

## FACULTY OF SPORT AND EXERCISE MEDICINE (UK)

Minutes of the Council Meeting Held at 2.00pm on 19<sup>th</sup> November 2009 in the G B Ong Room, The Royal College of Surgeons of Edinburgh

### PRESENT:

Prof Mark Batt  
Dr Rod Jaques  
Mr Jim Foster  
Prof John Fairclough  
Prof David Patterson  
Dr Douglas Justins  
Dr Stuart Cook  
Dr John Jenner  
Dr Thomas Beattie  
Dr Jane Dunbar  
Dr Simon Till  
Mr Michael Allen  
Dr Tom Crisp  
Dr Simon Kemp  
Dr Nick Webborn

PRESIDENT  
VICE- PRESIDENT  
Lay Representative  
Chairman, External Affairs Committee  
Chairman, ISEM  
Royal College of Anaesthetists  
Royal College of Ophthalmologists  
Worshipful Society of Apothecaries  
Chair, Examinations Committee  
Elected Member  
Elected Member  
Elected Member  
Elected Member  
Elected Member  
Elected Member

### In Attendance by Telephone Conference

Prof Charles Galasko  
Prof Michael Cullen

IMMEDIATE PAST PRESIDENT  
Chairman, Specialty Advisory Committee  
in SEM

### IN ATTENDANCE:

Mrs Yvonne Gilbert

FSEM (UK)

### 1. APOLOGIES

Prof Peter Helms  
Dr Victor Cassar-Pullicino  
Prof David Sowden  
Dr Andy Wakeman  
Prof Angus Wallace  
Lt. Col. John Etherington  
Dr Richard Seah  
Dr Philip Carolan  
Dr Ian McDermott  
Prof Leo Stassen  
Prof Stewart Hillis  
Dr Charlotte Cowie  
Dr Richard Budgett

HON. TREASURER  
HON. SECRETARY  
Lead Dean  
Faculty of Public Health  
Royal College of Surgeons of Edinburgh  
Royal College of Physicians of London  
FSEM Trainee Representative  
FSEM (Ireland)  
Royal College of Surgeons of England  
Faculty of Dental Surgery, RCS England  
Chairman, Education Committee  
Chairman, Nominations Committee  
Elected Member

2. **Welcome:** Prof Batt welcomed everyone to the meeting with a special welcome to Dr Douglas Justins who has joined Council as representative for the Royal College of Anaesthetists.

Prof Batt advised Council that Prof George Youngson from RCSEd will join the meeting to advise on Revalidation and the role of the Responsible Officer.

3. Minutes of Meeting held on 10<sup>th</sup> September 2009 were accepted as a true record.

#### 4. Matters Arising:

- a. Bauerfeind have funded the Faculty with a Travel Fellowship of £2000.00 for each of the next three years. It was discussed whether it should be split awarding £1000.00 to two candidates or kept as £2000.00 for one candidate. Applications for the grant will be open to year 5/6 trainees and their work should be publishable. There is also the opportunity for some trainees to visit the Bauerfeind Academy in Germany and this could be offered to runner up candidates. It was agreed that it should be granted as £2000.00 to one candidate. It was also agreed that Prof Cullen Chair of the Faculty SAC and Prof Hillis Chair of the Faculty Education Committee should look at the Bauerfeind applications. The award will be presented at the Faculty's September Ceremony.

**Action by 7/12/09: Preparation of information on Travelling Fellowship for Website. Profs Cullen and Hillis**

- b. Deputy Treasurer: Jim Foster has agreed to shadow Peter Helms with a view to taking over the running of our finances. Prof Batt said that the Faculty are very grateful to Mr Foster for agreeing to do this and asked if any member of Council were willing to help with this please advise Prof Helms.
- c. ISEM: Prof Batt advised that in the Memorandum of Understanding drawn up between FSEM and ISEM in 2007 it was arranged that although the contract was agreed for a five years that it should be reconsidered at three years (Jan 2010). Prof Patterson produced a report on the current activities of ISEM. Prof Patterson asked whether three people from each group should get together to discuss the future of the ISEM/FSEM research arm.

In order for there to be a review the Faculty need to consider a written report for the past three years and what is planned for the final two years. Prof Patterson has been asked to submit a report to both ISEM and FSEM to consider the future of the agreement.

When re-doing the Memorandum of Understanding the Faculty would like a range of partnerships to be brought to the table rather than one discreet entity.

Dr Simon Till asked if it would be possible to see a blueprint (as used for Wrightington) that he could take to Sheffield.

**Action: Prof Patterson to provide a written report by 18/01/10**

#### 5. Matters for Discussion:

- a. Revalidation: Prof George Youngson to address FSEM Council
- b. CPD: The Faculty have been receiving enquiries regarding accrediting CPD for SEM Courses which they presently defer to RCSEd. It was discussed and agreed that the Faculty should put a process in place for accrediting CPD to SEM Courses with an appropriate fee structure. The Faculty Office will accredit the courses and Prof Stewart Hillis Chair of the Education Committee will be available for advice on education content of courses.

