

Agenda for the meeting to be held on 21 May 2024 9.30am
Remote

1.	Welcome and apologies for absence	
2.	Declarations of interest	
3.	Education Committee minutes Minutes of meeting held on 27 February 2024	Paper attached
4.	Matters arising	
5.	Education Department update	Oral report
6.	Strategic planning session	
7.	Primary Qualifications Subcommittee (PQSC) a) Minutes of the meetings held on 17 April 2024 b) University of Surrey, School of Veterinary Medicine focused revisit report c) University of Adelaide, School of Animal and Veterinary Sciences accreditation visit report d) James Cook University, School of Veterinary Sciences accreditation visit report	Paper attached Paper attached Paper attached Paper attached
8.	Joint accreditation rubric with IAWG	
9.	Advanced Practitioner (AP) Status a) Approval of qualifications	Paper attached
10.	CPD a) Minutes of the meeting held on 15 April 2020 b) Compliance	Paper attached Paper attached
11.	Specialists Subcommittee a) List of Specialists	Paper attached
12.	CertAVP Subcommittee a) Minutes of the meeting held on 15 February 2024 b) Compensation in synoptic exam cases	Paper attached Paper attached
13.	VetGDP Subcommittee	Paper attached

	a) Minutes of the meeting held on 23 April 2024	
14.	Veterinary Clinical Career Pathways (VCCP) a) Minutes from the meeting on 20 th March 2024 b) Update on focus groups	Paper attached Oral Report
15.	Statutory Membership Examination (SME) a) SME Update b) Written exam update	Oral Report Paper attached
16	Fellowship by Thesis Extension Request	
17.	Risk register Items to add to the Risk Register	Paper attached
18.	AOB	
19.	Date of next meeting	17 September 2024 In person 10am start

Britta Crawford
Committee Secretary
May 2024
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Education Committee membership

Dr Abbie Calow

Ms Linda Ford

Mrs Susan Howarth

Mr Tim Hutchison

Professor Matt Jones

Professor Tim Parkin – also Chair of Specialist Recognition Subcommittee

Dr Kate Richards (Chair)

Professor Stuart Reid

Professor Susan Rhind

Student Members:

Ms Anna Bradbury

Mr Luke McLinden

Officer Team Member as observer: Dr Melissa Donald

Chairs of Education Subcommittees:

Dr Martin Whiting, PQSC

Professor Stephen May, Panel of Assessors for Advanced Practitioner Status

Dr Sue Paterson, VetGDP

Claire Mclaughlan, SME Board

Education Committee Terms of Reference

From the Scheme of delegation from the RCVS Council to committees 8 June 2023

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.

Under normal circumstances Council members will form the majority on non-statutory committees, but on Education Committee (and the Primary Qualifications Subcommittee (PQSC)) a minimum of one third and a maximum of one half of members will be co-opted external members with education expertise, for example, Heads of the Veterinary Schools or other veterinary school staff members. Two students will also sit on the Education Committee (and two on PQSC). In addition, the Chairs of the Education Subcommittees and a member of the Officer Team will sit as non-voting observers.

The Committee shall develop and keep under review education and training requirements for registration, and in particular shall:

- a) define Day-One Competences and advise on the content of the veterinary undergraduate curriculum;
- b) oversee the approval process and ongoing monitoring of veterinary degrees and international recognition agreements, considering subcommittee reports on appointment of accreditation panel members, accreditation event reports, follow-up reports and annual monitoring reports from veterinary schools, subcommittee reports on overseas degrees from other accrediting bodies, and subcommittee reports on operation of the statutory membership examination; and,
- c) make recommendations to Council on any change in approved status concerning registrable degrees, on the regulations governing the statutory membership examination and on the regulations governing practice by students.

The Committee shall develop and keep under review policy for continuing professional development, revalidation of Advanced Practitioner and Specialist status, and postgraduate training and qualifications, and in particular shall:

- a) define Entrustable Professional Activities (EPAs) for, and monitor, the VetGDP;
- b) set the requirements for and monitor continuing professional development within the profession;
- c) develop and maintain a framework of College postgraduate awards, receiving reports from subcommittees on the standards for College-awarded certificates and fellowships by thesis, examinations and accreditation of other recognised postgraduate qualifications as part of the framework;

- d) define the requirements for RCVS Advanced Practitioner and RCVS Specialist status, receiving reports from subcommittees on the maintenance of lists for Advanced Practitioners and Specialists; and,
- e) recommend to Council amendments to the certificate rules.

The Committee shall recommend fees to the Finance and Resources Committee for all related activities, for example, application and annual fees for Advanced Practitioners and Specialists, together with reviewer remuneration; fees for Statutory Membership exam candidates and remuneration for examiners; remuneration for accreditation panel members and reviewers of Advanced Practitioners and Specialist applications.

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Education Committee Minutes from the meeting held on 27 February 2024
Summary	Education Committee Minutes from the meeting held on 27 February 2024
Decisions required	To approve as a true record
Attachments	Confidential appendix
Author	Britta Crawford Secretary b.crawford@rcvs.org.uk / 020 7202 0777

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	
Appendix 1	Confidential	1,2

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'.
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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

Minutes of Education Committee (EC) meeting held Teams on 27 February 2024

EC Members:

Miss A Bradbury**	Student Member
Dr A L Calow	RCVS Council Member & Chair of CertAVP Subcommittee
Ms L Ford	RCVS Council Member & Chair of CPD Policy and Compliance Subcommittee
Mrs S D Howarth	RCVS Council & VN Council Member
Mr T Hutchinson	RCVS Council Member
Dr M Jones**	RCVS Council Member
Professor T D H Parkin	RCVS Council Member & Chair of Specialist Recognition Subcommittee
Professor S W J Reid	External Member & Educationalist
Professor S M Rhind*	External Member & Educationalist
Dr K A Richards#	RCVS Council Member & Chair
Mr L McLinden	Student Member

Chairs of Education Subcommittees and Working Parties that report to EC:

Dr M Whiting **	PQSC
Professor S May	Panel of Assessors for Advanced Practitioner Status
Dr S Paterson	VetGDP Subcommittee
Mrs C-L McLaughlan	SME Board

*Denotes absence, #Denotes Chair of this meeting, **on-line

In attendance:

Ms B Crawford	Senior Education Officer
Ms C Hobson	Examination manager
Ms L Hogg	Senior Education Officer
Ms C Holliday	Senior Education Officer
Ms L Lockett	CEO
Mr J Nicholls	Lead for Undergraduate Education
Dr L Prescott-Clements	Director of Education

Ms Jenny Soreskog-Turp	Lead for Postgraduate Education
Mr K Thakrar	Education Officer
Ms R Smith	Education Officer
Ms K Williams	Education Quality Improvement Manager

Welcome and apologies for absence

1. Professor Susan Rhind had sent her apologies. Miss Bradbury left the meeting during discussions on agenda item 12c. Ms Ford and Dr Calow left the meeting during discussions on agenda item 12g. Dr Whiting left the meeting following agenda item 12g.

Declarations of interest

2. Members of the committee introduced themselves and indicated their conflicts of interest.

Education committee minutes

3. The minutes of the meeting held on the 18 November 2023 were agreed as a true record.
4. The minutes from the joint Education and Registration Committee meeting on the 29 January were agreed by Education Committee as a true record. These minutes would now be circulated to Registration Committee.

Presentation

5. Mr Partheeban gave a presentation to the Committee on "Education as part of the solution to diversity and inclusion in farm animal practice".
6. Following the presentation, the Committee asked about incentives for farmers to join the scheme talked about in the presentation. It was explained that the farmers would get a certificate and would be put on the register and be promoted as a safe environment for children, students, etc. There is also a plan to make it part of the RCVS Practice Standards Scheme. They are planning to get the training into the devolved areas by getting the agricultural colleges on board, where students can take it as part of their existing course, and it is being promoted by big players, such as McDonalds and McCain potato farming.
7. The committee asked about the "Green Flag" branding for the scheme and the possible confusion with car relay services of the same name and green meaning sustainable from an environmental point of view. The committee was told that Green Flag is a working title and the name had not been finalised.
8. The committee heard that the course comprises three, 20-minute modules, each with a mini assessment. It can be taken as many times as necessary until it is passed. The hope is that as many people as possible would access and complete the course in the next two years and

there is a budget to modify the course depending on feedback and further developments. There is also a plan to develop further modules to add in the future.

Matters Arising

9. In response to a previous question posed at Education Committee regarding the implementation plan for the 2024 EMS Policy and Guidance, the Chair confirmed that, following careful consideration, the policy would commence for all students enrolling on the veterinary degree program in August 2024. This will then roll out to all subsequent cohorts following this date, as originally agreed by Education Committee in December 2023.

Action: The RCVS to communicate the 2024 EMS Policy and Guidance to all stakeholders and the public.

Education Department Update

10. Dr Prescott-Clements gave an update to the committee on the work of the Education Department. The committee understood that since Brexit, the RCVS currently welcomed graduates from EAEVE accredited schools to become members of the RCVS without having to sit the statutory membership exam and RCVS Council had been reviewing this on a yearly basis. At its meeting in January, RCVS Council had now set a 5-year time limit for this policy to end and had requested a follow up paper, for their meeting in March, on how the College might approach more direct accreditation. The department had been informed that EAEVE had released communication to this effect to all schools but agreed that the College would need to do some further, targeted communications. EAEVE schools for consideration would be prioritised based on the number of graduates who became members of the RCVS, whether their courses were taught in English and whether they had been previously EAEVE accredited.
11. The department had attended a regulatory assessment network meeting on reasonable adjustments (RA). The General Medical Council (GMC) shared some of their data around their overseas membership exam which has about 20,000 applicants each year. There were useful discussions on the many types of adjustments requested and the challenge over the rising number of candidates who have been given reasonable adjustments at university and now expect similar accommodations for postgraduate / membership exams. The resource requirements to deal with this requests now require a full time team of staff at the GMC. This fed into discussions at the SME exam board which would be discussed later in the agenda.
12. Members of the department would be attending the European Board of Medical Assessment Conference and presenting a symposium and workshop on Entrustable Professional Activities from the postgraduate context.
13. The committee heard that the work on the EMS Hub, which is a work stream that has come out of the Graduate Outcomes review, had been progressing well, with the aim of getting it up and running to coincide with the introduction of the new policy in the Autumn.

Advanced Practitioner (AP) Status

14. The committee noted the Advanced Practitioner statistics and asked if there were any plans to celebrate the 10-year anniversary of the status. The education department would work with the communications department on this. Future statistics would include information on the numbers of referred applications.

Action: Education dept to contact Communications dept regarding celebrating 10 years of AP status.

Action: Education Department to update AP statistics with referred applications.

15. The committee asked if data could be collected on reasons why Advanced Practitioners choose not to re-apply and there was some discussion over the number of designations, as some designations had only one AP listed, and whether it would be better to condense these into species categories.

Action: Education Department to survey members who choose not to renew their AP status.

16. The committee was presented with a qualification that had been approved by the AP panel and Chair as eligible for AP status. The Chair gave details about the qualification and how they meet the eligibility requirements for the status. The committee approved the qualification as a route to applying for AP status.

Specialist Subcommittee

17. The Chair of the Specialist subcommittee invited Education Committee to ratify the list of Specialists presented for 2023. There was no objection to any of the names on the list and it was agreed that confirmation could be communicated to the individual specialists.

18. A member requested that listing the specialists in alphabetical order, as opposed to chronological order, would facilitate verifying individuals for future reference.

Action: The RCVS to update format of the list and contact applicants with results.

19. Following the joint RCVS/BEVA joint officers meeting in October 2023, members of the Specialist subcommittee were invited to consider allowing dual specialism in certain fields. BEVA had reported that there were crossovers in certain disciplines, for example, small animal internal medicine and sports medicine, and that there could be an opportunity for dual specialism in some areas.

