

Education Committee

Agenda for the meeting to be held on Tuesday November 15 November 2022 via Teams

1.	Welcome and Apologies for absence	
2.	Declarations of interest	
3.	Education Committee Minutes a) Minutes of meeting held on 13 September 2022	Paper Attached
4.	Matters arising	
5.	Education Department update	Oral Report
6.	Primary Qualifications Sub-Committee (PQSC) Minutes of October 2022 meeting	Paper Attached
7.	Pretoria visitation	Paper Attached
8.	EMS database spec	Paper Attached
9.	Future EMS rollout plan	Oral Report
10.	VetGDP a. Update from the VetGDP subcommittee – minutes from the meeting on the 22 September 2022	Paper Attached
11.	CPD a. Update from the CPD Policy and Compliance subcommittee – minutes from the meeting on the 27 October 2022	Paper Attached
12.	CertAVP a. Update from the CertAVP subcommittee – minutes from the meeting on the 27 September 2022	Paper Attached
13.	Discussion on new awards Education awards – EMS provider award (RCVS oversight or student led), VetGDP award.	Oral report
14.	Fellowship subcommittee minutes Minutes from the meeting held on 12 September 2022	Paper Attached

15.	Risk register a) Items to add to the Risk Register	Paper Attached
16.	AOB	
17.	Date of next meeting	February 2023

Britta Crawford
Committee Secretary
November 2022
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020 7202 0777

Education Committee membership

Dr Abbie Calow

Dr Niall Connell

Ms Linda Ford

Mrs Susan Howarth

Professor Tim Parkin – also Chair of Specialist Recognition Subcommittee

Dr Kate Richards (Chair)

Professor Chris Proudman

Professor Stuart Reid

Professor Susan Rhind

Student Members:

Ms Anna Bradbury

Ms Kate Dakin

Operations Board member as observer: Mrs Susan (Sue) Paterson (all chair of VetGDP subcommittee)

Chairs of Education Subcommittees:

Dr Melissa Donald, CertAVP

Dr Joanne Dyer, PQSC and EMS co-ordinators Liaison Group

Professor Nigel Gibbens, Accreditation Review Group

Professor Stephen May, Panel of Assessors for Advanced Practitioner Status

Full terms of reference agreed by Council June 2015

1. The Education Committee shall set the policy for undergraduate and postgraduate education and training of veterinary surgeons and determine the requirements for those seeking registration, for the award of qualifications under the Charter, for continuing professional development, and for recognition as RCVS Advanced Practitioner and RCVS Specialist.
2. The Committee shall develop and keep under review education and training requirements for registration, and in particular shall:
 - define "day 1 competences" and advise on the content of the veterinary undergraduate curriculum;
 - oversee the approval process and ongoing monitoring of veterinary degrees and international recognition agreements, considering sub-committee reports on appointment of visitors, visitation reports, follow-up reports and annual monitoring reports from veterinary schools, sub-committee reports on overseas degrees from other accrediting bodies, and sub-committee reports on operation of the statutory membership examination;
 - make decisions on recognition of registrable veterinary degrees;
 - make recommendations to Council on the regulations governing the statutory membership examination and on the regulations governing practice by students.
3. The Committee shall develop and keep under review policy for continuing professional development, revalidation and postgraduate training and qualifications, and in particular shall:
 - define "year 1 competences" and monitor the postgraduate development phase;
 - set the requirements for and monitor continuing professional development within the profession;
 - develop and maintain a framework of College postgraduate awards, receiving reports from sub-committees on the standards for College-awarded certificates, diplomas and fellowships, examinations and accreditation of other recognised postgraduate qualifications as part of the framework;
 - define the requirements for RCVS Advanced Practitioner and RCVS Specialist status, receiving reports from sub-committees on the maintenance of lists for Advanced Practitioners and Specialists; and
 - recommend to Council amendments to the certificate and diploma and Fellowship bye-laws.
4. The Committee shall recommend fees to the Operational Board for candidates, examiners and visitors, Advanced Practitioners, Specialists and Fellows.

Education Committee

Minutes of the meeting held on 13 September 2022

Members:	Dr Abbie Calow	
	Dr Niall Connell	
	Ms Linda Ford	- Lay member
	Professor Tim Parkin	
	Mrs Susan Howarth	
	*Professor Chris Proudman	
	Professor Stuart Reid	
	Professor Susan Rhind	
	Dr Kate Richards	- Chair
	Ms Anna Bradbury	- Student representative
	*Ms Kate Dakin	- Student representative
By invitation:	Dr Melissa Donald	- CertAVP Subcommittee Chair
	Professor Stephen May	- Adv Practitioner Panel Chair
	Dr Joanne Dyer	- PQSC Chair
	Dr Susan (Sue) Paterson	- VetGDP subcommittee Chair and Observer
	*Professor Nigel Gibbens	- Chair of Accreditation Review Working Party
In attendance:	Mr Duncan Ash	- Senior Education Officer
	Dr Jude Bradbury	- Examinations Manager
	Dr Linda Prescott-Clements	- Director of Education
	Mrs Britta Crawford	- Senior Education Officer
	Mr Jordan Nicholls	- Lead for Undergraduate Education
	Ms Beckie Smith	- Senior Education Officer
	Ms Jenny Soreskog-Turp	- Lead for Postgraduate Education
	Mrs Kirsty Williams	- Quality Assurance Manager
	Ms Lizzie Lockett	- CEO

Apologies for absence and welcome

1. Apologies were sent from Chris Proudman, Kate Dakin, and Nigel Gibbens.
2. A minute's silence was held to remember Her Majesty the Queen Elizabeth II.

