

SVT EDUCATION COMMITTEE

MINUTES

Friday 19th January 2018 13.00-16:00

John Gibbs, The Great Hall

St Bartholomew's Hospital, West Smithfield, London EC1A 7BE

		Chair: Naavalah Ngwa-Ndifor (NN)
ļ	Attended	Caroline Dainty (CD), Alison Dumphy (AD), Coleen Franco (CF), Heather Griffiths (HG),
		Ming Yeung (MY)

Actions	By whom
Ask Past President HD for minutes from Departmental Heads Meeting to be circulated	NN
Feedback thoughts on Vascular Surgery Course	
Edit website so CPD questions cannot be submitted unless all complete	
Respond to member about CPD	HG
AVS certificate	CF
Update accreditation document	HG/HL
Audit candidates who sat the exam	CD/MY
Respond to mat leave query	NN
Respond to candidate missing their BSc certificate	CF
Trainee competition / crossword	AB

Minutes		
1.	Apologies	
	Amy Bolsworth (AB), Asif Dilshad (ADi), Laura Haworth (LH), Davinder Virdee (DV), Sophie Harrison (SH) – mat leave, Hannah Lines (HL)	
2.	Review of previous minutes	
	No changes to previous minutes.	
3.	Update from the Executive Committee	NN
	518 members (240 AVS members) 499 ordinary 8 honorary 8 associate	
	3 special interest groups	
	Website: Member not renewing after 4 months hit payment area to pay fees or	
	account stay locked. Online CPD member can now upload reflective practice. Further IQIPS help.	
	Discussed adding previous newsletter articles to resources area. Search tool to look for member and non-member accreditation status still not live but email will be sent when done.	
	Committee agreed to retain postal/online voting and 75% is a majority vote.	
	Research committee grants – call to encourage students etc. to use travel grant though is only for travel and not accommodation.	
	AHCS website vascular scientist now on the register – free for first year.	
	Newsletter format to become newsletter webpage with interactive links and videos with a downloadable PDF – around ± 300	
	Meeting of department heads to discuss sonography career framework and how it relates to vascular science and discuss framework including level 5 and 6. Still awaiting minutes from Helen Dixon.	
	HG felt it was best that it could go the way of the STP. Ideas of a few rather than all labs. Ideally should be a wider consultation. Perhaps minutes could be circulated in newsletter. ACTION	NN
	Vascular surgery course: Other people providing courses such as Wessex and surgeons.	
	Sara Causley, Matt and NN working on this. IMPORTANT to caveat that all modalities in the curriculum should specify that patients should be referred on to us to do a full scan especially for medico-legal reasons. ACTION	NN
	Need to find out likely uptake. Concern about pressure being put on vascular lab to support these surgeons, therefore before they can register for the course they must have a vascular lab	
	agree to take them on. Also suggestion of OSFA / assessment day after 6 months and surgeon required to go scan on their own but no practical. ACTION	NN
	and sangeon required to go scan on their own but no practical. Action	1 1414

4.	Website	AD
	CPD questions: Pass mark corrected for question to 80% and only one attempt permitted. AD has pulled the data for previous CPD questions – see Appendix 1. Winter 2017 required 100% in one attempt. Spring 2017 required 100% in one attempt. Summer 2018 required 80% one attempt. Autumn 2018 required 80% on attempt.	
	To make a small change such that cannot submit if any questions are missing. Highlight empty fields. ACTION	AD
5.	CPD	HG for HG/HL
	Updated document to be reviewed by all see Appendix 2.	
	- Amend number of points for Committee membership as currently incorrect. Still awaiting the function of submitting reflective practice retrospectively rather than deleting – Steve to action.	
	- CPD can only be claimed post accreditation and date of membership/ AVS does not affect this. Currently pre-CPD will be honoured for next 2 years.	
	- Steve to also edit website so date can be added to give date of AVS. Box for total CPD and total AVS CPD.	
	CPD document can be downloaded alongside word document of clinical activity summary sheet and reflective practice sheet.	
	- Member lapsed 2016, didn't update presented with £100 fine Was unable to provide points and then lapsed into January and presented with £250 fine Remedial program provided.	
	Has done newsletter question and was also asked to upload evidence for all CPD entries in previous years, also asked for reflective practice on new ultrasound domain.	
	Member is HCPC registered radiographer with 20years of service due to retire within 2 years but does not wish to compete reflective practice and finds fee too much.	
	Committee has agreed to reduce fine to £100 but he will still need to provide evidence. HG to feedback. ACTION	HG
6.	Training	NN for AB
	AB is our new trainee rep. AB has received some queries as to when candidates would they receive their results – February. Issues to do with timings on the theory exam see Theory exam report.	

7.	Fundamentals Days	NN for ADi
	Feedback provided – see Appendix 3. CD said she received further feedback that people found it difficult to reach the venue without a car as was about 40mintues from the hospital.	7.01
8.	Tutorial Days	NN for
	No word from Tanya Bryne at Irish Institute of Clinical Measurement Science (IICMS).	
	18 th and 19 th April 2018. Lectures all covered.	
9.	Practical	
	CF to request final samples of certificate. ACTION Coleen to send blanket emails to examiners rather than trying to choose by location. ACTION	CF CF
	Idea of doing a practical examiners video rather than a refresher day. ACTION	CF
10	Update of accreditation document. NN to provide document. ACTION	HG/HL
10.	Theory Exam	NN/CD
	MY is our new Technology Theory exams officer. Sophie McDermott to be our physics exam officer when CD goes on maternity (23 rd March). Exams out in February. Exams results still taking a while to be released. Conference call meeting with Inteleos on 29 th January 2018 to discuss their 2018 proposal.	
	Audit candidates who sat exam. ACTION Issues include: - Need to clarify timing of exam 155 minutes rather than 160 minutes Special accommodations i.e. dyslexia - ID issues	CD/MY
	Important dates for next exams: SVTGBI opens candidate registration on 1 st March – 3 rd April 2018. Data file sent to Inteleos by 4 th April (if candidates are <u>not</u> registering through our portal). Pearson scheduling is 10 th April – 22 nd May 2018. Test window is 24 th April 2018 – 22 nd May 2018.	
	Item writing workshop: Hope to be done on 5 th and/or 6 th March 2018. Need to reach out to heads of service. Suggestion to reach out to Society of Radiographer item writers can give them CPD points.	

11.	A.O.B	
	Query regarding maternity leave: Has been on leave for 10-11 months has not got exercise ABPIs and has been a year since last test.	LH/ MY
	Decided that can offer maternity leave / long-term sickness but need to cap it and the amount itself can be decided on a case by case basis. Will need to provide evidence of maternity leave and why. NN to feedback. ACTION	NN
	Candidate wanting to sit practical but has lost BSc certificate. Advised to check with HR for certificate or obtain a new one. CF to feedback. ACTION	CF
	Trainee competition and crossword for Spring newsletter: ACTION	AB/NN
	Next Meetings Dates:	
	Friday:	
	13 th April 2018	
	15 th June 2018	
	21 st September 2018	