

FACULTY OF SPORT AND EXERCISE MEDICINE (UK)

Minutes of the Council Meeting Held On 31 March 2009 at the Worshipful Society of Apothecaries, Apothecaries Hall, Blackfriars, Blackfriars Lane, London.

PRESENT:

Prof Charles Galasko
Dr Rod Jaques
Prof Peter Helms

PRESIDENT
VICE- PRESIDENT
HON. TREASURER

Dr Christopher Brookes
Prof Michael Cullen

College of Emergency Medicine
Chair, Specialty Advisory Committee
in SEM

Prof John Fairclough
Mr Jim Foster
Dr Richard Budgett
Dr Richard Seah
Mr Michael Allen
Dr Philip Carolan
Prof David Patterson
Group Captain David Jones

Chairman, External Affairs Committee
Lay Representative
Elected Member
FSEM Trainee Representative
Elected Member
FSEM (Ireland)
Chairman, ISEM
Defence Medical Services of the Armed
Forces
Worshipful Society of Apothecaries
Faculty of Occupational Medicine

Dr John Jenner
Dr Les Odiseng

IN ATTENDANCE:

Mrs Yvonne Gilbert

FSEM (UK)

1. APOLOGIES:

Prof Mark Batt
Dr Victor Cassar-Pullicino
Prof Angus Wallace
Prof David Sowden
Dr Thomas Beattie
Prof Stewart Hillis

PRESIDENT-ELECT
HON. SECRETARY
Royal College of Surgeons of Edinburgh
Lead Dean
Chair, Examinations Committee
Royal College of Physicians and
Surgeons of Glasgow
Royal College of Physicians of London
Elected Member
Royal College of Ophthalmologists
Royal College of Surgeons of England
Royal College of Physicians of London

Lt. Col. John Etherington
Dr Simon Till
Dr Carrie MacEwen
Dr Ian McDermott
Dr John Wilson

2. Prof Galasko welcomed Dr Philip Carolan to his first meeting of the FSEM (UK) Council. Dr Carolan had tried to join the telephone conference in February but was unable to connect from Ireland.
Prof Galasko advised Council that Dr Ian McCurdie had resigned as Chairperson of the Nominations Committee and Council.
Prof David Sowden, Lead Dean was unable to attend as he was attending a DH meeting.

3. **Minutes:** Minutes of Meeting held on 4th November 2008 were accepted as a true record. There were no matters arising from these minutes.

Minutes of the Telephone Conference meeting held on 2nd February were accepted as a true record.

Matters arising from the Minutes dated 2nd February. Prof Cullen advised that he had an update on the Australasian College of Sports Physicians (ACSP). ACSP applied to the Australian Medical Council (AMC) to have their training programme and assessment structures approved (Part 2 accreditation) and Prof Cullen was invited by the AMC to be the external (international) member of the Accreditation Team. Prof Cullen informed Council that ACSP have recently been advised that they have gained approval for six years. Prof Cullen believed that this is very good news for International Sport and Exercise Medicine. Prof Galasko congratulated him on his assignment.

4. **Matters Arising**

- a. **Newsletter:** Nothing new to report
- b. **Exercise for Life:** Nothing new to report
- c. **Relicensing and Revalidation:** Prof Galasko advised that the GMC recently brought out documents on Relicensing and revalidation. Relicensing is taking place now and Prof Galasko advised that every doctor has to have a responsible officer. The Faculty initially wrote to the GMC who responded that it was reasonable for the Faculty to appraise doctors in SEM. Prof Galasko asked Council whether we as a Faculty with a small group of people being appraised should provide a responsible officer for revalidation. We would only offer this service to Fellows and Members of the Faculty. It was suggested that we should write to the GMC asking them whether they think we should provide a responsible officer. It was thought that we should also enquire how RCPL and RCSEd are doing this. Mr Foster advised that Prof Richard Canter will be giving a report on this subject in a few weeks time. He said that he would forward a copy of the report to the Faculty.

Action: Mr Foster

Prof Galasko has a document on Functions of a responsible officer-the 1983 Act. Yvonne will email a copy of this to Council Members.

Action: Yvonne

Chief Executives of trusts have been warned that they may be held accountable and that the evidence must be robust when revalidated. It was pointed out that Chief Executives of trusts are ultimately accountable and it was wondered therefore if the President of the Faculty would be held ultimately accountable if the Faculty took on this role. This would require to be checked. Prof Helms commented that this could be procedural and wondered if there would be extra funding to support the Faculty in this task. Prof Galasko advised that there may be some central funding for a responsible officer. Recertification is to be carried out by the relevant Royal College and they will charge a fee therefore SEM doctors would probably have to come through the Faculty. It was felt that it will be a huge difficulty to decide how this would be assessed.