Declarations of interest

3. Dr Calow declared that the discussion on PDP would have a direct effect on colleagues, Dr Paterson declared that as a specialist she would be conflicted on item 18b and Professor Rhind declared that she is part of a small panel reviewing Veterinary Education in Australia and New Zealand.

Minutes

4. The minutes of the meeting held on 10 May 2022 and the joint meeting of Education Committee and Registration Committee on the 1 August 2022 were agreed as an accurate record.

Matters arising

5. The Committee agreed to nominate Dr Calow as vice-chair of the Education Committee and Ms Howarth as the Education Committee representative on the Finance and Resources Committee.
6. It was asked that the decision around revisitations and which version of standards to use, made following the May meeting, be noted. It was agreed that any revisits to a school, following award of Accreditation for a shorter period, would be conducted against the standards in effect at the time of the original visitation.

Education Department update

7. The Director of Education, Dr Prescott-Clements, gave an oral update on the work of the Education Department. Dr Prescott-Clements had attended the RCVS Regional Question Time in Glasgow where there had been a lot of positive discussion around VetGDP, EMS and other educational issues. Following the initial consultation from the Australian Veterinary Boards Council (AVBC) it had been encouraging to see that they had followed our lead in the format of their new standards, and also in the risk-based outcomes focused methodology. The Committee heard that the RCVS had been approached by AVBC for some advice around OSCE development from their examinations committee. The Education department had also been approached by DEFRA, who were looking at their post graduate programme for public health and how this could be linked with the VetGDP.

Primary Qualifications Sub-Committee (PQSC)

Report of the sub-committee meetings held on the 23 June and 10 August 2022

8. The minutes of the PQSC meetings held in June and August were received. Members heard that the sub-committee had considered the scope and focus of forthcoming verification visits to Glasgow and Dublin, following on from their virtual visitations in 2021.
9. There had been discussion around updates to the guidance that sat alongside the new accreditation standards, in particular the guidance relating to appraisal mechanisms for all staff

and EMS preclinical exemptions for those that could demonstrate extensive prior experience in a particular species.

10. Reports from the Statutory Membership Examination (SME) board meetings were presented, and proposals for a change in examination timings agreed to allow more time between the written exam and the OSCEs. This was because the current gap between the written examination results and the OSCE examination was not long enough to process the volume of appeals received, and because there had been issues with the length of time taken to process visas for some candidates.
11. It was reported that the August PQSC meeting had been in person, where the committee had considered the Australasian annual monitoring reports. Requests for further clarifications had been made, which would be communicated through the AVBC office.
12. It was noted that AVMA and AVBC had both agreed to undertake a full revisit to the University of Melbourne in 2023, following their virtual visitation in 2021, and in line with the decision made by Education Committee. It was also noted that this full joint international revisit would replace the verification visit, required following a virtual visitation.
13. A question was raised around the language used in the Glasgow verification visit scope, and whether "recommendation" was appropriate when the vocabulary used the word "must", which implied deficiencies. It was noted that this terminology was consistent in RCVS visit reports, with recommendations being things the school 'must' do in order to meet a standard, and suggestions being things the schools 'should' or 'could' do to go above and beyond meeting the threshold of a standard.

Conflict of interest policy guidance for EC and PQSC

14. The Committee were presented with a paper providing guidelines as to what may constitute a conflict of interest for those elected or appointed to undertake business on behalf of the RCVS. The Committee reviewed the paper and asked for some changes to be made:
 - Under the list of examples of loyalties, include "graduate of or current student of"
 - Under the list of loyalties adjust the wording in the bullet point describing applications for employment to only include successful applications and the need for confidentiality if it is too early or not appropriate to disclose that they are leaving one employer for another.
 - Under the list of loyalties, add a time limit of 3 years for consultancy activities
 - Add some further detail under non-financial activities.

ACTION: KW to make amends and circulate to the secretaries of EC and PQSC.

ENQA Update

15. Committee members were informed that the first draft of the RCVS Self-Assessment Report (SAR) was currently with Senior Team and feedback was anticipated shortly. Terms of Reference and a contract had been sent by ENQA and these were being completed as requested and would be returned to the secretariat by the end of September. The risk register had been completed and

would be presented to Audit and Risk Committee that week. The Committee were reassured that the process was still on track and within the planned timelines.

Gap analysis of the Office for Students' conditions against the Veterinary Surgeon and Veterinary Nurse accreditation standards

16. Kirsty Williams, Quality Assurance Manager, presented the Committee with a paper exploring the potential impact of the Quality Assurance Agency (QAA) withdrawing as the Designated Qualified Body (DQB) for the Office for students (OfS) on Veterinary Surgeon and Veterinary nursing accreditation events and the impact this may have on the accreditation for both.
17. Mrs Williams was thanked for her excellent analysis and it was agreed that the paper could be shared with university staff to summarise the position. The Committee requested clarification over research opportunities, and this would be explored in the Veterinary Nursing (VN) standards, although it was not currently a requirement. The Committee were reminded that a VN programme can also be delivered through a Further Education Institute and therefore there may not be the opportunity for research at this level. The gap analysis stated that financial viability was not checked in the VN standards. This was reported as incorrect and was, in fact part, of the standards. The gap analysis has been shared with the VN department who have made the appropriate changes and it will be presented to VN Education Committee at their next meeting. The Committee agreed to take no further action, but to keep a "weather eye" on the situation to understand who is appointed as the DQB from March 2023.