20. During the Specialist subcommittee meeting in January 2024, one member noted that the European Board of Veterinary Specialists (EBVS) will be considering changing their own policy in the near future and that, as part of this review, they may allow dual speciality. Subcommittee members agreed that it would be favourable to wait and see what the outcome of the EBVS policy, and understand their rationale, before reconsidering this request.

21. Education Committee highlighted that the action to follow up with BEVA was unclear within the Specialist subcommittee minutes. The Chair of the Specialist subcommittee confirmed

that the RCVS will follow up with BEVA and inform them that the subcommittee will await the rationale provided by EBVS (should they decide to accept dual specialism in specific fields) and will then consider if this would be an appropriate route for the RCVS to follow.

Action: The RCVS to inform BEVA of a consideration timeline to allow dual specialism.

22. The chair of the specialist subcommittee invited Education Committee to consider the changes suggested within the amended 'RCVS Specialist Information and Guidance Pack'. Following a series of submitted applications with varying levels in detail, reflection, and interpretation of the expected date requirements of continued professional development (CPD), there was a need to make the guidance clearer.
23. There was some concern regarding the emphasis of specialist requirements to include 50 hours of reflected CPD per annum. It was felt that imposing a minimum limit of CPD hours to an individual applying for/maintaining specialist status could adversely affect a range of individuals who, for whatever reason, have to step away from the profession for a period of time.
24. It was decided that the Chair of the Specialist subcommittee and the Chair of the CPD Subcommittee should meet to agree on the most appropriate solution for CPD requirements/year and the amount of reflection required and present the outcome at the next Education Committee.

Action: The RCVS to facilitate a meeting between the Chair of the Specialist Subcommittee and the Chair of the CPD Subcommittee.

CertAVP Subcommittee

25. The Chair brought to the attention of the committee two actions in the minutes. The subcommittee had asked Education Committee to discuss the 40 clinical credits requirement for AP qualifications, but after reviewing the qualification criteria in the AP guidance notes, this did not apply to CertAVP designations and no longer needed to be discussed. The subcommittee had also discussed using AP panel members to review synoptic exam questions and as such would need to reimburse for their time, but having reviewed implementation of the new policy this wouldn't be necessary.
26. The committee was informed that the subcommittee had made a recommendation to remove the ability to apply for equivalence. Since applications for equivalence had been directed to the providers, they had encountered problems regarding recognition of prior learning and double counting of work. The historical option of applying for equivalence no longer seemed relevant and the subcommittee agreed that the option to apply for equivalence of modules should be removed. Education Committee approved this recommendation.
27. The Chair informed the committee that the subcommittee met on 15th February and following approval of the new synoptic policy, whether to allow compensation within and across the exam cases had been discussed. The subcommittee agreed to allow compensation across the five constructs within a case but not compensation across the three cases.

28. Education committee was unclear on the constructs and how this would ensure candidates were not able to overcompensate on some areas and asked for this to be brought back to the next meeting.

Action: Paper re compensation within the synoptic marking scheme to be discussed by EC in May

Veterinary Clinical Career Pathway

29. The committee were informed that the membership of the Veterinary clinical career pathway (VCCP) working group had now been confirmed and the chair of the group appointed: Professor Nicholas Cooper. The first meeting of the group would be in March so Education Committee would be updated of their progress at their next meeting in May. Education Committee noted and approved the terms of reference for the working group.
30. The committee noted a letter from the American Board of Veterinary Practitioners (ABVP) regarding re-evaluation of their qualification to consider if it is equivalent to other qualifications that members can use in order to become a RCVS specialist. The committee agreed that the letter should be passed on to the new VCCP working group as well as the Specialist subcommittee.

Action: ABVP letter to be reviewed by VCCP WG and Specialty subcommittee

Apprenticeships

31. A paper on apprenticeships was received, summarising the key points from the panel discussion held at the London Vet Show. The committee felt it was important to continue the conversation about apprenticeships. The committee suggested that apprenticeship degrees would be high on the political agenda of all parties, and there could be changes happening after the anticipated general election and therefore it may be prudent to wait to make any major decisions. It was felt that, in the meantime, it would be worth the RCVS facilitating the setup of a trailblazer group, by bringing together the employer groups, but to be aware of the heavy burden of bureaucracy and compliance involved in all levels of apprenticeship. The Committee understood that the progression and performance rate of longer apprenticeship degrees dropped off significantly, which then impacted on funding, as it tended to be end-loaded (i.e., the funding is provided for those who complete, not for those who enrol) and therefore apprenticeship degrees that worked best were nested, so that there were several exit points. Major employers, on the other hand, were currently willing to support large numbers of candidates through the SME exam and may therefore see a value in the apprenticeship route.
32. Mrs Howarth informed the Committee that Veterinary Nursing already had three apprenticeship routes and were beginning to explore an apprenticeship degree, but this had stalled during covid. The Committee agreed that it was important to include Veterinary Nursing and all the associated professions in the further discussions.

33. It was suggested that the next step would be to carry out research into existing schemes and see what can be learned, to put a project plan together and to start the research. However, this work was not felt to be urgent, and needed to be fitted into the education team resources.

Statutory Membership Exam (SME)

34. Education Committee reviewed the candidate numbers presented to them and were interested to find out why an increased in number of candidates were from certain countries, for example, Nigeria. It was suggested the Education Department look at the SME pass rate for those countries who have a lot of candidates each year as it may be useful when considering direct accreditation.

ACTION Education Department to look at pass rates.

35. Regarding external courses, the Education Committee agreed with the SME board that the RCVS should not recommend or endorse courses aimed at SME candidates and to make it clear and that a course is not obligatory. Education Committee agreed the changes to the guidance as stated in the paper and suggested that they should be reviewed by a past candidate, for clarity, before publication.

36. Education Committee understood that a paper regarding the support of refugees to sit the SME was being discussed at Finance and Resources Committee (FRC) on 29 February 2024. Education Committee would receive an update regarding changes to the relationship between the Refugee Council and the College at its meeting in May.