Prof Galasko asked Dr Jaques for his view on whether the Faculty should provide appraisal for doctors undertaking SEM who are not Fellows or Members of the Faculty. Dr Jaques said that he felt that the entry criteria should be that the person being appraised should be a Fellow or Member of the Faculty. We have one doctor on our books who undertook his first appraisal before we became a Faculty it was decided that this doctor should be written to and advised of the position and he should thereafter submit his application for Fellowship/Membership by election of the Faculty.

Action: Dr Jaques

The Faculty initially wrote to the GMC who responded that it was reasonable for us to appraise doctors in SEM.

- d. **Safety in Football:** Prof Hillis was unable to attend the meeting as he was with the Scottish Football Team, however, he has sent in a report which is tabled on Temporary Substitutions for Bleeding Injuries in Football.
- e. **Role of the Specialist in SEM:** Prof Galasko advised that Prof Batt has produced a document on the Role of the Specialist in SEM; however, we still need model job descriptions. Dr Seah has said that he will speak to a colleague who is presently putting together a Job Description and a Job Plan. Ideally we would require 2/3 different models showing that these are potential job descriptions and job plans from the Faculty.

Action: Dr Seah

- f. **Undergraduate Committee:** Nothing further to report.
- g. **Professional Code:** Prof Fairclough has sent a draft document to Council Members. He felt that the possible major areas of problem are with children and also with individuals in SEM who hold a contract with a club and act as a covering physician with a patient. The difficulty is confidentiality with two problems.

- i. Someone who is injured and cannot compete and the club manager want the details and the doctor cannot release details without the players consent.

- ii. Prof Fairclough advised that no one is prepared to give advice to team doctors when a member of the team has admitted to taking a banned substance. Is it a breach of duty if the doctor does not inform the club – what about his/her medical indemnity? Indemnifiers' state that it is difficult to give advice on this subject but agree that doctors cannot break confidentiality. GMC guidelines state that one can be struck off for breaking patient confidentiality. Prof Galasko suggested putting these comments together in a letter to the GMC seeking their written advice the GMC response can be added to the Professional Code document.

Action: Prof Fairclough

Prof Helms asked Prof Fairclough if the Royal College of Paediatrics and Child health could have sight of this document for comment. Prof Fairclough agreed to forward it to Prof Helms to send to the appropriate person at RCPCH.

Action: Prof Fairclough

- h. **ECOSEP:** ECOSEP have asked to send a representative to the Faculty Council Meetings it was felt that this would be acceptable but that they would not become a member of Council. The next ECOSEP meeting is in London in September 2010 and they have asked the Faculty to contribute. It was wondered whether this could be linked to the Faculty Ceremony in

September but the Faculty will be holding their 2010 Ceremony in Edinburgh.

- i. **Untoward Incident Report:** There have been a number of Untoward Incidents reported and it was debated how best to communicate this information to our Fellows and Members. The reports would obviously require being depersonalised and comments would require to be added as to how to overcome the incidents. It was suggested that they could be sent out similar to a document called "Coress Feedback". It was felt that the information should be fed back to Fellows and Members as a learning experience. This would require some work and would be sent out electronically to Fellows and Members.

Action: Dr Jaques

- j. **Dance/Performing Arts:** Prof Galasko advised that Dance have got their act together and a lot of SEM doctors will be looking after major dance artists. The Performing Arts have also declared interest. Dr Till submitted a report on the Performing Arts advising that it is a frustrating area. Dr Seah said that he might be able to give some information on this but would need to know what Dr Till is looking for.

Action: Dr Till/Dr Seah

- k. **Clinical Oversight List:** It had been thought that the Faculty could put together a database of doctors with particular specialty interests such as "Tennis Elbow". An email was sent to Fellows and Members to gather this information however the response was poor and the information sporadic therefore it has been decided not to continue with the database.
- l. **BSSR/FSEM Olympic fellowship:** The Royal College of Radiologists have approved this with the request that their logo be included. Council agreed this it was hopeful that the FSEM Coat of Arms would be finalised and this would also be used.