**Prof Batt, Prof Hillis and Yvonne to put together documents to be available for circulation to council by 18/01/10**

- c. Regional Elections: The elections papers have been received and Prof Galasko will write to Regional Representatives and deputies to advise the results. They will also be given a copy of the job description so they are aware of their roles.
- d. Associate/Affiliate Membership was discussed again. Presently the Faculty have an Associate Member category for HST SEM trainees who pay £10.00 per annum to the Faculty and receive the same benefit as Members. Once they pass the Diploma exam in SEM they apply for Membership of the Faculty and will pay the full Membership fee. It was felt that the Faculty should be inclusive and that they should consider another category (Affiliates) for groups such as BIMM/Radiologists etc. It was advised that the Affiliate Members would not have/use post-nominals. Prof Batt asked for the Nominations Committee to work this through and bring a resolution back to Council.

**Action: S. Till, M. Allen and C. Cowie - to produce requirements for Affiliate Membership to the Faculty by 18/01/10**

- e. Cost of holding SEM exam in London: It was agreed that Dr Jenner would meet with the appropriate people in the Apothecaries to discuss future costs of hiring their facilities to run the SEM Diploma Exam.

**Action: Dr John Jenner by 18/01/10**

Dr Tom Beattie gave a short report regarding the SEM Diploma exam and tabled a more detailed report prior to leaving the meeting to set the scenarios for the exam being held tomorrow.

- f. BMJ Article on Ethics in Sport: Prof Batt advised that a letter has been drafted to be sent to the Editor of the BMJ in response to their article Ethics in Sport. The Faculty's Professional Code is presently with the lawyers and is thus unfortunately not yet ready to be published on our website. Once finalised Prof Batt will write to the Australasian, Canadian and American Societies of SEM inviting them to adopt our professional code document.

**Action: Prof Batt – on receipt of final version of Professional Code**

There were some comments from members of Council regarding certain points in the Professional Code and Prof Batt asked that if any Council Member had constructive comments they should email them or forward previous emails to Prof John Fairclough immediately.

- g. National Physical Activity Strategy; There was an email from Mr Paul Cosford (RDPH East of England) which was circulated with the Agenda. Prof Batt will reply to Mr Paul Cosford advising that we are interested in working with them (NHS clinicians and physical activity) and that this will be taken up by our East of England representative.

**Action: Prof Batt**

- h. National Student FSEM Conference: Prof Batt said that the National Student FSEM Society should be SEM for undergraduates. He will write

to Christopher Pritchard advising that we are supportive of this group and that we encourage their activities – they have a national conference planned for March 2010

**Action: Prof Batt**

- i. Exercise for Life: A paper on Exercise for life was forwarded to Council. The next meeting of this group is on 8<sup>th</sup> December. We will look at the next step for this group. The Faculty maybe part of a group who will write a position statement clearly indentifying the role of the medical profession in exercise, health and wellbeing.

Prof Charles Galasko joined the meeting by telephone Conference.

- j. Vetting and Barring Scheme guidance was sent to council with the agenda. This is a paper from the government which is of interest to those of us who work with young people and vulnerable adults. It sets out proposed changes to process and the legal framework.
- k. NHSI Delivering Quality & Value focus on Musculoskeletal Interface Services: Council expressed their disappointment in this document and the fact that SEM was not mentioned. Prof Batt has written to Bernard Crump, CE of NHSI, expressing the Faculty's disappointment.

Prof George Youngson joined the meeting and answered some queries that the Council Members had regarding Revalidation and Responsible Officers. 'Enhanced appraisal' will be the foundation through which revalidation will take place, it will be summative. He advised that there had been an inconsistency of quality in the past and that there will be a new enhanced appraisal process including MSF, outcome measures, CPD-PDP etc.

Doctors will need to know how to revalidate, including –

- what constitutes standards and who sets them: 'good & Bad' practice is likely to be based upon the 4 domains of Good Medical Practice with 3 stems, thus 12 attributes.
- what constitutes CPD
- multi source feedback

The processes for these at present are unclear. Furthermore, some issues were discussed:

Q. Where will our Faculty go for a responsible Officer?

A. The Academy is collecting examples of doctors who may have difficulties with revalidation: 'orphan specialties'. Some mechanism is required for some doctors with portfolio jobs to re-licence and this faculty may have a role to play. This should be flagged up with Peter Furness, President, Royal College of Pathologists. FSEM do have an appraisal process and do need a Responsible Officer: this is logged with the GMC but should also be logged with the Academy. A Responsible Officer will be required for trainees – it is not part of the proposal that it will be Deans.

Q. What about remedial action?

A. At present unresolved – remediation for 'failing' Drs may be via the National Clinical Assessment Service (NCAS).

Q. Fees and Charges

A. Unresolved

- Legal aspects, appeal mediation may go to a second Responsible Officer.

