)	AD	N
Educational Pathways Rep	Helena Edlin	HE	Y

1.	<p><b>Review of previous minutes Thursday 13<sup>th</sup> April 2019</b></p> <p><b>Feedback from education committee</b></p> <ul style="list-style-type: none"> <li>• <b>Unable to view online newsletter editions past 2018. Heather has emailed Carlos to find out why?</b></li> <li>• <b>Caroline hopes to set Physics IDW date for October 2019. Awaiting feedback from Inteleos regarding one day or release funding for 2 day event?</b></li> </ul>	<p>HA</p> <p>CD</p>

2.	<p><b><u>Update from the Exec Committee 12<sup>th</sup> April 2019</u></b></p> <ul style="list-style-type: none"> <li>• Online renewal of membership now in effect from 1<sup>st</sup> August 2019.</li> <li>• Treasurer roles and responsibilities will now be outsourced to a private company. Kamran due to step down and struggling to find another committee member who can oversee compliance etc.</li> <li>• 2019 ASM 27-29<sup>th</sup> November.</li> <li>• Looking into opening applications for SVT grants to all year round to encourage application. Or 6 monthly openings with half the grant allocated to each application window. <b>Committee members remember an SVT member from ?Bristol who used an SVT grant to perform research. Presented at 2017 AGM? Hannah Lines has AGM booklet and will look out member. Heather to then contact member asking if they would write a short newsletter article around the SVT grant to try and promote the grant and increase applications/uptake. Does anyone from the professional standards or executive committee remember who this was or can recommend another member to write up article?</b></li> <li>• Professional Standards Committee have asked for a central storage cloud for uploading documents to, allowing smooth hand-overs to new committee members and continuity of record keeping. <b>Education Committee members feel this is extremely important as we have recently been struggling with continuity of records. Practical exam, theory exam and CPD officer's roles and responsibilities often cross over, would be great if they could all view one another's records when performing duties.</b>  <b>If we could also get more SVT email addresses that would be great as currently myself, Davinder, Asif and Ryan are using our personal email addresses to correspond with members.</b></li> <li>• BMUS Tues 10<sup>th</sup>-Thurs 12<sup>th</sup> December, Harrogate. Vascular stream Thursday 12<sup>th</sup> December. Any interesting topics or case studies on             <ol style="list-style-type: none"> <li>1. upper limb pathology (DVT, TOS, vascular access).</li> <li>2. DVT particularly difficulties with IVDU groin and how to overcome.</li> <li>3. Post cath lab intervention in the groin (pseudoaneurysm, fistula etc)</li> </ol> <p>SVT members will now pay same rate as BMUS members.</p> <p>SVT will advertise BMUS study days on our website.</p> </li> <li>• SVT will now offer subsistence costs for long travel days on SVT business, in line with normal NHS guidelines (see appendix 1).</li> </ul>	HL HA
3.	<p><b><u>THEORY EXAMS</u></b></p> <p><b><u>Spring 2019 examination window now closed (24<sup>th</sup> April-22<sup>nd</sup> May).</u></b></p> <p>Exam Results release date 23rd July, Darlene (Inteleos) will email LH to confirm results</p>	

	<p>are available to view. LH will email candidates informing them results are now published within their ARDMS member area.</p> <hr/> <p><b><u>Autumn 2019</u></b></p> <p>Inteleos Applications Window 7th Aug-12th Sept  Pearson Registration Window 7th Aug-23rd Oct  Pearson Examination Window 25th Sept-23rd Oct  Exam Results release date 19th Dec</p> <p>Email to go out to SVT members approx 1-2 week before application window opens informing them of upcoming examination period.</p> <p>Heather has emailed Carlos asking if Autumn 2019 examination dates can now be published online.</p> <p>Aim to have both 2020 examinations windows advertised on Education Pages (Theory exams) at the start of each membership year (publish 1<sup>st</sup> September). Laura awaiting final dates from Inteleos. Include ARDMS link to calculator practice on theory exam website.</p>	<p>HA</p> <p>LH</p>
5.	<p><b><u>Item Development Workshop (IDW)</u></b></p> <p>One day remote Technology IDW set for 27<sup>th</sup> June 2019. Inteleos will conference call in. Inteleos have confirmed that most of the session will be required for question revision, analysis etc with a smaller segment of new question writing.</p> <p>At the moment this is costing approx. £1224 not including travel expenses. SVT to pay and claim back from Inteleos.</p> <p>Heather has discussed whether there would be an option to divert funding from the chair and vice-chair of the SVTGBI Inteleos committee (currently Heather and Dominic) from annual attendance at the AGM, to every other year. Regular conference calling appear to be keeping momentum and communication open.</p> <p>In the years we don't travel to USA (accommodation etc covered by Inteleos), would Inteleos consider spending the money on running larger 2 day IDWs instead (per paper), with Darlene and Belinda from Inteleos attending in person.</p> <p>This way we can offer members the opportunity to attend a longer IDW, with the training required to start question writing remotely (couple of hours training involved).</p> <p>The following year would be a smaller 1 day remote IDW, which would hopefully include members from the previous year keeping the momentum of examination writing going.</p> <p>Caroline Dainty to confirm IDW dates for Physics IDW (looking at October 2019), however awaiting response/outcome from Inteleos before doing so. Inteleos mentioned that the Physics IDW will consist of more new question writing then reviewing, therefore it may be beneficial for Inteleos to attend in person over 2 days. We could then open this session up to new attendees as training would be included.</p> <p>Kamran has suggested that any members, committee members undertaking SVT duties sign a disclaimer outlining that they would not sue the SVT should they be injured whilst performing SVT duties. The IDW venue is also wanting this disclaimer.</p> <p>For discussion....</p> <p>1. Is everyone happy to sign this at the start of each meeting, study day etc? Yes,</p>	