ACTION: Education Department to bring update in May

37. Mrs McLaughlan, Chair of the SME Board provided an update on the minutes of the SME Board. The Committee noted that there had been an increase in the number of candidates requesting a reasonable adjustment (RA). This was becoming more difficult and time consuming to review due to increase in numbers, differences in RA requests and the variety of reports/letters from candidates who have had diagnosis made in many different countries. Many of the letters/report received stated the diagnosis but they did not state information about the tests that had been completed or suggest a recommended RA. The committee asked if the College's actions were in line with those of the Vet Schools. It was explained that the College does not have the same access to occupational health assessors as the Vet Schools and Veterinary Nursing training providers.

38. Dr Prescott-Clements informed the Committee that she had recently attended a regulatory group support network. Different regulators shared information about how they review and make decisions about RAs and how much extra time should be given in certain circumstances. It was understood that many regulators put the onus on the candidate to stipulate the RA needed with evidence from an approved source. The current SME RA policy would be reviewed with amendments from the discussion of the committee, along with relevant findings from other regulators.

Primary Qualification Subcommittee (PQSC)

Minutes of the meetings held on 5 December 2023 and 24 January 2024

39. The committee were updated regarding the PQSC meetings of December 2023 and January 2024 that did not form separate agenda items.
40. From the December minutes, members heard that PQSC agreed for the Surrey Veterinary School focussed revisit report to be returned to the School for its 2 month consultation period, where the School could respond to panel member recommendations and suggestions. Once returned this would go to the April PQSC meeting for consideration, and a recommendation on accreditation classification be presented to the Education Committee in May.
41. It was reported that PQSC feedback for the Aberystwyth/RVC joint veterinary degree programme had been returned to the schools. At a previous meeting, there had been a query regarding potential implications for the RVC programme if the external examiners found issues with the Aberystwyth/RVC joint final year exams. The RCVS Registrar had been consulted regarding this potential scenario and had noted that if the RCVS external examiners found a problem with the final year exams for the joint programme, it would be brought back to PQSC. It would then be PQSC's decision whether to recommend triggering an earlier accreditation visit to the RVC only programme.
42. The Education Committee also heard that the PQSC feedback for Harper & Keele Veterinary School had been sent to the School. The Terms of Reference for the external examiners had also been sent to Harper & Keele to be reviewed by their Joint Academic Board.
43. Further feedback following the visitation to the Royal (Dick) School of Veterinary Studies, Edinburgh University, had been provided by PQSC and had been sent to the School.
44. The committee also heard that the consultative accreditation event rubric had been returned to Utrecht Veterinary School.
45. Members were updated regarding two items from the January minutes. The first being an agreed definition of a lay person. It was explained that this had now been clarified with PQSC as; *An individual who is neither regulated by the RCVS, nor qualified as a veterinary surgeon or Registered Veterinary Nurse, nor studying to be either. This individual has never been registered by the RCVS and does not hold qualifications that would entitle them to be registered.*
46. The second update was an addition to the PQSC Terms of Reference (ToR). This had resulted from PQSC discussions regarding conflicts of interest, and as such, the addition reads; *Members of PQSC will come from a variety of backgrounds, and whilst individuals will bring their experience and expertise from their home institution/employer, the role of members on PQSC is to represent the RCVS and the profession and support the work of the committee.*
47. Some members of the Education Committee expressed concern that the December PQSC meeting had become inquorate and wanted to know if this had occurred previously. It was

explained that this had been a one-off occurrence as one member needed to leave early, and another member was already in a breakout room. Whilst it was acknowledged that the minutes had referenced this, it was requested that this be made clearer in the minutes when a member left the meeting.

48. It was felt that PQSC was an important committee, and that it should not reach a stage where half the members were not present, leading to it becoming inquorate. Members requested to know a breakdown of attendance at PQSC meetings.

Action: State in the minutes when someone leaves a PQSC meeting, at the point they leave, rather than at the beginning of the minutes.

Action: Provide PQSC attendance to future Education Committee meetings.

Review of RCVS Day One Competencies: Project Initiation Document (PID)

49. The Education Committee heard how a review would be taking place this year to consider the existing Day One Competences (D1Cs) and whether they were still fit for purpose. The review would also consider the use of Entrustable Professional Activities (EPAs) to assess holistic competence, in line with other similar professions, and to take lessons learned from other health professions who have been using EPAs for many years. The Education Committee were asked for support in commencing this work.
50. Some members queried where the budget for this project would come from. Members were assured that although the budget would be tight, it would be a relatively low-cost project to run as the desktop research would be the first step and that could be completed in-house as there is a lot of research already online.
51. It was queried if the department had staff capacity, especially as there were already several large projects ongoing in the department. It was explained that the previous year had seen ten accreditation events, whereas this year there were less, and so this would enable staff to have more time to work on the review.
52. One member urged the team to be mindful of language around EPAs as it was felt that sometimes people could get confused with Learning Outcomes (LOs). It was further noted that definitions of EPAs, and what they should do, altered between different countries.
53. Members welcomed the development of EPA use, with some suggesting that work in this area had already been completed by others and that the RCVS could use this work to build upon.
54. A query was raised regarding how the possible changes to the composition of Council and Education Committee could impact on decisions about the project. It was commented that, whilst Education Committee needed the expertise from veterinary school representation, this raised concerns about proposals for Veterinary Schools Council to have a majority of seats on Education Committee. It was felt that as they would be required to make decisions on things that would impact on their own vet schools, this could create a significant conflict whereby members are, in effect, "marking their own homework."

55. It was clarified that although Council had voted on the new composition, this was not in place yet as it still needed to go out for consultation.
56. A question was asked regarding the implementation of any changes as a result of the Day One Competences review. Members heard that once the changes had been approved, the roll out would begin with the incoming cohort of Autumn 2025, and that students already on course would remain on the existing Day One Competences for the duration of their programme.
57. The Education Committee agreed to the proposal for the Day One Competences review.

