

The Association of Advanced Practice Educators (AAPE UK)
Minutes of the Committee Meeting held on Friday 14TH January 2022
Virtual platform: Microsoft Teams
9.30am -12.30

1. Welcome:

KH welcomed those present to the meeting.

2. Present:

Kathy Haigh (Chair)	KH	University of Cumbria	Kathryn.haigh@cumbria.ac.uk
Anna Jones (Deputy Chair)	AJ	Cardiff University	Jonesa23@cf.ac.uk .
Helen Wenger	HW	University of Plymouth	helen.wenger@plymouth.ac.uk
Donna McConnell	DMc	Ulster University	d.mcconnell@ulster.ac.uk
Vicky Macarthur (Co-opted member)	VM	Oxford Brookes University	vmacarthur@brookes.ac.uk
Katrina Maclaime	KMc	London South Bank University	maclaik@lsbu.ac.uk
Helen Rushforth	HR	Southampton University	her@soton.ac.uk
Jonathan Thomas	JT	Swansea University	jonathan.w.thomas@swansea.ac.uk
Rosie McCarthy (Secretary)	RM	Liverpool John Moores University	R.McCarthy@ljamu.ac.uk
Colette Henderson	CH	University of Dundee	c.m.j.henderson@dundee.ac.uk
Louise Beesley	LB	Birmingham University	L.D.Beesley@bham.ac.uk
Hilary Walsgrove	HWa	Health Education England	hw4acpdevelopment@bbtinternet.com
Clair Graham	CG	NHS Scotland Academy	clair.graham@nhs.scot
Chris Inman	CI	Birmingham City University	Chris.inman@bcu.ac.uk
Diane Reid	DR	Manchester University NHS Trust	Diane.reid4@nhs.net
Pippa Clark	PC	Midwife/Neonates Advisor	Pippa.Clark@fhft.nhs.uk

Apologies:

Deborah Slade	DS	Oxford Brookes University	daslade@brookes.ac.uk
Helen Orton	HO	University of Liverpool	h.p.orton@liverpool.ac.uk

Advisor (not in attendance):

Kerry Mills	KM	Radiographer Advisor	Kerry.Mills@uwe.ac.uk
Rob Harvey	RH	Pharmacist Advisor	rharvey@bournemouth.ac.uk

3. Approval of minutes from previous meetings:

- Minutes from the October meeting were approved.

4. Matters arising from the minutes/ actions points:

- None

5. Chair:

KH: Opened the meeting

HEE update presented by Kathy- see discussion points:

- Invitation to nominate AAPE UK rep for HEE Centre for Advancing Practice Education Assurance group (normally meetings are 1.5 hours). Helen R and Katrina were members and Katrina agreed to continue engagement with the group.
- Centre Development group has not met for quite a while with meetings being cancelled. HR suggested making contact with HEE to promote ongoing AAPE involvement as a key external stakeholder **ACTION:** HR to send email
- Kathy is scheduled to meet with Sally Gosling to discuss Credentialing project which she is leading. It is envisaged that there may be potentially 2 vacancies:
 - One with the steering group
 - One with credentialing endorsement group

ACTION: Kathy to update on allocation.

- Kathy conveyed a 'Thank You' from Bev Harden to those at AAPE who presented at HEE conference.
- Bongi and Annabella – Kenyan introduction of chair of Kenyan University, for support of International Affiliation of AAPE. Waive fees for AAPE
- Chris offered other contacts in Africa and Netherlands.
- Katrina to stay with AAPE until June 2022
- HEE conference a success – helpful to be able review videos for those unable to attend sessions
- Individuals contacting AAPE re: membership – this would be a category beyond co-opted members. Associate AAPE membership was available as Article 6 in membership section of previous constitution. **ACTION:** Katrina and Kathy to meet re: updating constitution prior to AGM in June 2022.

6. Committee membership, roles and responsibilities:

- **Recap of roles and responsibilities:**

- **AJ** will continue as Events Manager assisted by a committee including **RM, DR** and **CG**.
- **DS** will take over the treasurer role, including liaising with HEIs for membership fees and with Hallam Medical for sponsorship money
- **JT** will be the new 'membership secretary' with responsibility for maintaining membership details /list on website and communication with the membership.
- **RM** will take over the committee secretary role for minute taking at committee meetings and the AGM
- **DR, CH, and HW** have social media responsibilities, e.g.: Twitter
- **DMc** co-ordinates the nominations and online elections of members to the committee

7. Four Countries update:

➤ Wales

Provided by AJ & JT. Wales – HEIW (Health Education and Innovation Wales) and Clinical Practice group have written a Multi-Professional Clinical Development Framework, which is taking a 3 domains approach. There is concern that this is not in line with the 4 pillars adopted in other countries in the UK. WAPEN (Welsh Advanced Practice Educators Network) will meet with HEIW in February. The place of wider key stakeholders and patient involvement in developing the framework have been raised and similarly the need to consider this work in relation to HEE work, and accreditation. A Welsh Advanced Clinical Practice Multi-Professional Advisory Group has been created, in which WAPEN is included. “Vision for Wales” is an All Wales activity providing support for graduates, and a number of events are planned, incorporating the leadership, education and research pillars. International events hosted by Swansea have been arranged, and Cardiff are involved. Australian version of AAPE is keen to collaborate. **ACTION:** AJ to pursue this.