	<p>committee members are happy to sign this disclaimer when taking on a position on the SVT committee. Do we need to include study day attendees etc into this?</p> <p>2. Should the SVT publish this disclaimer on the website?</p> <p>Yes, but we suggest signatures on day of attendance also if opening this up to study day attendees etc.</p> <p>Or include in registration packs?</p> <p>Who would format draft copy of disclaimer?</p> <p>Does the SVT currently have any liability cover/insurance?</p> <p>How do BMUS cover themselves? Heather has emailed Emma Waldegrave (SVT BMUS rep). If we need to, could Emma ask what cover/precautions they have in place?</p>	HA
6.	<p><b><u>Any updates from Inteleos</u></b></p> <ul style="list-style-type: none"> <li>• New exam form to be released for 2020.</li> <li>• Regular conference calls with Inteleos appear to be successful in keeping momentum and communications going.</li> <li>• Looking to increase cost of exam from £100 to £125. This is outlined in the agreement with SVT, however SVT delayed due to the issues experienced at Pearson Vue centres which have now been resolved.</li> <li>• Do the committee agree to this to taking effect Autumn 2019? Yes, this price increase was previously put on hold due to incidents at Pearson Vue examination centres however Inteleos have now resolved. Education Committee now agree to allow Inteleos to increase examination cost from £100 to £125 but have asked Inteleos to confirm when they plan to increase again, and how much by,</li> </ul>	HA
7.	<p><b><u>Practical Exam</u></b></p> <ul style="list-style-type: none"> <li>• One member (LS) passed theory exams May 2014 but failed practical May 2019. Member under assumption that by sitting their theory exams May 2014, the 5 year period was valid until the end of 2019 calendar year.</li> <li>• 2014 Accreditation Document states 'However remember the practical exam must be taken within 5 years of the passing the theory exams'.</li> </ul> <p>Some members of the education committee commented that their colleagues were also under the assumption this meant the end of the calendar year you take your theory exams. Others are happy that it has always meant from your examination date. Fair comment made that exam results aren't release until a few months after exam sat.</p> <p>ACTIONS...</p> <ol style="list-style-type: none"> <li>1. Unfortunately, we are unable to allow the above member to resit their practical in 6 months' time without resitting (and passing) the Autumn 2019 theory exams. We have had other members in similar positions, failing their practical exam at the end of the 5 year period, therefore the theory exams becoming invalid. We have asked those members to also resit their theory exams. However, as we now offer two theory examination windows per year, the member could sit the Autumn 2019 exams, results released 19<sup>th</sup> Dec, with practical booked Dec/Jan 2020 if they wish so. This is just over the 6 month practical examination resit period. Kelly or Laura to feedback to member please.</li> <li>2. We are sympathetic to the mis-understanding and will amend the Accreditation Document to clearly document that the practical exam</li> </ol>	KMS/LH KMS