**Action: Dr Jaques: to consider FSEM approach to standards – Good & Bad practice**

**SAC and CESR Report:** Prof Cullen had forwarded a report and Minutes of the last SAC meeting to Council. He advised that there is potential danger to training monies and that he is hoping that the current tranche of DH training funding made available within the current financial year can be carried over. The 2009 recruiting was not positive and he is waiting to see if the funding can be carried over to 2010. Prof Batt said that he is very aware of this and that he is working with Judy Jones/David Sowden to try and do this. He asked if Prof Cullen could attend the meeting in the New Year as he felt this would be most helpful.

Prof Cullen advised that he will be meeting with PMETB on 1<sup>st</sup> December to hopefully approve the new curriculum. Prof Batt thanked Prof Cullen for steering this significant piece of work.

Dr Crisp asked if it would be possible to get a list of doctors on the Specialist Register. It was agreed that Dr Crisp would write to the GMC requesting a list of people on the Specialist Register in SEM.

**Action: Dr Crisp**

## 6. Matters for Information:

- a. Dr Cowie had forwarded paper 9 which updated the criteria for Membership and Fellowship of the Faculty by election. It was agreed that where it said that Membership of BASEM for “**necessary**” for Membership of the Faculty that this should be changed to “**preferable**”. Applicants should have obtained the Faculty Diploma or MSc in SEM and should have had two years full time in SEM practice or equivalent. A minimum 4/5 years training following graduation in regular SEM practice.

Fellowship applicants should have completed a diploma – take the 1<sup>st</sup> line of the Membership criteria and add it to the Fellowship criteria.

Affiliate Fellowship: May not have the diploma but must have significant experience in SEM.

**Action: Drs Cowie, Allen and Dr Till to revise criteria**

When this information is finalised it will have to be presented at an AGM or EGM. Every Fellow and Member will require to be notified 3 months in advance of a General Meeting.

- b. Prof Batt welcomed Dr Douglas Justins again and said that the Faculty welcome working with the Royal College of Anaesthetists.
- c. Prof Batt advised Council Member that he holds a telephone conference meeting most Wednesday mornings at 8.15am (with Yvonne, Dr Jaques & Prof Helms). Council members were encouraged to join this call if they have any matters they wish to discuss: they should contact Yvonne for

information on how to join in the conference call and give her details to be added to the Agenda.

**7. Any Other Business:**

- Coat of Arms: Mr Foster advised that the Faculty had received a “Letter Patent” from the Lord Lyon. He circulated a sketch of the Coat of Arms advising that the background would be azure blue and the symbols would be gold. If Council are happy with this he will take our agreement back to the Lord Lyon and get him to sign and finalise. It was discussed again whether the motto should be in Latin or English. This question had previously been put to all Fellows and Members of the Faculty and the majority had shown preference for the motto to be in English. It was agreed that Council are happy with the Coat of Arms and that the motto would be in English.

**Immediate Action by Mr Jim Foster**

- ACCEA: Prof Batt advised that we need Council members to write citations on a yearly basis on behalf of the Faculty for those making an application to ACCEA. Those applying in a given year at national level should not write citations for others who are also applying at national level. With this in mind Prof Batt has asked Prof Helms and Prof Galasko to write the citations for this current year. Prof Galasko has advised that individuals applying must send details of their application to the Faculty (with a CV) so that they know exactly what the applicant has stated, so that the Faculty are able to support them in their citation. The application is in e-format and has already been sent out to Fellows and Members. We have heard of 2/3 individuals who are applying.
- FSEM/BASEM Education Collaboration: There was concern over the Memorandum of Understanding which indicated that BASEM would take on the role of Education in its entirety. The document has been altered with tracked changes and submitted to Council. It has been agreed rather than a full merger of the educational committees there should be joint educational working between the two groups.

The Faculty will continue to take responsibility for its Education: Appraisal, Revalidation, CPD accreditation etc, and SEM undergraduate education. BASEM-FSEM will be looking together at postgraduate education and other CPD activities. FSEM is now happy with the current proposal which we hope will be agreed by BASEM. Dr Tom Crisp has agreed to take this proposal back to the BASEM meeting on 9<sup>th</sup> December 2009.

**Action: Dr Tom Crisp**

- FSEM Standing Orders
- FSEM Specialty Advisor to Consultant Posts: Ideally NHS posts will need a SEM consultant with NHS experience, likewise if in the Military we would need a consultant with Military experience and EIS with EIS experience, where possible. Prof Galasko said that if the post is in SEM we should approach the SEM committee. Dr Till said that he would write to Dr John Etherington regarding this, as RCP provides a coordinating role for Specialty advisors. We would require placing something on the Faculty

website advising that the Faculty can provide a specialty advisor for Consultant post interviews.

**Action: Dr Simon Till by 18/01/10**

- Communication Director/Publicity Person to be added to Agenda for February Council Meeting.

It was suggested having an official launch of our Professional Code document.

**Action Agenda Item for 1<sup>st</sup> February 2010: Yvonne**