5. **PRESIDENTS REPORT:**

- A. **Strategic Plan:** There is due to be a change in Council in September to the new format where RCPL and RCSEd would retain their Council representatives but other Colleges and Faculties representatives would go off Council and we would have an Advisory Board. At the Strategic Meeting it was felt that the hardest working people on our Council were some of the College representatives rather than some of the elected members. Therefore, it was decided not to continue with the Advisory Board at this stage but keep the College representatives on Council. It was felt that we should not slow the process of increasing the numbers of elected members even though it would make for a large Council. Prof Helms suggested that the key officers have an elected member of Council shadow them. The key officers would require meeting more frequently and this could probably be done by telephone conferencing. Mr Foster advised that Trustees should include the two elected members of the parent colleges. Dr Jaques commented that elected members should attend Council Meetings and suggested that if they miss two meetings in a row the President should write to them asking them why. Mr Foster advised that RCSEd ask their Council Members to submit a suitable explanation if they miss two consecutive Council Meetings.

Action: Prof Galasko

Working Group Strategy: Prof Galasko said that he would take the first name from each group at the Strategic Meeting to be the Chairperson for that group. The Chairperson should submit a report from their group for the next Council meeting on 19th May.

Action: Strategic Planning Chairpersons

- B. Newsletter:** Committee Chairpersons are requested to make sure that they have their Committee Report for the Annual Newsletter submitted by 31st August 2009 as the Newsletter will go out to Fellows/Members etc by the end of September. The Council photograph will be taken at the annual ceremony and this will be the last addition to the newsletter before it is sent to the printers for publication.
- C. Associate Membership:** Prof Galasko asked whether the Faculty should have Associate and Affiliate Membership. Presently registrars can become Associate Members before they sit the Diploma Exam. Should we open Associate Membership to doctors who do some SEM but do not have enough experience to become members? It was asked what these doctors would get out of becoming Associate Members of the Faculty. Should this be offered to:
- i. **Medical and Dental people** - Agreed yes.
 - ii. **Others** - Agreed not at this stage.

It was felt that RCSEd would not be against this if the criteria is absolutely clear. Prof Galasko has said that he will put something together to take to the AGM.

Action: Prof Galasko

- D. Article 14/PMETB:** Prof Galasko advised that he will be at a meeting later today with DH to take this forward. There are now four known doctors who have gained entry onto the Specialist Register through Article 14. There has been a 5th doctor reported to have gained specialist recognition but no details have been received as yet. Prof Cullen advised Council that recommendations for Article 14 applications are submitted from JRCPTB however PMETB are not obligated to accept their recommendations and they can be overturned without giving a reason. Some of these applications were given negative recommendations by JRCPTB but the decisions were overturned by PMETB.
- E. World Sports Trauma Congress 2012/ICSEMIS 2012 Conference:** Prof Galasko reported that there are to be two Conferences held in the UK in 2012 prior to the Olympic Games. Prof Galasko has written to Roger Hackney and Dr Hackney has responded asking whether the Faculty would put on a half day Conference at the WSTC. The second International Convention on Science, Education and Medicine in Sport being held the week before the Olympic Games have also written to the Faculty asking us to put on a half day meeting. It was agreed that we should do so.
- F. Chairmanship of Committees:** Regarding the resignation of Dr McCurdie from the Nominations Committee Prof Galasko advised Council Members that although Council would like Chairpersons to be members of Council the Faculty sometimes needed the expertise of Fellows or Members who have not been elected onto Council, a classic example being the Examinations Committee. The way forward is that elected members should be vice-Chairpersons to work with the Chairman of Committees. It was felt that it would not be necessary for a seconded Chairperson to attend all Council Meetings. Prof Galasko asked whether the Chair of the Nominations Committee would be required to come to all Council Meetings or would twice a year be sufficient.

The Faculty are required to define how they would look at Chairs of Committees. Mr Foster advised that the Chairperson could be invited to attend meetings only if the Agenda requires it and they would be a non-voting attendee. It was agreed that the position should be offered to the most appropriate person unless an elected member is available.

- G. Questionnaires:** Prof Galasko advised that the response to questionnaires sent out by the Faculty is very disappointing and asked how the Faculty can get Fellows and Members to take the questionnaires seriously. It was suggested that the Faculty may get a better response if they sent out a paper questionnaire. Also suggested was online questionnaires which, it was felt, are a much easier tick box option.
- H. BMA-CCSC Committee:** Dr Ian Beasley attending this meeting on behalf of the Faculty and submitted a report.
- I. Fitness Industry Association:** Dr Niall Elliott is our representative on FIA. Dr John Etherington is our representative on the Fitness Referral Group.
- J. Norwich Union Healthcare:** The Faculty had received a letter from NU Healthcare which has been circulated as Paper 3. Prof Galasko asked for suggestions on how the Faculty should respond to it. It was felt that the Faculty should respond to the letter but that we should advise that the names of our Fellows are already listed on our website.