Action: Commence with the Day One Competences Review.

Any Other Business (AOB)

Thematic Analysis

58. The committee noted a paper describing the findings of the European Association for Quality Assurance in Higher Education (ENQA) report with regards to standard 3.4 Thematic Analysis, which was not fully met by the RCVS at their review.

Official Veterinarian Designation Course

59. Following the Q & A session with EMS Coordinators in January 2024, one attendee raised a query about an online course that they were currently running, and whether it counted as EMS. This course used to be delivered in-person, however, is now completely delivered online. The current EMS Policy and Guidance states clearly that online learning is not considered to be EMS. Clinical EMS placements are where, through experiential learning in real workplace contexts, students are able to further develop their clinical, technical and professional skills that they have been taught formally in the programme.
60. At the RCVS/VSC joint officer meeting on 16 February 2024, VSC requested that consideration of the Official Veterinarian Course (OVDC) could be reconsidered as an acceptable form of professional EMS. One member noted that their understanding of the current requirement for this to be a remote course originally stemmed from the Food Standards Agency (FSA), to bolster the work force and encourage students from overseas, allowing greater access to all. It was highlighted that this course had previously been an elective rotation at the school offering it, however the course had moved to be classed by them as EMS.
61. Another committee member representing the VSC made the argument that the course was useful for students in gaining experience in an area of the profession where there was currently a shortage. However, it was argued that despite the course being a beneficial addition to the curriculum, it did not align with the purpose of EMS, which is to allow a student to encounter 'real life' experiences. It could also be offered as an elective. Therefore, Education Committee voted in agreement that the OVDC did not meet the requirements to be counted as an EMS placement.

EMS Policy

62. The final EMS policy, with changes agreed at the last Education Committee Meeting, was presented to note.

Date of the next meeting

63. The date of the next meeting is the 21 May with the new start time of 9.30. The meeting will be held remotely.

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Advanced Practitioner status qualification approval
Summary	Qualifications approved as eligible for applications by the Advanced Practitioner panel
Decisions required	<p>To approve the qualifications recommended by the AP panel <i>(a summary of the qualification and the subcommittees discussion will be presented by the Chair of AP panel, Professor Stephen May).</i></p> <p>To approve the addition of a designation in Veterinary Neurology</p>
Attachments	None
Author	Laura Hogg Senior Education Officer L.hogg@rcvs.org.uk / 020 7202 0736

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	

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'.
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Qualification approved by the AP panel as eligible for application for AP status in small animal surgery:

- University of Central Lancashire, postgraduate certificate in Small Animal Soft Tissue Surgery

Qualification approved by the AP panel as eligible for application for AP status in Veterinary Neurology:

- ESAVS (University of Luxembourg) Certificate of Small Animal Veterinary Practice (Neurology)

As there is no current designation in veterinary neurology for Advanced Practitioner status, Education Committee is invited to consider approval of this as a new designation listing.

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Minutes from the meeting on the 15 April 2024
Summary	Minutes from the meeting of the CPD Policy and Compliance subcommittee on the 15 April 2024.
Decisions required	None
Attachments	None
Author	Jenny Soreskog-Turp Lead for Postgraduate Education j.soreskog-turp@rcvs.org.uk / 020 7202 0701

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	

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CPD Policy and Compliance sub-committee Notes of the meeting held on 15 April 2024

Present:	Linda Ford	Chair
	Jessica Beckett	
	Claire Bloor	
	Danny Chambers	
	Donna Lewis	
	Stephen May	
	Stephanie Richardson	
	Alison Reid	
	Holly Witchell	
	James Wood	
 In attendance:	 Joanne Stetzel	 Head of Marketing and Digital Communications
	Jenny Soreskog-Turp	Lead for Postgraduate Education
	Rebecca Smith	Education Officer

Welcome and Apologies

1. The Chair welcomed everyone to the meeting.

Minutes of the meeting on the 16 October 2023

2. The minutes of the meeting held on 16 October 2023 were received and approved as a true and accurate record.

Matters arising

3. Most actions from previous meeting were covered by the agenda but the committee heard that the Education team is working with colleagues in the IT department to create CPD reports showing the profile of members who do not yet reflect on their CPD.

Comms Update

4. Ms Stetzel provided an update about CPD comms plan and various activities that have taken place over the last six months to promote CPD and reflection, including articles, social media posts and attendance at conferences. She thanked members of the committee that had

shared social media posts with their followers and members confirmed that they were happy to continue to help. It may also be helpful to ask the officer team to share any relevant posts.

5. She also informed the committee that they have a new web content developer in the team and they will review the information on the RCVS website. They have started with the CPD section, so all information is now on one page to make it as easy to understand as possible. The most popular topics viewed were 1CPD access, what counts as CPD and reflection.
6. The Committee felt that campaigns and updates to the website were positive but some members reported that some of the colleagues were still unaware that reflection was part of the requirement. The committee thought it would be useful if we could track any changes either in access to the CPD course/website, logins to 1CPD or activities recorded and reflected on to measure how successful each campaign is.

Action: Comms to investigate how to measure success of CPD campaigns

7. The committee discussed the balance between comms to raise awareness of the policy and the need to promote improved functionality in 1CPD such as audio notes with the compliance side and contacting members who are non-compliant via emails and letters. It is important that compliance with the CPD policy is closely monitored and acted upon. The committee suggested push notifications via the app as well as email reminders for non-compliance.
8. The committee discussed if non-compliance was most common amongst a particular age group and noted that 1CPD usage is the lowest amongst older male members, but welcome provision of a more detailed report for next meeting.

