**BASRaT Committee Meeting – 25/6/2015**

In attendance – SJA, CJ, AM, CW, HW, OC, JA

Apologies – AW, LW, JM, PN, LO, RM

Conflicts of Interest –

1. **Review of Minutes**

*Committee agree minutes are a true and accurate record.*

1. **Brief report on activities**

*SJA: Educational standards review complete. Educational standards have to be clearly defined, inclusion of clinical hours needs inclusion within this, SJA has given this feedback to PSA. PSA Round table event next week, AM and SJA attending. The objective of the event is for SJA and AM to promote Sport Rehab as healthcare profession. The FA have contacted CJ regarding GSR’s working in professional football, The FA are due to review BASRaT documentation in August. The RFL also have all BASRaT professional documentation which is due for review.*

*CJ: Continuing with amendment of documentation. We need to record and FtP history and make this available to the public.*

*Admin: Insurance company provider recognition, WPA are now accepting applications from BASRaT registrants, contact with other companies is proving difficult. Most are not currently accepting applications from currently recognised professions. Audit of professionals using GSR is underway.*

*AM: CPD audit underway, not all portfolios were submitted on time. Deadline has been set for 26/6/2015.*

*CW: has been working with CJ on Capsticks.*

*HW: Has been on maternity leave.*

*All other updates attached and circulated at the meting.*

*AP: Lucy Hammond to produce statement on Student work experience, students must be insured appropriately via either University or themselves. Also to ensure that students are staying within their role when practicing in an educational capacity.*

*AP: Registrar report needed to reinforce clinical practice guidelines, for example; clinical note taking. Admin to distribute quarterly update from registrar, this can be an addition to the website.*

1. **Benefits for Students**

*One of the main benefits will be the discount on full membership following a 3 year student membership. Access to current journals will be removed. Students will still receive discounted entrance to conference. Contract with BJSM to be signed over the next 4-8 weeks. Committee decided that providing t-shirts would not be cost effective. Committee decided that any student clothing should have “Student Member” stated this needs to be arranged with Supplier. Committee want to provide student resources in the membership area of the website. Each institution will have one Student Executive.*

*AP –LH to produce press release for students to explain membership benefits*

1. **Institutional Hours**

*Point to be discussed within point 5*

1. **Staff / Student Ratios**

*Committee decided that the ratio will become a requirement at institutions, this will relate mainly to practical components of teaching. Requirement will be 1:20, recommendation will be 1:16. This should be implemented by September 2016. If institutions fail to meet the requirement it will trigger a re-accreditation.*

*AP: RM to send out information to institutions to inform them of the new requirement.*

1. **Accreditation time and fees**

*Committee agreed for now that accreditation period will stay at 5 years, however this will be reviewed again at the next meeting.*

1. **The Health and Social Care Conference**

*SJA and either OC or AM will be attending on September 25th. Those attending will report back at the following meeting*

1. **Gender Recognition Policy**

*The British Acupuncture Council are happy to provide their policy to BASRaT for us to replicate. SJA will provide this policy.*

1. **Lone Worker Policy**

*BASRaT to write policy for those working on their own, this is for the benefit of registrant protection. BASRaT will share this information with The British Acupuncture Council.*

*AP: SJA to produce and distribute, update will be given at next meeting in August*

1. **IBOC Update**

*Process still on-going. RM is currently undergoing training with the board of certification.*

1. **Addition of Prospect Union subscription as an option for BASRaT**

*Committee decided that we will add a membership option to join the Prospect Union, this will be available to all registrants working as GSR’s and AHP’s. SJA is going to negotiate and finalise before next committee meeting in August.*

1. **Members Professional Liability insurance Scheme and cover in professional football**

*Insurers have stated they have never encountered the incidence of claims involving BASRaT member. It is estimated that if there were to be a claim made against a BASRaT registrant, the cost of the insurance policy would increase five fold.*

1. **Ethics committee engagement**

*AP: CW to meet with ethics committee to discuss relationship with BASRaT. CW to meet as soon as possible.*

1. **Work and play marketing campaign and material for members**

*Marketing material to be sent over to admin. Admin will arrange design for any published content.*

1. **New Website**

*A few small changes are needed on the admin site, this is being done over time as and when website bugs are found. The next step for the website is to implement online renewals.*

1. **Website Job Adverts**

*Changes made to the function of the jobs section, each time a new job is added an alert is sent to admin so approval can be done in a time efficient manner.*

1. **Trauma Qualifications**

*AP: Admin to follow up with RM that press release has been sent to Institutions to inform them of the changes.*

*AM and RM to contact institutions to organise in house instructors for the trauma qualification provision. BASRaT also need to provide list of equivalent / additional qualifications that the institutions may wish to use. BASRaT will specify the level at which the course needs to be equivalent to. BASRaT will say “The course will be endorsed by the Faculty of pre Hospital Care, Royal College of Surgeons of Edinburgh”. BASRaT will make clear where all information is available.*

1. **Physician Associates**

*See attached document form JM. This is to be discussed at the next meeting with JM present. JM is under the impression that GSR’s would be in a prime position to take on Physician Associate role. There could possibly be a top up conversion course following a Sport Rehabilitation degree.*

*AP: SJA to look into new scheme for Physician Associates and GSR’s, update for the next meeting in August.*

1. **AOB**

*Office Handbook to be produced by Admin as a reference for important arising information. Specifically with regards to external speakers visiting further education and foundation degrees with relation to BASRaT.*

*Admin to contact LFC Graybrook with regards to running the two student prizes again at this years AGM.*

*RM to organise educators day for this year.*

*Staff from institutions should be encouraged to attend conference, there should be somebody from each accredited institution.*

*Staff at institutions should have include at least one member of staff who is a member of BASRaT. This should be reviewed at a later date as part of our educational standard and needs review by RM.*

*When a new committee member joins there is to be a 1 year “Training” period, this will involve developing an awareness and understanding of the role before taking it on in a full capacity.*

*HW raised status of management audit. SJA is going to chase up.*