Action: Prof Galasko

- K. BMA Guidelines:** The BMA have produced a document "An Information Resource for Doctors Providing Medical Care at Sporting Events". The Faculty were not invited to be part of this document. Dr Seah said that they had not mentioned anything about the REMO Course in the document reference had been made to the ATLS courses but nothing on REMO. The Faculty had been referred to in the document but not invited to comment. It was felt that the Faculty should write to the BMA advising that if they were to produce future documents we would like them to consult with us.

Action: Prof Galasko

- L. IRIDE Project:** This was a document sent from the Italian Culture of Sport Association looking to update some administrative information. However we have now past their deadline.
- M. Diploma Day/Dinner 2009:** Prof Galasko reported that it is proving to be much more expensive holding the Diploma Day in London. Prof Galasko asked Council Members if they agreed that he should write to the Princess Royal inviting her as a guest to the Faculty Dinner. It was thought that this was an excellent idea and if we could tie it in with the unveiling of the Coat of Arms this would give her an excellent reason for attending. Mr Foster said that it would also give the Lord Lyon a reason to proceed with the Coat of Arms speedily. Prof Galasko asked Council Members for suggestions regarding Honorary Fellows for 2009 he thought there should be one or two this year.

Action: All Council Members

- N. European Working Time Directive:** It was felt that this does not affect the Faculty.
- O. Lindsay Stewarts Sports Fellowship:** The Lindsay Stewarts Sports Fellowship is run by the Royal College of Surgeons of Edinburgh and was last awarded in 2004. RCSEd have asked whether the Faculty would like to be involved in awarding this Fellowship. Mr Foster advised that this is Lindsay

Stewart of Ethicon and said that it would be of value to the Faculty to be involved in the future.

Action: Prof Galasko

Prof Galasko advised that the Faculty need to meet with Directors of Public Health rather than writing. He requested Council Members to speak directly to Directors of Public Health in their PCT putting forward the message of why SEM is important to help achieve consultant posts.

Action: All Council Members

P. Subspecialty Training: Prof Galasko advised that the Faculty had received a letter from a doctor enquiring about subspecialty training / special interest recognition alongside Emergency Medicine specialty training and asked if this is something the Faculty would be interested in. Prof Galasko advised that if we were to consider this we would require to set criteria for sub specialty interest. Council felt that there would be legal implications. Prof Cullen advised that there is no capacity within the current training programme. It was felt that those interested could sit the Diploma in SEM and become members of the Faculty.

Action: Professor Galasko

6. Appraisal and Appeals Committee Report: Prof Galasko advised of the Appraiser discussed at the meeting of 2nd February who had not returned appraisal documents even after numerous requests. The Appraiser finally returned the documents with a letter of apology and advised of personal difficulties he was undergoing at that time. It had previously been agreed that his name should be removed from the list of Appraisers and the list of Examiners. It was agreed today that due to extenuating circumstances his name can be reinstated on both lists.

Action: Yvonne

Prof Galasko suggested that Dr Jaques should become the Vice-Chairperson of the Appraisal Committee and that there should be a third member on this committee. Ideally it should be someone who has attended the FSEM Appraisal Course and/or undertaken an FSEM Appraisal. Over the past four years this task was carried out by a doctor who has advised the Faculty that he has never attended appraiser training and he has not had an FSEM appraisal. Prof Galasko will write to the doctor to ask if he wishes to continue on the Appraisal Committee and if he is willing to attend appraiser training etc.

Action: Prof Galasko

It was agreed that the final appraisal documents should be sent to all members of the Appraisal Committee and can be signed off by any of the Committee members. Dr Jaques asked Yvonne to send him a list of current appraisers with a view to selecting a 3rd member of this committee.

Action: Yvonne

7. Hon. Secretary's Report: Dr Pullicino submitted a written report.

8. Education Committee Report: Prof Hillis submitted a written report.

9. Examination Committee Report: Dr Beattie submitted a written report.

Prof Galasko discussed the requirements of the examination as submitted in the syllabus. Currently the syllabus requests an applicant to have two years post registration training but Prof Galasko suggested that this be altered to three years

post registration training bringing the regulations into line with registrars who sit the exam at ST4. This was agreed.

Action: Yvonne/RCSEd Information Section

Prof Galasko also discussed the question raised at the last meeting that applicants for the Diploma Exam should be informed about BASEM. It was felt that BASEM should supply a short information statement/paragraph advising that BASEM is the professional body. This could be added to the information pack but it is not suitable to include application and direct debit forms. Yvonne is to contact BASEM for an information statement to be included in the examination pack.