Covid Temporary Policy review:

Covid Updates from Schools

18. One of the few remaining temporary policy changes put in place as a response to original lockdown restrictions was the quarterly updates requested from schools, detailing any changes made to the programme as a result of the pandemic, and steps taken to mitigate the effects.
19. It had previously been discussed in committee whether RCVS could stop requesting these now that most schools were reporting that all changes had either been reverted to pre-pandemic operations or adopted into the programme. With the end of the academic year, it was asked again whether this continual cycle of review could end, as data was being requested every three months, as well as the regular cycle of annual monitoring.
20. Members agreed that there was no merit in continuing these updates and that it was timely to end now. Members were reassured that regular annual monitoring would pick up any emerging concerns, and that RCVS could scale things back up should further (or new) restrictions be reimposed at a later date.
21. A vote was held, and all were in favour of stopping the 3-monthly reviews.

ACTION: RCVS to end the 3-monthly cycle of requesting and reviewing vet school Covid plans.

EMS Requirements

The Requirements for the graduating class of 2027

22. Education Committee confirmed that the EMS requirements for the incoming first years (class of 2027) would be set at the standard amount of 12 weeks pre-clinical, and 26 weeks clinical EMS.

University of Nottingham April cohorts

23. Although the University of April cohort started later than those in the “normal” September cohorts, they still graduated in the same year. It had not previously been formalised as to what cohort group they would be included in, and therefore what their EMS requirements would be. Therefore, it was also confirmed that the April cohorts from the University of Nottingham would need to meet the same requirements of the cohort group that would have started in the previous September. For example, those graduating in December 2024 would be included within the wider class of 2024 cohort group.

Review of August 2022 completion rates

24. As part of the on-going temporary EMS policy reviews, Education Committee was asked to consider EMS completion data submitted from schools at the end of August. It was noted that there were no further reductions agreed to at the last meeting in May.
25. It was noted that the class of 2022 would have graduated over summer, with no reports to the RCVS that students were unable to meet the reduced requirement of 13 weeks clinical EMS.
26. Similarly, the class of 2025 would have moved into their clinical years having already completed their reduced pre-clinical EMS requirement of 6 weeks.
27. The class of 2023 was noted to either be on track to, or in some cases, already met the reduced requirement of 13 weeks clinical EMS.
28. Although having no reductions to their requirement, it was noted that the class of 2026 were well on track to meet the standard requirement of 12 weeks pre-clinical EMS.
29. However, it was noted that the placement completions of clinical EMS for the class of 2024 was still lower in comparison to the other cohorts, and the rate was lower than what would normally be expected by August in a “normal” year. Therefore, it was agreed to further reduce the clinical EMS requirement for the class of 2024 from 23 weeks to 20 weeks.

Action: RCVS to amend the clinical EMS requirements for the Class of 2024.

Further reviews

30. Education Committee were also asked to consider whether to carry on with the regular reviews to the temporary policy, considering that the reviews were being carried out based on the availability of placements due to the knock-on effects caused by the Covid-19 pandemic, and with restrictions having ended in August 2021 and cohorts being able to meet reduced requirements, would they still be necessary.

31. It was reported that students were still having problems with being able to secure placements, whilst some providers were still citing reasons to do with the pandemic for not being able to take students on, others were now citing separate issues such as work force shortages, with other providers simply being fully booked up or only willing to take on students from particular schools. Whilst these were all known other problems with EMS, it was acknowledged that on the whole the issues with EMS availability were no longer mainly due to the pandemic.
32. Therefore, recognising that the reviews were originally carried out as a response to lockdown measures, where placements could not physically take place, and noting the earlier decision to end the three monthly Covid updates from schools, it was agreed that the regular reviews of EMS temporary policy would no longer take place. However, placement completion rates could still be monitored by schools, and RCVS would be able to respond quickly should any further need for reductions arise.

EMS Requirements – student resits

33. RCVS had also been requested to review the requirements in the temporary EMS Policy around students that were resitting years. The rules had stated that students that needed to repeat a year of their studies whilst still being registered as a veterinary student would need to meet the EMS requirement of the year group that they would be graduating with. In some instances, this would mean students would need to meet an increased requirement which potentially may not have been possible without delaying graduations, and therefore the request had been put to Education Committee.
34. Education Committee had initially considered this via correspondence, however due to the complexity of the discussions, it was decided that this would benefit from an in-person discussion, to ensure that the correct decision could be reached.
35. As noted during the discussions via correspondence, there may have been a misunderstanding on what the term “resitting” meant. Clarification was therefore sought prior to the meeting, and it was noted that there were three different groups that were potentially being affected by the current rules:
 - a) Students repeating the year due to academic reasons, and being registered as veterinary students
 - b) Students repeating the year due to health reasons
 - c) Students resitting assessments and not being registered as veterinary students
36. The existing rules already stated that those students who were intercalating and not registered as veterinary students during that time, would be required to meet the requirements of the original year group that they started in. Therefore, Education Committee agreed to amend the rules to state that this would be the same for students resitting assessments and not being registered as veterinary surgeons.