Action: Report on profile of non-compliance members at next meeting

1CPD Data/Letter from Rev A Wright

9. The committee received and noted the 1CPD data report and a letter from Rev Wright in regard to CPD obligations and mental health.
10. The Committee felt the author of the letter was not fully informed as to the flexibility of the CPD policy in terms of range of activities that can count as CPD as well as the ability to pause CPD. The committee discussed how difficult it is to debunk the common myths around CPD particularly amongst members who do not read / engage with RCVS comms. The committee reflected that it would be useful to consider a mini re-launch campaign where common misunderstandings such as what can be counted as CPD and ease of recording including voice notes can be explored.
11. The committee felt that it is important that we are transparent in communicating with members about the importance of CPD and recording and that it is part of being a professional and a professional obligation. The communication needs to be straightforward and explain that this is a non-optional part of holding professional status and something that they need to do in order to retain their status as a veterinary surgeon or a veterinary nurse.

12. It was discussed what it means to be a 'compassionate regulator' as this is commonly used by members who are non-compliant who feel that we should not enforce CPD for compassionate reasons. It is important that RCVS as the regulator can uphold standards and protect the public.
13. The committee felt that it is not supportive or compassionate to allow registered members not to do CPD as we need to ensure that each member remains a competent professional, and they need to keep up to date which includes CPD compliance. It is privilege to be part of regulated profession and the committee felt that we need more comms around this topic not just around CPD so it should be considered as part of wider strategic discussions at RCVS Council.
14. The committee discussed options for enforcing CPD through registration renewal but recognised that until we have new legislation that is not possible. It is however one of the priorities of the legislative working group.
15. The committee felt the RCVS should explore what more can be done to promote CPD compliance through the PSS scheme and if there is potential to introduce further requirements or awards around CPD and compliance.
16. The committee also felt being in 'good standing' should only apply to members who were CPD compliant and it should also be a requirement to stand for council election.

Action: Education Team to explore options for compliance with PSS and Prof Con/Registration

17. The committee asked to see a copy of the response sent to Rev A Wight.

Action: Copy of the RCVS response to be circulated to the committee.

Any other business

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

Follow up of non-compliant members

Alison Reid , Claire Bloor, Holly Witchell and Danny Chambers left the meeting for this item

19. As part of the follow up action from last year 400 letters were sent out to members who were either not using 1CPD or had not recorded enough hours and the outcomes were presented to the committee. A recommendation to refer 80 veterinary surgeons and 49 RVNs who remain non-compliant for 2022 to prof con was approved.

Action: Refer 129 members to prof con for CPD non-compliance

20. The committee also reviewed compliance for 2023 and noted that more than 7000 Veterinary Surgeons and RVNs are non-compliant. They were reassured that the number is likely to slightly lower as many have contacted the RCVS to ask for more time to update records. The

high number was still concerning, and the committee felt that it needs to be highlighted in Education Committee/VN Council and RCVS Council.

21. The committee agreed that we send an email to all non-compliant members advising them that are now non-compliant and the CPD Policy and Compliance Committee are reviewing their records. They have two weeks to update records. Following the deadline letters in groups of 200 will be sent out as a final reminder before the cases are referred to Prof Con.

Next Meeting

22. The next meeting is on the 25 June 2024

Jenny Soreskog-Turp

April 2024

j.soreskog-turp@rcvs.org.uk

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Update from the CertAVP subcommittee
Summary	Minutes from the meeting of the CertAVP subcommittee on the 15 February 2024
Decisions required	To note
Attachments	None
Author	Laura Hogg Senior Education Officer L.hogg@rcvs.org.uk / 020 7202 0736

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	

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Minutes of the CertAVP Sub-Committee meeting held on 15 February 2024

Present: Rob White*
James Horner
Abbie Calow - Chair
Matt Jones
Liz Chan
Ros Carslake
James Wood
Claudia Hartley*
Rachael Gregson

In Attendance Laura Hogg
Linda Prescott-Clements
Jenny Soreskog-Turp

*Absent

The meeting was held remotely by Microsoft Teams.

Apologies for Absence

1. Apologies were received from Rob White and Claudia Hartley.

Declarations of interest

2. There were no new declarations of interest.

Minutes

3. The minutes of the meeting held on 21 November 2023 were held as a true record.

Matters arising

4. All matters had been actioned or were on the agenda for discussion.
5. The subcommittee was informed that an internal QA process for reviewing synoptic exam questions was being developed as per the new policy; and therefore there is no longer a need for the AP panel to review questions or for FRC to consider any further finance implications.

6. The subcommittee were notified that the 40 clinical credits requirement for Advanced Practitioner (AP) qualifications did not apply to CertAVP designations as per the AP guidance, and that the subcommittees recommendation to remove the option of equivalence would be discussed at the next Education Committee meeting.

Veterinary Primary Care (VPC)

7. Dr Prescott-Clements introduced the paper and gave the subcommittee an update on the Veterinary Clinical Careers Pathway (VCCP) project and how the VPC designation links to this in the wider context. The work had only been approved in November last year by RCVS Council and one of the workstreams is to develop a new speciality training programme for vet GPs.
8. The subcommittee discussed how the designation title did not seem to reflect the learning outcomes and module combinations as they did not appear to be clinically focussed, and instead more based on practice management. There was discussion around the learning outcomes and how a candidate could demonstrate that they were at an advanced level. The subcommittee commented that the use of epidemiology in the learning outcomes needed to be amended.

ACTION – amend wording in document

9. There was a suggestion that the VPC designation could link to Nottingham's synoptic in Small Animal Clinical Practice, however the module combinations did not align and the VPC designation is not specifically small animal focussed.
10. Dr Jones mentioned how they had recently launched a primary care focussed teaching hospital in the vet school, and the subcommittee enquired as to how they were assessing those skills. Dr Jones told the subcommittee that they had reviewed the Day One Competences and developed them into EPAs, but this would not really work for the synoptic exam as it would be hard to distinguish the advanced level.
11. As the designation is not species specific it was suggested that in order to meet the learning outcomes it may be helpful to use a more generalised approach to structure and question writing. There were suggestions that some more common cases could be used as a baseline and then ask the candidate to expand on how they would manage the case from a clinical management and leadership perspective.
12. The subcommittee agreed that a synoptic exam should be run for this candidate, as they had formally applied and had been informed they would be able to sit an exam for this designation. However, as no other candidates had applied to sit the exam, the designation would be removed for now for any other candidates whilst the VCCP work was underway.
13. The subcommittee was asked to send through names of any possible examiners for this exam and also volunteered to keep in touch and liaise with the examiners for the exam should they require any guidance.