	needs to have been passed within 5 years of the last theory examination date, not the calendar year. This should prevent this happening in the future.	
8.	<p><b>CPD</b></p> <ul style="list-style-type: none"> <li>Member NS 930 has enquired about remedial programme. Please see appendix 2</li> </ul> <p>AVS accreditation date 2016. CPD have records showing congratulatory email sent to member at time of passing practical exam which outlined CPD responsibilities.</p> <p>Member attempted to get SoR insurance however SVT unable to confirm with SoR that AVS valid. Member then contacted SVT.</p> <p>Member has now demonstrated that CPD was undertaken but fell short of one CPD point by 31<sup>st</sup> August 2018. Member has continued to perform CPD this year, even when unaware of lapsed AVS. This includes attending 2018 AGM and completing x2 recent newsletter questions. Therefore, no concern that CPD is not being done, the member just didn't upload or respond to AVS lapse alerts from CPD team sent from 1<sup>st</sup> September 2018 onwards.</p> <p>One CPD from this 2018-2019 allocation to be moved into 2017-2019 membership year, late AVS re-instatement fee of £250 to be donated to Circulation Foundation. Lapsed AVS period 1<sup>st</sup> September 2018-re-instatement date (TBC once conditions met) to be documented in CPD records and member's admin profile please.</p> <p>Member to be informed that lapse in AVS could have impacted any indemnity insurance they had within the lapsed CPD period. Member may need to inform line manager that his accreditation was lapsed this year however this is not an SVT issue. SVT cannot do this due to GDPR. SVT have the voluntary AVS register, and if member was opted in, should not have appeared on this from 1<sup>st</sup> October 2018 as valid AVS status would have removed. Hannah to inform member to opt back into voluntary register if required. This opt in function is controlled by members within their online profiles.</p> <ul style="list-style-type: none"> <li>Deleted Profile JW. Please see appendix 2.</li> </ul> <p>Member's CPD audited 2016-2017 membership year, so member's profile must have been deleted 1<sup>st</sup> November 2017 onwards.</p> <p>Member only needs to upload CPD from years 2017-2018 and 2018-2019, however is reluctant to do so until original SVT number 591 and membership start date (2010) is re-instated on SVT account. New SVT number allocated when new profile set up (1246) and education committee completely appreciate why she would want this changed back to 591.</p> <p>Heather has emailed Hannah Lines with questions to be forwarded onto Steve at Capability Cloud to see if we can resolve this and explain to the member what measures we have put in place to ensure this does not happen again.</p> <p>Ultimately should not impact employability abroad as voluntary AVS register does</p>	<p>HL</p> <p>HA</p> <p>HA</p>

	<p>not display membership length, accreditation dates etc. Heather to write up a formal document outlining what has happened and confirm AVs status etc. Heather and Dominic to both sign this on behalf of SVT.</p> <ul style="list-style-type: none"> <li>Additional CPD point (JT) for training PgC nurses out with lab. See appendix 2</li> </ul> <p>Member states training DVT nurses as part of PgC is out with normal working duties, roles and responsibilities however has been assigned two days per week to perform teaching and mentoring over a year. If so, has this been absorbed into normal vascular lab capacity/working week and therefore is considered part of normal roles and responsibilities of the job at present, or is this two additional days that the member has agreed to outside of normal work? Paid or voluntary? If paid then no to CPD. If voluntary then CPD considered. Hannah to find out a bit more before CPD can be confirmed.</p>	
9.	<p><b><u>ONLINE CPD QUESTIONS</u></b></p> <p>No issues to report. Next release date 1<sup>st</sup> August 2019</p>	
10.	<p><b><u>Trainees</u></b></p> <p>Nothing to report</p>	
11.	<p><b><u>Fundamentals Study Day</u></b></p> <p>Next set of dates TBC</p>	
12.	<p><b><u>Tutorial Study Day</u></b></p> <p>17<sup>th</sup> April (Physics) and 18<sup>th</sup> April (Tech). <b>Update from Davinder.</b></p> <p>Despite more members sitting the Spring 2019 theory exams compared to 2018, there was a significant decrease in candidates attending the 2019 tutorial study days</p> <p><b>PHYSICS TUTORIAL DAY-18 (usually 18-25 applicants)</b> 12 more members sitting the Physics exam this Spring 2019(26) compared to Spring 2018 (14).</p> <p><b>TECH TUTORIAL DAY-5 (usually 25-30 applicants).</b> 3 less members sitting Tech exam this Spring 2019 (17) compared to Spring 2020 (20)</p> <p><b>FEEDBACK FROM RYAN 23/04/19</b> 2<sup>nd</sup> year STP students felt underprepared this year. University exams 30<sup>th</sup> May and 1<sup>st</sup> June. SVT exam period 24<sup>th</sup> April-22<sup>nd</sup> May. STP students felt that prioritising revision for a 'voluntary' exam which tests to an alternative format to their mandatory university exams. However, this may mean larger amount of exam takers, and therefore tutorial session attendees in 2020. <b>QUESTION: Do we postpone 2020 Spring SVT examination window for after the</b></p>	