37. As to not discriminate, it was also agreed to amend the rules for those repeating the year due to health reasons so that they would also need to meet the requirements of the original year group they started in.
38. There was then a discussion on what action to take for those who were repeating the year due to academic reasons. Whilst it was acknowledged that there could be an argument that having an extra year would allow for more time to complete further EMS and that this could be on a benefit, it was also argued that there were a number of reasons why students may be repeating a year of their studies and this may not always be simply down to failing a barrier assessment. With this in mind it was agreed that the rules should also be amended for students that were repeating a year due to academic reasons to meet the requirements of the original year group they started in.
- Action: RCVS to amend the rules for students resitting and repeating years.**
39. Discussions relating to the future of EMS, AVBC consultation on new accreditation standards and accreditation agreements with IAWG can be found in the confidential appendix.

CPD

Updates from the CPD Policy & Compliance subcommittee

40. The committee received and noted the minutes from the last meeting of the CPD Policy and Compliance subcommittee. Ms Soreskog-Turp gave a brief overview of discussions at the meeting, which included 1CPD usage and CPD compliance.
41. It was suggested that RCVS should liaise with conference providers to provide QR codes to facilitate easier recording in 1CPD and encourage time in lectures to reflect on learning. RCVS has already been in contact with the London Vet Show and QR codes to pre-populate in 1CPD will be available.

Action: Update CPD Comms plan to include liaise with Conference Providers.

Statutory Membership Exam (SME): Guidance 2023

42. The proposed updates for the 2023 SME Guidance were presented and changes were discussed. The Committee were asked to decide which wording to use relating to the new section on insurance when seeing practice as there was disparity between the proposal from the SME Board and suggestions from PQSC. The Committee decided that candidates should check for valid insurance and this wording will be use in the Guidance henceforth. The other additions and amendments were approved for publication.
43. The Committee were also asked to discuss where information regarding candidate eligibility to sit the SME (decided by Education Committee in May 2022) should be listed. It was decided to include eligibility within the Exam Guidance in addition to the website.

Action: RCVS to update SME Guidance and publish for 2023 exam.

PDP Engagement

44. Ms Soreskog-Turp presented the PDP Engagement paper, which highlighted the fact that it had become very resource intensive to follow up with members who had been enrolled on the PDP for over three years, especially given the concurrent cost of running VetGDP.
45. The committee was asked to consider whether graduates who have been on the PDP for three years or longer should have their accounts automatically disabled this year. They were also asked to consider whether members who had their PDP disabled could submit their prior three years of CPD records to demonstrate that they have been CPD compliant and working in clinical practice.
46. There was a question about whether any exceptions would be made for individuals with extenuating circumstances. The committee was assured that RCVS will make an exception for individuals with extenuating circumstances.
47. There was a question about whether some members who did not complete their PDP could enrol on VetGDP instead. It was agreed that individuals who request to enrol on VetGDP could be permitted to if they had not been in clinical practice for at least three years already.
48. The committee agreed that all PDP accounts from 2018 and earlier should be automatically disabled, barring any individuals with extenuating circumstances.
49. It was agreed that a final reminder should be sent to 2019 and 2020 graduates who have not been engaged with the PDP. Members who did not respond to this final reminder or engage with their PDP should have their account disabled.
Action: RCVS to contact 2019 and 2020 graduates that have not engaged with the PDP.
50. It was agreed that members who had their PDP disabled due to exceeding the deadline or lack of engagement could submit the last three years of their CPD record in order to enrol on CertAVP.

Advanced Practitioner Status

Updates from the Task and Finish Groups

51. Ms Soreskog-Turp introduced the Update from the Task and Finish Group, which summarised the outcomes of the two task and finish groups, which examined the name of Advanced Practitioner (AP), how to promote AP Status, and career pathways for APs and general practitioners.
52. The committee was asked to consider potential replacements for the title of Advanced Practitioner. The committee did not agree on any names, however, it was agreed that the word 'Specialist' should not be used in the new title.
53. There was a suggestion that a brand consultant could be hired to assist in finding the best replacement title for Advanced Practitioner.
54. The committee was asked to consider if the suggested list of invitees to the 21st October stakeholder meeting would be acceptable. It was agreed that the suggested list of stakeholders should be invited to the meeting.

Policy Paper (telemedicine)

55. Professor May presented the APs in Telemedicine paper, which highlighted issues around APs using telemedicine cases towards their total case numbers for their application or reapplication for Advanced Practitioner Status.
56. There was some discussion around the fact that this topic likely intersects with care outcomes policy issues which will be discussed at the November council meeting.
57. The committee agreed that any decisions on whether APs could use telemedicine cases towards their case numbers for their application would need to be postponed until after the November council meeting.

Action: AP Policy Paper to be discussed by EC in February 2023

Veterinary Graduate Development Programme (VetGDP) update

58. Ms Crawford gave an update on the work surrounding the VetGDP. The Committee heard that 2318 veterinary surgeons had now completed the VetGDP Adviser training and 103 had completed the peer review training with further sessions to be held this month. The peer reviewers had been enthusiastic and provided some excellent feedback to the graduates. 111 graduates had completed their VetGDP.

Specialist subcommittee

59. It was previously agreed that the Specialist subcommittee would extend its membership back up to six members, and that an application process would be run to recruit the three vacancies. A paper detailing the application process was received and noted.
60. Education Committee agreed to ratify the nominations for the three new members of the Specialist Subcommittee.

Action: RCVS to inform and appoint new members

Risk Register

61. The committee asked that the risk register be updated to include reference to workforce shortages affecting student's completion of EMS requirements, and also a risk around the relationships with external regulators.