14. There was discussion on the format of the exam in light of the new synoptic policy, where the candidate has the option to submit the content of a clinical portfolio in place of one of the unseen cases. The subcommittee felt that a portfolio option would be very difficult for this designation and agreed the format of the exam should be three previously unseen cases.
15. The subcommittee discussed whether to change the designation name, however as the designation would no longer be available for other candidates this was not felt necessary at this time.
16. There was also a suggestion to add to each designation document what the designation subject area would cover.

ACTION – subcommittee to email secretary with suggestions of examiners
ACTION – VPC designation to be paused for any other candidates in light of VCCP work

Synoptic exam pass mark

17. Dr Prescott-Clements introduced the paper and explained that the synoptic policy review is almost complete but we still need to finalise the approach to calculate the pass mark for candidates in terms of whether compensation across the five constructs, and / or across cases, will be allowed. The previous mark scheme had weighting of marks where the new marking scheme has a cut score pass mark set at 3 (out of 5) for 'Satisfactory', so different levels of compensation could be used.
18. One option would be to allow compensation across the five constructs within a case, taking an average mark across the five constructs with a candidate needing to achieve a 3 (Satisfactory) or above to pass the case. Another consideration was whether a candidate needed to pass all three cases to pass the exam.
19. The subcommittee noted that to not have compensation in a case could be quite restrictive meaning a candidate could fail on minor errors, and it is not usual practice for an exam at this level, and felt it was fair to have compensation across the constructs within a case. There was discussion on how the pass mark was set at satisfactory and should a candidate fail a case they would have been achieved marks of 1 or 2 (Very poor/Poor). For an exam at this level the subcommittee felt the candidate should need to be marked as Satisfactory in all three cases to pass the exam. There was a query on the rubric as to no examiner prompting in the exam, the subcommittee were assured this would be addressed in the examiner training later in the year.
20. There was some discussion the level of knowledge and understanding needed at an Advanced Practitioner level, the subcommittee were informed that this would be addressed in the second VCCP workstream that will define roles and responsibilities in the veterinary team.
21. The subcommittee agreed that compensation should be allowed between the five constructs but not across the three cases. A candidate would need to pass all three cases in order to pass the exam.

ACTION – Education Committee to approve compensation across constructs within cases

Edinburgh synoptic observer form

22. The observer form from the Edinburgh Cattle exam was noted.

RVC QA report

23. The examiner and observers' reports from the GSAS and ECC exams were noted.

24. The subcommittee observed that the candidates satisfaction rate for the C modules was lower than for the A and B modules. Dr Chan explained that the C modules are run as assessment only and the candidates don't have as much direct support as they do with the A and B modules where they would have a personal tutor, although they are always able to ask for any support needed. Some candidates join for C modules after taking modules with other providers.

Statistics

25. The statistics were noted.

Any other business

26. Mrs Carslake asked if the updates to modules would be continuing, and that some of the links to the modules on the RCVS website weren't working.

ACTION – secretary to circulate the next modules to update and check website links

27. Dr Prescott-Clements informed the subcommittee that an annex on Conflicts of Interest would be added to the synoptic policy. To ensure that it was appropriate for all, the providers were asked to send through their conflict-of-interest documents.

ACTION – providers to send through their conflict-of-interest documents

Date of the next meeting

28. The date of the next meeting is 24th June at 10am.

Laura Hogg
February 2024
l.hogg@rcvs.org.uk

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Compensation in synoptic exam cases
Summary	The new synoptic policy was approved last year by the Education Committee. The CertAVP subcommittee discussed the policy of whether to allow compensation within and across exam cases. The subcommittee agreed to allow compensation across the five constructs within a case but not compensation across the three cases.
Decisions required	To agree the subcommittees recommendation to allow compensation across constructs within a case.
Attachments	None
Author	Laura Hogg Senior Education Officer L.hogg@rcvs.org.uk / 020 7202 0736

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	

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1. At its meeting of the CertAVP subcommittee on the 15th February, following approval of the new synoptic policy, the CertAVP subcommittee discussed the approach to calculating the pass mark for candidates in terms of whether compensation across the five constructs, and / or across cases, will be allowed. The previous mark scheme had weighting of marks where the new marking scheme has a cut score pass mark set at 3 (out of 5) for Satisfactory, so different levels of compensation could be used.
2. One option discussed was to allow compensation across the five constructs within a case, taking an average mark across the five constructs with a candidate needing to achieve a 3 (Satisfactory) or above to pass the case. Another consideration was whether a candidate needed to pass all three cases to pass the exam.
3. The subcommittee noted that to not have compensation in a case could be quite restrictive meaning a candidate could fail on minor errors, and it is not usual practice for an exam at this level, and felt it was fair to have compensation across the constructs within a case. There was discussion on how the pass mark was set at satisfactory and should a candidate fail a case they would have been achieved marks of 1 or 2 (Very poor/Poor). For an exam at this level the subcommittee felt the candidate should need to be marked as Satisfactory in all three cases to pass the exam.
4. The subcommittee agreed that compensation should be allowed between the five constructs but not across the three cases. A candidate would need to pass all three cases in order to pass the exam.
5. Education committee is asked to approve the subcommittee's decision.