Northern Ireland

Provided by DMc. For ANP - one degree 5 pathways. Demand for further pathways. Labour intensive and expensive. Alison Leary is evaluating ANP. Opportunity to join AHP's and develop programme through collaboration. HoS wants one generic course. Framework is ANP focused. Student numbers: primary care 20 overall, mental health = 14, ED = 8, Child = 6.

Scotland

Provided by CH & CG – Development of assessment of capacity is a key current priority – to be integrated in AP programmes but, legislation only enables nurses (dentists and optometrists) to sign assessment of capacity certificates. There is recognition of three groups of staff needing this; new trainee ANPs, those on programmes and those who have qualified. Decision made to start in January with qualified ANPs undertaking stand-alone module run by NES. January 2022 next national (Scotland) newsletter to be disseminated. Lots going on re: transforming roles across Scotland and how this impacts AP and that this parity and equity.

England

In addition to that usually covered within Chair's report - Hilary Walsgrove attended from 10am to update on EPA and HEE work.

Hilary's update:

- HEE – Hilary's contract is with Academy of Healthcare Science. Hilary has been supporting Elaine Jenkins post as Elaine has taken a sabbatical. Hilary involved in 2 task and finish groups
- Accreditation – going well. Have new Accreditation lead who has previously worked in university delivering Advanced Practice MSc programme. Volume of applications has been high. Scheduling submissions to manage the workload for reviews. Some deferred due to pressures over winter.

Supported Portfolio discussion and update

- Supported Portfolio tenders took place before Christmas. E-portfolio route have been transferred to 12 contracted education providers across England who have been given a 12-month contract. These are now taking applications with lots of interest. Applicants are

allocated a university but not necessarily local. The universities have responsibility for checking all the ACP capabilities. HW had proposed a buddy system, but this has not been agreed yet.

- Hilary is seeking clarity about quality assurance processes between universities to ensure parity of approach and rigor. This is beyond the internal QA processes.
- Individuals who undertook supportive/ independent portfolio pilot are having their portfolios reviewed by the designated universities for final decision on their outcome.
- Digital/ Electronic badging is now being considered instead of a Directory for those successfully completing the e-portfolio and graduates from accredited courses. Some of the pros and cons of this approach were discussed.

PC – Midwifery – WhatsApp group now changed to email group as supportive group for MW’s. MW’s still accessing generic programmes. Alison Smith (HEE) is leading on pilot of supporting each region and for financial support of MW’s undertaking AP programmes. HEE has gone out for a HEI partner to look at capabilities. Pippa looking to return to Australia. Wants to be involved in AP.

8. Membership:

- a. Existing – plan to request membership fees again (£150) from March 2022.
- b. New - New members following HEE conference in November 2021
- c. Widening: Further requests received from Practice educators and other organisations involved in education **ACTION:** to discuss in more detail at future meeting.
- d. Communication – pre-Christmas comms evaluation

9. Finance Report:

13/01/2022			
HEE	IN	OUT	Balance
Project Money	£40,000	£29068.54	£10931.46
Project 1	£20,000	£16,726.50	£3273.50
Project 2	£20,000	£12,342.04	£7657.96
AAPE	IN	OUT	Balance
Minus project monies			£3712.42
AAPE Acc. balance			£14573.88

10. Scholarships:

Not discussed.

11. HEE ACP Project Work (HWa):

Conference - update for June 2022

- AJ to recommence the conference working group next week and then send round info to AAPE to confirm in the next 2 weeks. To contact Katrina re: Alison Leary booking if wanted.
- HEE ACP Project work
 - a. Project 1
 - Project 2

HW is continuing to provide input HEE. Project monies being used to support AAPE UK activities to increase and connect with membership and for AAPE UK representatives to contribute to HEE projects and Centre meetings.

b. Advanced Practice Apprenticeship / EPA

- ACP Apprenticeship EPA and assessors – VM continuing to organise successful meetings **ACTION:** Hilary and Vicky to meet re: update on collating EPA assessors and possible subgroup.

c. Advanced Practice Week

- Noted next years will be November 2022

d. Website

- Private members area – this is being used including accessing ACP Apprenticeship resources
- Operational/development role – need to consider how to support this beyond what Craig provides

e. Social Media

- Social media – have been using Twitter but could be more frequent. **ACTION:** All to consider comms around calendar e.g., Christmas wishes etc.

f. International Networking and International Affiliate Membership

- No update

g. Action Plan:

- Planning for Action Plan 2021-2022 – **ACTION:** – carried forward to next meeting for update

h. Elections and Committee

- Will need to review at next meeting to plan next elections.

Any other business:

- Chris – wants to survey research inclusion in programmes. Use survey to present at conference as presentation. Some data already available on this issue through HEE accreditation submissions which could be collated.

Date of next meeting:

- Friday 11th March 2022 9-12 - KH to send 'Teams' invite