Action: Education Department to update the risk register

Any other business

62. It was raised by the Heads of School that there was a looming issue around ethical vegans and the RCVS requirement for all students to experience visiting an abattoir. Another anecdotal experience was given where a student had objected to a dairy farm placement where they would have been required to milk cows. It was reported that in forcing students into distressing

situations, RCVS could be open to a legal challenge on this accreditation standard, and that the College needed to be mindful of these groups of students.

Date of Next Meeting

63. The date of the next meeting is 15 November 2022 and is to be held remotely.

Britta Crawford

September 2022

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Summary	
Meeting	Education Committee
Date	15 November 2022
Title	Update from the VetGDP subcommittee
Summary	Minutes from the meeting of the VetGDP subcommittee on the 22 September 2022.
Decisions required	To note.
Attachments	None.
Author	Britta Crawford Senior Education officer b.crawford@rcvs.org.uk / 020 7202 0777

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	n/a

¹Classifications explained

Unclassified	Papers will be published on the internet and recipients may share them and discuss them freely with anyone. This may include papers marked 'Draft'.
Confidential	Temporarily available only to Council Members, non-Council members of the relevant committee, sub-committee, working party or Board and not for dissemination outside that group unless and until the relevant committee or Council has given approval for public discussion, consultation or publication.
Private	The paper includes personal data which should not be disclosed at any time or for any reason, unless the data subject has agreed otherwise. The Chair may, however, indicate after discussion that there are general issues which can be disclosed, for example in reports to committees and Council.

²Classification rationales

Confidential	<ol style="list-style-type: none"> 1. To allow the Committee or Council to come to a view itself, before presenting to and/or consulting with others 2. To maintain the confidence of another organisation 3. To protect commercially sensitive information 4. To maintain public confidence in and/or uphold the reputation of the veterinary professions and/or the RCVS
Private	<ol style="list-style-type: none"> 5. To protect information which may contain personal data, special category data, and/or criminal offence data, as listed under the General Data Protection Regulation

Veterinary Graduate Development Programme Subcommittee**Minutes of the meeting held on 22 September 2022**

Members:	Sue Paterson	-	Chair
	Rob Williams		
	Chloe Roberts		
	Teresa Cordovil		
	Mary de las Casas		
	Rachel Bowron		
	Claire White		
	Tim Walker		
	Robert Wiensen		
	Hannah Hodgkiss-Geere		
	Stephanie Rae Flicker		
	*Abbie Calow		
In attendance:	Linda Prescott-Clements	-	Director of Education
	Britta Crawford	-	Senior Education Officer
	Jenny Soreskog-Turp	-	Lead for Post-graduate Education
	Kirst Williams	-	Quality Assurance Manager

Apologies for absence

1. Apologies were received from Chloe Roberts and Abbie Calow. Mandisa Greene was thanked for her time as Chair of the subcommittee.

Declarations of interest

2. There were no new declarations of interest.

Minutes

3. The minutes from the subcommittee meeting held on 18 May 2022 were agreed as a true record.

Matters Arising

4. Dr Prescott-Clements reported that the College had been approached by DEFRA to look at graduate pathways and training in public health to see how it could be combined with the VetGDP. They discussed creating new EPAs and how to adapt existing ones. Dr White reported that she had also spoken to them on a similar topic and would be happy to assist where needed.

General update including statistics

- 5. The Committee secretary, Ms Crawford, gave a general update on the work relating to the VetGDP. The subcommittee noted the statistics and were reassured that the sign-up figures were similar to last year.
- 6. The subcommittee were presented with a proposal to instate a three-year time limit for the VetGDP and a draft timetable for contacting the graduates and subsequent removal from the programme, similar to that currently used for PDP. The subcommittee agreed that a time limit of three years was about right, acknowledging that there is a significant amount of contact with the graduates, including the QA questionnaires three times a year and that communications would increase in the third year. The focus would be on supporting graduates and encouraging engagement and those with reason could stay on the programme beyond 3 years if they were communicating with the RCVS.

ACTION: BC to amend guidance to include 3-year time limit.

- 7. The subcommittee had discussed an exemption for a graduate at the last meeting who was working as a policy adviser for DEFRA. The graduate had responded wishing to focus on CPD, feeling that VetGDP was not relevant to her position. The subcommittee agreed that if you were using your veterinary degree and your MRCVS status for your role then you ought to be able to participate in the programme. It was thought that EPAs 5 and 15 could be tailored to her role. Dr White offered to look at what might be appropriate and perhaps look at creating a policy-based EPA.

ACTION BC to liaise with the gradate and CW.

Communications

- 8. The subcommittee requested further communications celebrating the success of the VetGDP, specifically case studies from those who were skeptical and then found it useful. Also, a case study about how well a locum had been utilized.