Action: Yvonne/RCSEd Information Section

Lengthy discussion took place about whether there should be two separate exams (a) for registrars and (b) others. Prof Galasko advised that the Faculty do not have the funding to run two separate exams. It was also deemed that two exams are not necessary. The Diploma Exam is not an exit exam, it was set as a pitchside and team doctors' exam and is to be taken at the appropriate time for registrars to progress in this area. The Diploma is an assessment that registrars must pass before ST5/6 confirming they have the background experience to work with sports clubs etc.

The Faculty agree the Funding of Dr Hettie Till to work with the Examination Committee.

Action: Dr Beattie

10. External Affairs Committee Report: Prof Fairclough has already discussed his report.

11. Finance Committee Report:

Maternity Leave: There has been a request from a member of the Faculty to reduce her subscription fee during her maternity leave. The Faculty took advice from RCSEd and have agreed that a 50% reduction during maternity leave would be acceptable on receipt of the appropriate MATB1 form. It was also agreed that this would stand for anyone due to undertake an annual Faculty Appraisal this would be put back on Maternity Leave.

12. Nominations Committee Report: Membership by election was discussed at length. Mr Foster gave advice that if the criteria for membership was set as membership by examination then if the Members did not pay their annual subscription fee the Faculty would not be able to take away their status as they had received this by sitting the examination, however, if membership is set by election those who have not paid their annual fee can be taken off the membership list and they would no longer be entitled to use the designation after their name. Fellowship by election is for the contribution a person has made to SEM, if they have made significant contributions and have sufficient background experience in SEM they would be eligible for fellowship by election.

It was agreed that the requirements for Membership by election would be the equivalent of 2 years registrar training in SEM plus passing the Diploma Examination. It was also noted that from 2010 other diploma examinations would no longer be recognised as equivalent for Membership by election or CESR applications.

13. Training Committee Report: Prof Cullen has submitted three papers with the Agenda. He advised that JRCPTB have collated the lack of future job plans and the CESR process. In 2010 there will be a major rewriting of the curriculum and there is to be a meeting with JRCPTB to see how to mesh the generic training curriculum into our own curriculum. Paper 8 with the Agenda is the minutes of the SAC meeting held on Tuesday 10th February confirming that Scotland will commence funding for two trainees in the West of Scotland in August. SAC have also approved a programme from Wales for August. There is additional funding for England for 5 NTN's per SHA making 50 additional training posts. Prof Cullen said that he is hoping that they will not all come through in 2009 as the SAC have to scrutinise each one before they go to PMETB and this would be impossible. He hopes that some will commence in February 2010. Prof Cullen commented that 50 additional training numbers is a challenge especially as not all available London posts have been filled. If they were not all taken up it would make more sense to use some of the funding for top-up training. Oxford has indicated that they would wish to recruit additional trainees as have Trent and South Yorkshire. This makes the meetings with DH more urgent. There is a need for some movement on the job front. Prof Cullen advised that he will be observing at one of the PMETB meetings and he will hopefully get some insight into the running of their programmes.

14. Report from the Lead Dean: No report received.

15. Report from the Irish Faculty: Dr Carolan reported that currently there is no funding for Higher Specialist Training in SEM in Ireland. There are now three separate training registers. Dr Carolan said that the Medical Council are trying to force issues to get a training programme into place. The Irish Faculty will be holding their Scientific Conference on 17/18 September this year and the programme will include the child and adolescent problem of obesity. Speakers include Prof Moira O'Brien and Prof Nicola Maffulli. Dr Carolan advised that the Irish Faculty are experiencing problems with regard to attendance at Board Meetings.

16. Trainees Report: Come August this year 6 trainees will complete top-up training for an accelerated CESR. The first CCST's will be in 2011. Dr Seah reported that he had only managed to arrange taster courses for foundation doctors in London. He had not had a good response from outside London.

17. Any Other Business:

- i. Regional Structure. The Faculty needs regional representatives. Fellows and Members will be advised that a representative in each region needs to be identified and that nominations are being sought.
- ii. Indemnity and Ethics. The Faculty recently received a letter from a Fellow of the Faculty who is a team doctor for a Welsh Rugby Team. He was insured by the MDU but they refused to cover him on a planned trip to the USA and Canada. He resolved the matter by changing his insurance cover from MDU to MDDUS.

- iii. Prof Galasko asked Council whether we, as a Faculty, should put on a half day meeting on Indemnity requesting speakers from the MPS, MDU & MDDUS as well as the GMC. Dr Jaques and Prof Fairclough will look into the feasibility of this.

Action: Dr Jaques/Prof Fairclough

18. The Next Council Meeting will be held on 19th May at the Society of Apothecaries. This will be followed by the FSEM Diploma Examination also held at the Apothecaries on 20th May 2009