Summary	
Meeting	Education Committee
Date	21 May 2024
Title	Minutes from the Veterinary Clinical Career Pathways (VCCP) Working Group meeting on the 20 March 2024
Summary	Minutes from the meeting of the Veterinary Clinical career pathway working group on the 20 March 2024
Decisions required	None
Attachments	None
Author	Jenny Soreskog-Turp Lead for Postgraduate Education j.soreskog-turp@rcvs.org.uk / 020 7202 0701

Classifications		
Document	Classification¹	Rationales²
Paper	Unclassified	

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Veterinary Clinical Career Pathways Working Group Notes of the meeting held on 20 March 2024

Present:	Nick Cooper	Chair
	Heather Bacon	
	Erin Burnett	
	Tim Charlesworth	
	Karen Coumbe	
	Eilidh Corr	
	* Phil Cramp	
	John Fishwick	
	* Emily Gascoigne	
	Jennifer Hammond	
	Peter O'Hagan	
	Aoife Reid	
	Adam Tjolle	
	Kirsty Young	
In attendance:	Linda Prescott-Clements	Director of Education
	Julie Dugmore	Director of Veterinary Nursing
	Jenny Soreskog-Turp	Lead for Postgraduate Education

*Absent

Welcome and Apologies

1. The Chair welcomed everyone to the first meeting of the Veterinary Clinical Career Pathways (VCCP) Working Group. It was noted that Emily Gascoigne and Phil Cramp had sent their apologies.

Declarations of interest

2. Members were reminded to return their completed declaration of interests forms to the Education Department. There was a query regarding what should be included on the form, and it was acknowledged that everyone is on this group because they have an interest in education and career progression within the veterinary sector. It is important for transparency that any interests, employment or other associations are declared so that the decisions of the group are less likely to be challenged by the profession.

Action: Members to send conflict of interest forms to JST

Matters arising

3. Earlier this month a press release was sent to all members introducing the working group and Dr Prescott-Clements updated the group about the positive reaction from various stakeholders. Several members of the profession have been sharing information on social media and Dr Prescott-Clements and the CEO had been invited to a meeting with European Board of Veterinary Specialists to discuss flexible route to specialisation further. She also attended a recent RCVS stakeholder event with positive feedback, and many offers from organisations and stakeholders to help with input and ideas.
4. Ms Soreskog-Turp informed the committee that several members had been in touch to express an interest in the stakeholder focus groups. Many were positive and excited to be part of this work. Several members from some of the big corporates have also been in touch and therefore we need to be mindful to ensure that the focus groups contain both corporate and independent vets. Ms Soreskog-Turp and President Sue Paterson will also introduce the work at a presentation at BSAVA.
5. The group felt that it is important that we are transparent with who is on the working group and they were informed that the information is available on the RCVS website but could also be included in BSAVA presentation.

Action: Update BSAVA presentation to include VCCP WG list of members.

Focus groups

6. The group noted the paper which sets out the aims of the first stakeholder focus group for workstream 1, 'Curriculum development for veterinary GP speciality training'. It will be an in-person event that is planned for the 3 May in London and the group was asked to consider if the suggested questions for discussion will meet the aims for the day.
7. The group discussed the importance of this training in helping to improve the retention and enhance recognition of veterinary surgeons working in clinical practice in primary care.
8. The group raised some concerns that we were using different description of the training such 'GP speciality training', 'speciality training in primary care' or 'first opinion'. Although part of workstream 2 will consider the names and descriptions of roles and statuses, it was agreed that their preference was to refer to training as "specialist training in primary care".
9. The group felt that it was important that students were aware of the work and were able to get involved. The group were informed that the RCVS visits all UK vet schools to speak to fourth year veterinary students prior to graduation; the veterinary clinical career pathway will be included as part of this presentation, but we can also ensure that we involve students in the focus groups or have separate sessions to discuss clinical career pathways and new speciality training in primary care.

10. The group discussed the need to consider flexibility within the training structure so that vets with experience may be able to count some of that towards the training. It is important to ensure that the programme is on the same academic level as other veterinary speciality training programmes. During discussion at Education Committee, the committee emphasised they wanted parity in the standard and even to the point of the duration of the training, because it was a real concern that there could be a 2-tier system.
11. The group felt that it is important that the focus groups discussed what makes a good veterinary surgeon in primary care and what the role of a specialist in primary care would look like. They felt that it is not only the person undertaken the training that will benefit but the whole practice team as they can share their experience and knowledge, which will also benefit clients and improve animal welfare.
12. The group suggested that we provide a list of equivalent learning outcomes from human primary care to start discussions at the stakeholder meetings to help generate ideas.
13. The group felt that it was important that we had a wide range of different stakeholders with different level of experience and perhaps also get the input from pet owners. There is a new patient group within the RCVS so proposals and ideas will be shared with them in due course.
14. The group agreed that the suggested questions were appropriate in order to reach the aims of the day and there were no further questions to add.

Invitations to tender (ITT)

15. Dr Prescott-Clements informed the group that several bids for ITTs had been submitted and two members of the Education team had initially scored each bid independently using the matrix and then compared scores and notes. They were both in agreement in regard to strengths and weaknesses. The working group has access to these notes as well as all of the bids in full if they wanted to add any information.
16. Four bids were received for workstream one and were all of high quality, but it was felt that two bids had less relevant experience within the veterinary and medical education context. The group agreed to invite the two providers with the highest combined score.
17. Three bids were received for workstream three, and Dr Prescott-Clements highlighted the comments and scored for each submission. The group agreed with the assessment and to invite the two submissions with the highest scores for interviews.

Action: JST to update the organisations of the outcomes and invite relevant parties to interviews
18. The group was asked if any members were available to attend the interviews which would take place on the 28 March and Professor Cooper and Professor Fishwick volunteered to be part of the panel.
19. The group would be informed via email about the outcomes of the interviews.

Any other business

20. A letter from the American Board of Veterinary Practitioners had been received and it was discussed by RCVS Education Committee in February and they recommended that it was passed on to this group and to the RCVS specialist subcommittee. The chair of the Education Committee had responded to the letter and informed them that we were holding several focus groups that they may be interested in attending.

21. It was mentioned that it would be useful to discuss the competition and market (CMA) report into the veterinary profession and the impact it would have on the VCCP work . It was agreed that it would be added to the agenda for the next meeting.

Action: Add CMA report to agenda for next meeting

Next Meeting

22. The next meeting is yet to be agreed to polls have been sent to members to complete.

Jenny Soreskog-Turp

March 2024

j.soreskog-turp@rcvs.org.uk