Action: Update the Comms plan to include further case studies

Additional/Changes to EPAs

- 9. The subcommittee reviewed the EPAs submitted and agreed that all could be covered by existing EPAs

Number as on Paper	Recommendation
1	EPAs 2 and 3 as relevant to creating a diagnostic plan and a management treatment plan.
2	Would be relevant to EPA 3, if there was a welfare issue then 11.
3	EPA 8 - different degrees of client support, this would be relevant to the farmer. Education and building relationships with clients, including assisting with productivity and communicating best practice

4	Informed consent is relevant to different degrees of client co-operation and therefore relevant in many EPAs, and 3 – “create a treatment plan”
5	EPA 2 – you have to take the x ray/radiograph in order to be able to interpret the test results.
6	Wildlife should be treated the same as any other casualty
7	EPAs 2 and 3
8	Same comments as for 5
9	“Safely” is about risk assessment – EPA 12
10	Critical care –EPA 4
11	EPA 1 or 2
12	Would be relevant in all EPAs
13	Fertility – same as query 2

QA Report

10. Ms Soreskog-Turp gave an overview of the QA questionnaire that was sent to Graduates and Advisers in 2022. Unfortunately, the college is still not in a position to deliver the QA through the e-portfolio, which would give us much better participation, as there are difficulties in staffing the development team, but it has been raised with the new business analyst and will be included in the programme of activities. The responses were positive both in terms of support and progression. It would be worth keeping an eye on the feedback regarding “protective time” for both Graduates and Advisers.

RCVS Academy: Graduate Module

11. The subcommittee heard that there is a 45-minute VetGDP graduate module available on the RCVS Academy. The aim is to provide a good understanding of the VetGDP and what they can expect from their Adviser. Currently 134 graduates have started to look at the training so we are looking to see what further promotion we can do to raise awareness.

Graduate Completion Survey

12. Ms Williams, Quality Improvement Manager informed the subcommittee about the VetGDP completion survey, which includes 16 questions, three of which are open so that they can write their comments about what they feel has gone well and suggestions for improvement. Only a very small percent of graduates have completed the survey, but the results so far are positive indicating that the graduates are receiving good levels of support from their advisers and other colleagues and report to be confident in working independently. There will be a much deeper analysis once we have more responses.

Any Other Business

13. Dr Prescott-Clements reported a lot of positive feedback regarding the VetGDP from the RCVS Regional Question Time and the Council away day. There had also been lots of requests from other bodies and from overseas wishing to have access to the training. There will also be an

article published in the Journal of Veterinary Medical Education underpinning the structure of the VetGDP.

Date of Next Meeting

14. To be confirmed.

Britta Crawford

September 2022

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Summary	
Meeting	Education Committee
Date	15 November 2022
Title	Update from the CPD Policy and Compliance subcommittee
Summary	Minutes from the CPD Policy and Compliance subcommittee on the 27 October 2022.
Decisions required	None
Attachments	None
Author	Jenny Soreskog-Turp Lead for Postgraduate Education j.soreskog-turp@rcvs.org.uk / 020 7202 0704

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²Classification rationales

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**CPD Policy and Compliance sub-committee
Notes of the meeting held on 27 October 2022**

Present: Linda Ford Chair
Jessica Beckett
Claire Bloor
Abbie Calow
Donna Lewis
Stephen May
Stephanie Richardson

In attendance: Julie Dugmore Director of Veterinary Nursing
Esther Kadama Education Assistant
Artem Kuzmichev Senior Developer
Linda Prescott-Clements Director of Education
Jenny Soreskog-Turp Lead for Postgraduate Education
Joanne Stetzel Head of Marketing and Digital
Communications

Welcome and Apologies

1. The Chair welcomed everyone to the meeting especially the new members.
2. Alison Reid, James Wood and Claire Roberts had sent their apologies.

Minutes of the meeting on the 8 June 2022

3. The minutes of the meeting held on 8 June 2022 were received and approved as a true and accurate record.

Matters arising

4. There were no matters arising that were not covered within the main agenda.

1CPD Data/Communication Update

5. The committee received and noted the 1CPD data paper.
6. The data highlighted that a significant number of veterinary surgeons and nurses are recording their CPD but are still not reflecting, even though it is part of the CPD requirement from 2022. It was suggested that it may be due to a lack of awareness, and it was noted that

some functions that were part of the spec for 1CPD, such as not counting the hours until reflected upon and regular reminders, are still not part of the system but have been flagged as a high priority within the development roadmap.

7. Members suggested to make it easier to reflect in the 1CPD app, that the record and reflect sections should be linked as they are in the web version of 1CPD. It was suggested that the text in the web version that asks if you want to reflect should be updated to be made clearer that it is mandatory, and not optional, to reflect on all CPD and therefore it is a choice to either capture reflection at the time of recording the CPD activity or to postpone, but that it must be done prior to the CPD deadline in order to be compliant.

Action: Review features to link record and reflect sections in 1CPD.

8. It was acknowledged that everyone reflects in a different way, and that some prefer to do it straight after the activity, whilst others may want to think about their learning and the impact before recording anything. 1CPD offers great flexibility with reflection, including prompts to guide reflections, open text, audio notes or being able to add attachments.
9. Since it is not clear in 1CPD that members are not compliant simply by recording the hours, the committee agreed that they could not enforce the requirement to reflect on CPD until the features were available in 1CPD. It was noted that Education Committee, VN Council and RCVS Council had agreed the changes to the CPD requirement, so they need to be updated regarding the changes. It was also agreed that RCVS will send customised letters to different member groups letting them know about the requirement and resources to help them.

Action: Update Education Committee, VN Council and RCVS council re changes to enforcing the CPD requirement.

10. Ms Stetzel updated the committee about the CPD comms strategy, reporting that the focus is still on supporting members to understand the requirement and how to use 1CPD.
11. The committee felt that RCVS should explore sending positive messages of feedback to the professions and consider how to celebrate achieving the CPD requirement, including reflecting on CPD. It was suggested that RCVS explore electronic badges or different kinds of gamification to celebrate achievements.

Action: Education/ Dev Team to explore options to celebrating achieving CPD/reflection requirement.