	<p>university exams? Or do we sit tight? Discuss at next education meeting. Heather has emailed Inteleos asking if 2020 exam dates have been decided. Inteleos have agreed to put on hold until we discuss.</p> <p>Ryan awaiting final confirmation regarding 2020 STP examination dates. Provisional period will be 18<sup>th</sup> May-5<sup>th</sup> June 2020.</p> <p>Davinder feels that slow update this year due to 2019 tutorial study day dates, pushed back to April this year at lots of people using annual leave up end of March.</p> <p>Will set 2020 dates at the mid-end of March, preferably over the next few months and will advertise the study days at the start of the membership year 1<sup>st</sup> Sept 2019 and at Nov 19 AGM. This should encourage people to book study leave/annual leave for this event. Previously the study days have been advertised after Christmas therefore we will aim to give more advance notice.</p> <p>STP graduates on education committee did not feel that delaying the Spring 2020 SVT exam dates to after the STP exams (due to finish 1<sup>st</sup> June) would be beneficial as the curriculum is very similar and the members only sit one STP paper per year. They also have the opportunity to sit the exams in the Autumn sitting. If we push back the Spring exams, the Autumn dates would need to be pushed back to Oct/Nov also.</p> <p>SVT exam candidate numbers have been increasing so seems premature to change SVT exam dates at this stage. So keep things as they are at present, wait and watch to see the trend from 2018/2019/2020 and consider change after 2020 if tutorial study day numbers remain low.</p> <p><b>2020 PLAN</b></p> <p>SVT Tutorials day mid-end March 2020</p> <p>SVT examination window April-May 2020 (aim to close SVT exam window around 12<sup>th</sup> May).</p> <p>2019 had 8 days from last SVT exam sitting to start of STP exams.</p> <p>2<sup>nd</sup> year STP exam window 18<sup>th</sup> May-5<sup>th</sup> June 2020, exact dates will not be confirmed by university until 2019-2020 academic year.</p>	<p>DV</p> <p>DV</p>
13.	<p><b><u>Surgeon's Training Day</u></b></p> <ul style="list-style-type: none"> <li>Now set for Sat 21<sup>st</sup> and Sun 22<sup>nd</sup> September in Edinburgh.</li> <li>Please see appendix 3 for approval and sign off.</li> <li>Can Dominic show appendix 3 to VS and ask for VS CPD total to be placed on advert.</li> <li>Laura has a friend who can design advert. Heather has passed on advert details. Pass onto Dominic as soon as received to advertise via VS.</li> <li>Davinder to email Heather with potential speakers. Edinburgh have enough to cover but would benefit from 1 or 2 more speakers/demonstrators.</li> <li>Charging £250 per candidate (capped at 16 attending for this year).</li> </ul>	<p>HA/DF</p> <p>HA/LH</p> <p>DV/HA</p>

	<ul style="list-style-type: none"> <li>Edinburgh do not want fee associated with use of facilities. Edinburgh Vasc Lab staff and Klaus Bond have kindly volunteered their time at the weekend to roll out study day. Travel expenses therefor kept at a minimum but will pay travel and accommodation for any speakers travelling from England. Travel expenses for patients will also be provided. Heather to discuss with Kamran.</li> <li>Siemens will provide lunch for delegates.</li> <li>Pilot study day to see if we can roll this out every year. Could everyone on the committees keep an eye out for what facilities are near them that could be used, particularly during the week, but at minimal costings. Edinburgh at the weekend may not be suitable for all but should be okay for pilot study day.</li> </ul>	HA
14	<p><b><u>Educational pathways</u></b></p> <p><b><u>Update on proposed SVT competency award</u></b>  Helena has set out documents that would be helpful when designing the course. Please see appendix 4. Hannah, Heather, Laura and Helena will form steering group for this stream.  Hannah to discuss with VNS teams, Helena/Laura with vascular associates, and Heather with diabetic and podiatry teams to see what they would want this course to look like. s</p> <p><b><u>Update on Level 6 (BSc level) conference call 13/6/19</u></b>  Helena and Sara Causely steering this stream.  National School , Academy for Healthcare Science and UWE involved.  First step is to establish a PTP Vascular Stream off already existing PTP course (cardiac, respiratory etc). This could be similar to the STP but differs in how the content is assessed, depth of knowledge etc.  However for the PTP (Vascular) course to be viable they would need approx. 25 students per year. Heads of service questionnaire indicated we could potentially have 20 students per year available to attend course.  However, once the PTP curriculum is written (and held by the National School under CVRS heading), we can start to look at building a level 6 apprenticeship. The benefit of an apprenticeship is that the funding comes from local NHS trusts rather than via HEE. This gives back more control to vascular centres as to how the training is rolled out. We can also ensure equivalence to PTP.</p> <p><b>NEXT STEP:</b> Used current cardiac PTP curriculum template to draft a Vascular PTP curriculum. Forward onto ACHS.</p> <p><b><u>Level 7 apprenticeship (Msc Level)</u></b>  Ideas in mind however efforts being concentrated on building and getting the lower platforms in place to enable career and educational progression from SVT competency certificate, to level 4 Vascular Associate, into Level 6 undergraduate degree, and then hopefully onto Level 7 Msc level.</p>	
15	AOB	

	<b>Next Meeting:</b> <b>Thursday 26<sup>th</sup> September 2019.</b> <b>12.30-16.30pm.</b> <b>IBIS Birmingham New Street &amp; Conference Centre</b> <b>21 Ladywell walk, B5 4ST</b>	
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