12. There are lots of CPD events planned at the London Vet show in order to raise awareness of CPD, reflection and 1CPD. It was suggested that RCVS should liaise with conference providers to provide QR codes in order to facilitate easier recording in 1CPD, and to encourage time at the end of lectures to record the session and reflect on learning.

Action: Update CPD Comms plan to include liaison with conference providers.

13. The committee agreed that RCVS should send formal communication to all members who are not using 1CPD, to inform them that it is part of the CPD requirement. It was also agreed that the communication will include signposts to support and resources available, such as the new RCVS Academy course on CPD and reflection to help them get started.

Action: RCVS to send out statutory email to non 1CPD users.

Royal College of Pathologists CPD Requirement

14. At the last meeting, there had been discussions regarding whether members of the Royal College of Pathologist (RCPath) should be exempt from using 1CPD if they already record their learning with the RCPath. Ms Soreskog-Turp had been in touch with them and determined that it is not mandatory for their members to record CPD using their platform and therefore the committee agreed that it would not be appropriate to grant an exemption for members of RCPath on this basis.

Introducing a cut-off date for recording activities in 1CPD

15. The committee received and noted the paper about introducing a cut-off date for recording activities in 1CPD.
16. The committee discussed the benefits of introducing a cut-off date for recording CPD for the previous year, including encouraging regular recording and the committee being able to monitor compliance with the Code of Conduct to ensure high standards and public confidence in the veterinary professions.
17. There were concerns about members working in busy practices who had completed the requirement but have not been able to record it, especially if there was a reason such as illness or care commitments. The committee were reassured that exceptional circumstances would be taken into account and that members could also apply to pause their CPD to reduce the requirement.
18. The committee agreed that two months into the new year would be a suitable cut-off date, but that it is important that the cut-off point is communicated to members, with several reminders.
Action: Education Department to update the CPD Policy regarding the cut-off point for recording CPD.

Non-compliance policy 2023

19. The paper regarding the non-compliance policy for 2023, had already been approved by Education Committee and VN Council so this was presented to inform new committee members of the new policy. It was noted that the timeline in the policy may need to be reviewed in light of decisions regarding cut-off date for recording CPD for the previous year.

CPD Requirement for overseas vets

20. Education and Registration Committee had a joint meeting in August to discuss the CPD requirements for overseas members of RCVS and it was agreed that the CPD requirements should be the same for all members, however using 1CPD should not be compulsory for overseas members.

21. The committees suggested that overseas members should self-certify whether they are CPD compliant as part of the annual renewal and that RCVS should audit a sample to check compliance, which would also be an opportunity to offer overseas members support and advice.

22. The committee felt that it is important for RCVS to check CPD records for any members who have been on the overseas register and not recorded CPD using 1CPD if they apply to change their status to UK practising. The committee also discussed that fact that RCVS issues letters of good standing to overseas regulators in order for members to register with them, and it was suggested that this could be a mechanism for highlighting whether a member is non-compliant.

Action: Education Department to check with Registrar whether CPD requirement could be checked as part of issuing letters of good standing.

Any other business

23. There were no other items of business to discuss.

Follow up of non-compliant members

Claire Bloor left the meeting for this item

24. The committee received the report detailing the follow up of non-compliant members. The committee agreed with all recommendations in the report but noted that one VN was undergoing cancer care and recommended that the staff team attempt to telephone this member again, before sending them a letter.

Next Meeting

25. The next meeting is yet to be agreed but Ms Soreskog-Turp agreed to circulate meeting dates for the next year.

Action: Circulate meeting dates for 2023.

Jenny Soreskog-Turp

October 2022

j.soreskog-turp@rcvs.org.uk

Summary	
Meeting	Education Committee
Date	15 November 2022
Title	Update from the CertAVP subcommittee
Summary	Minutes from the meeting of the CertAVP subcommittee on the 27 September 2022
Decisions required	None
Attachments	None
Author	Britta Crawford Senior Education officer b.crawford@rcvs.org.uk / 020 7202 0777

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	N/A

¹Classifications explained

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Minutes of the CertAVP Sub-Committee meeting held on 27 September 2022

Present: Stephanie Richardson
James Horner
Melissa Donald - Chair
*Chris Proudman
Liz Chan
Rob White
Ros Carslake
James Wood
Claudia Hartley
Rachael Gregson
*Abbie Calow

In Attendance Britta Crawford
Linda Prescott Clements

*Absent

The meeting was held remotely by Microsoft Teams.

Apologies for Absence

1. Apologies were received from Chris Proudman and Abbie Calow. Stephanie Richardson, Claudia Hartley and Rachael Gregson were welcomed to their first meeting. Rob White attended the meeting until the end of Agenda Item 5.

Declarations of interest

2. There were no new declarations of interest.

Minutes

3. The minutes of the meeting held on 1 February 2022 were held as a true record.

Matters arising

4. All matters had been actioned or were in papers for discussion.

Module Review

Nottingham

5. Dr White started a discussion regarding how plagiarism was dealt with regarding the CertAVP. Those present reported very few incidents of plagiarism and those that had been found were more commonly poor practice rather than deliberate "cheating". Any incidents had been dealt with

through internal University procedures. There were questions as to whether those caught plagiarising should be prevented from taking individual or all modules and how it would affect “fitness to practice” with regards to regulation. Cases were mentioned in the QA reports but not asked for specifically.

ACTION Education Department to talk to the Registrar and bring back a paper to the next meeting.

6. Nottingham asked if they could drop the word “Advanced” from their modules. The modules were intended to be broad, core content and were originally named as part of an apprentice programme but not correct for the content. The word Advanced was causing some confusion for candidates and examiners. The subcommittee questioned whether the modules were being examined at the correct standard if not “Advanced” and part of the Certificate in “Advanced” Veterinary Practice. They were assured that they were assessed at level 7 but had a broader knowledge base and therefore the word Advanced muddied the water. The subcommittee agreed to the name change.

ACTION: BC to update module names and website

7. Nottingham also asked if they could make a change to the assessment strategy for the SAACP core surgery module so that candidates with little access to orthopaedic cases did not have to produce a case report but could enter two for soft tissue. Even when orthopaedic cases were seen they were unremarkable, and candidates could learn more from writing up a more involved soft tissue case. This caused concern amongst committee members about narrowing the assessment for a module which would cover both orthopaedics and surgery. It was argued that orthopaedics was taught and assessed in other sections, but it was agreed that another cohort of candidates would take the modules and feedback. The subcommittee could re-consider at a later date.

Modules updated as part of review

8. The subcommittee were pleased to see progress with the module review, with many modules having been updated. The feedback from the subcommittee members was that, in practice, the structure section of the module template was difficult to complete as it was likely to be different for each institution. The group also felt that more could be done to standardise the modules, such as setting a specific number of modules and using similar language for assessment. It was agreed that it would be beneficial to bring together a separate group of those more closely involved with the modules to agree a more standard format.

ACTION: BC to organise a group to standardise module format.

Poultry Modules

9. The subcommittee were presented with a reorganisation of the three poultry C modules to replace those currently on the programme. To date no candidate has achieved a poultry module. The subcommittee agreed to the module update.

ACTION: BC to add to the programme and website once update to the new format.

C-VPH.1 Modules

10. The RVC submitted changed to the C-VPH-1 for consideration by the subcommittee. The subcommittee agreed to the changes but asked for the module to be brought into the new format.

ACTION: BC to report back to RVC

Accreditation Application: Liverpool C-VCG.1

11. Liverpool applied for accreditation to assess the C-VCG.1 module. The subcommittee agreed the application subject to the correction of the course provision information.

ACTION: BC to inform Liverpool and update website.

Time limit extension request

12. The subcommittee received an application from a candidate asking to be allowed to take further modules for a second designation and use A and B modules which had expired as beyond the 10 year time limit due to personal circumstances. The application was denied.

ACTION: BC to inform candidate.

Advanced Practitioner (AP) Status

13. Ms Smith presented the subcommittee with a paper, which had been previously taken to Education Committee summarising the work of two task and finish groups looking at “What is means to be an Advanced Practitioner”, and “Career Pathways” and the recommendations that had been made by these groups. These suggestions will be discussed at a stakeholder event in December to which the subcommittee will be invited.

Synoptic Revision Course

14. The subcommittee had received a request from Liverpool to run a synoptic revision course to help the candidates understand what to expect and how to prepare themselves so that they are less anxious on the day. The subcommittee asked for more information and raised concerns at the potential of “teaching to the test”. The subcommittee were reassured that the session would not be designation specific and more about integration of knowledge and professional practice and would be aimed at creating greater transparency for an exam which has a very different format to that which most candidates would have experienced.

15. There was support in principle but there remained some concerns about it being consistent and open to candidates from all providers. The RCVS would be very keen to demonstrate good practice and common pitfalls and it may be something that could be included on the RCVS Academy.

ACTION Education Department organise liaison between Liverpool, the RCVS academy and the QI manager.

Statistics

16. The statistics were noted. The subcommittee were interested in how the CertAVP cancellation rate might compare with other certificate providers.

ACTION: Investigate how to compare data

Any other business

17. There was no other business

Date of the next meeting

18. 16th February 2023

Britta Crawford
September 2022
b.crawford@rcvs.org.uk

Summary	
Meeting	Education Committee
Date	15 November 2022
Title	Fellowship Subcommittee
Summary	The minutes of the Fellowship Subcommittee held on 12 September 2022.
Decisions required	None, to note.
Attachments	None.
Author	Duncan Ash Senior Education Officer d.ash@rcvs.org.uk / 020 7202 0703

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	n/a

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Fellowship Sub-Committee
Minutes of the meeting held on Monday 12 September 2022

Members: Professor G C W England - Chairman
Mr A G Greenwood
Dr A G Matthews
Mr P W Scott
Mr J M Williams *
Mr D Ash - Secretary

Apologies for absence

1. There were no apologies for absence.

Declarations of interest

2. There were no new declarations.

Minutes of the 2021 meeting

3. The minutes of the meeting were accepted as a correct record.

Submissions of Theses

4. The sub-committee noted that candidates T/778 and T/780 had submitted their theses in August 2022 and marking periods would begin shortly.
5. It was also noted that candidate T/777 had submitted their thesis in August 2021, but had been unsuccessful, and they intended to resubmit their thesis in September 2023.
6. Candidate T/779 had been allowed an extension on the submission deadline to March 2023, and it was noted that they still intended to submit by this date.
7. Candidate T/781 had yet to submit their thesis before the deadline of August 2022. It was agreed that the candidate should be contacted to check on progress and offered an extended deadline of 30 September 2022.

Action: RCVS to contact candidate T/781

Date of next meeting – 2:00 p.m. Monday 11 September 2023