

Registered Charity Number
1065062

Registered Company Number
03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Report and Accounts

31 March 2020

**UK Centre for the Advancement of Interprofessional Education (CAIPE)
Company Information**

Directors and Trustees

President	Hugh Barr
Chairman	Richard Pitt
Treasurer	Pat Bluteau
Vice Chair	Maggie Hutchings Sundari Joseph
Secretary	Ann Ewens Linda Eyre Chris Sanders Nichola Mclarnon Juanjo Beunza Emma Smith Dawne Gurbutt Veronica O'Carroll Sharon Buckley Alison Machin Steven Garvey Andreas Xyrichis Laura Chalmers Chris Essen

Registered office

126 High Street
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Independent Examiner

Mrs Sarah A Smith BSc. (Hons) FCCA FCIE
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Bankers

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Charity registered number

1065062

Company registered number

03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

Review of Activities and Achievements

Introduction

This report is an important opportunity to acknowledge the valuable voluntary work achieved by individuals, particularly Board and Executive group members, on behalf of CAIPE. There has been much achieved by many individuals behind the scenes and all have helped during the past year to contribute to the work and continued development of CAIPE. Unexpectedly in March we were hit with the COVID-19 pandemic impacting on CAIPE activity and focus leading to the postponement and cancellation of events and meetings. Indeed, this is the first virtual Annual General Meeting for CAIPE. Fortunately, in June last year CAIPE had invested in Zoom for holding virtual meetings which has enabled functioning during these unprecedented times.

During the year CAIPE has continued to promote and support the need for IPE and collaborative working relating to relevant national and international bodies within health and social care. CAIPE has continued to respond to policy documents, consultations, reviews, responded to invitations to speak at national and international events, produced CAIPE publications and supported research activities. Within the organisation, CAIPE strategies, policies and systems continue to be developed to enable and ensure the continued evolution of the organisation through transparency and accountability. The CAIPE website has continued to be developed and updated which is a key instrument in communicating with its membership.

During the past year there has been a continuing national recognition in the UK of the importance of collaborative practice and interprofessional education (IPE). In response CAIPE has continued to work with commissioning, educational, professional and regulatory bodies and to support and strengthen the development of the IPE curricula and Interprofessional Collaborative Practice.

Communication with Members

An efficient website is fundamental in providing effective communication between CAIPE and its members. Indeed, Craven Digital Reports to the Board meetings demonstrate increased access by both members and non-members and significantly from overseas. We are continuing to populate the site and editing aspects of the web pages. An immense amount of work has been involved and special thanks must go to Emma Beal who has been and continues to be integral to steering this process. In particular in the latter part of this year the development of a COVID-19 resource page on the website. We are indebted to the knowledge and experience provided by our President, Hugh Barr in providing critical review of the web pages.

The CAIPE website continues to incorporate access to social media through both Face Book and Twitter. Through various CAIPE Board members and the Student Working Group we have continued tweeting, helping with increasing the awareness of CAIPE and gaining followers. We continue to engage with social media to promote CAIPE and have renewed activity on FaceBook. The monthly Twitter Chat has now been opened up to all followers and over the year we have had discussion on the following themes:

- 'Effective use of social networking media to promote IPE'
- 'IPE fit for the 21st century: how can UK national standards for the IPE management and delivery contribute?'
- 'The Interprofessional Experiences of Small Professions'

Thanks to the Student Working Group for the Twitter Chat initiative and supporting discussion. Many thanks to Stephen Garvey, Amira Chaudry, Gabriele Carlomagno Vilanov and Emma Beal (CAIPE Administrator for co-ordinating and capturing discussion).

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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The monthly production of the CAIPE E-Newsletter continues to improve but we need members to share experiences, innovations and opportunities through it. We have successfully sustained the monthly Guest Editorial drawing on the experience and expertise of our Board Members. The newsletter has ensured effective and informative communication with our membership and continues to provide links to the website, national and international developments of interprofessional education and collaborative working.

REVIEW INCOPORATION DOCUMENT

Governance has been enhanced in the clarification and development of policies and will continue to improve the functioning of CAIPE. In particular the membership approved the conversion to a Charitable Incorporated Organisation with the Charity Commission with a revised constitution following the 'Association Model'. This revision of the constitution will enhance the management and governance of CAIPE. We also will only need to submit an Annual Report to the Charity Commission and not to Companies House. Many thanks to the Board and in particular Stephen Ewens, Solicitor and Notary Public for the guidance and feedback on the development of the constitution. The application was submitted on 5th June 2019 and confirmation of successful application to convert from a Charitable Company to a Charitable Incorporated Organisation was confirmed on 20 May 2020.

Membership

CAIPE is primarily a membership organisation, and membership fees contribute to the majority of the annual income. Our present membership costs are as follows:

Individual membership including JIC £95

Corporate membership including JIC
£1600

Corporate membership not including JIPC
£850

Student membership £10 annually

Service user and carer membership £5 annually.

Membership fees remain as last year but will be reviewed annually in January.

Obviously, we still need to encourage membership and our current membership is Students 128 (previously 96), Individual 70 (previously 86), Corporate 34 (previously 36) and Service users 14 (previously 13). During this year we have had 151 members sign up for sponsored logins allowing direct communication to those in Corporate Membership.

We would like to warmly welcome the following new corporate members who have joined during the year: Sheffield Hallam University, Dundee University and University of Cumbria.

The method of communication with corporate members and their individual members has continued to be reviewed and updated. In particular, with the development of Sponsored Logins there has been increased uptake by staff, service users and carers and students in setting up individual access where they can set their own password associated with their own email address. They are then be able to access CAIPE resources and receive the CAIPE email newsletter and other information directly. Emma Beal our membership secretary should be congratulated in coordinating communication with members and maintaining the renewal process so efficiently.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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Taylor and Francis have been more supportive of CAIPE and this year we renewed our Journal Affiliation Agreement with the International Journal for Interprofessional Care securing the provision of the Journal to CAIPE members maintaining the same journal costs as last year until December 2024. In addition the publishers have agreed to: contribute an annual sponsorship amount of five hundred Pounds (£500) in support of the John Horder Award and to partner with CAIPE and the General Practice and Primary Health Care Section Council, Royal Society of Medicine; to contribute a biennial conference sponsorship of eight hundred Pounds (£800) in support of the Scott Reeves Award at the Interprofessional Global All Together Better Health (ATBH) Conference. As part of the sponsorship terms for both awards, the Publisher shall be granted the opportunity to promote the Journal in relation to the events. The details of the promotions shall be decided in conjunction with CAIPE prior to the event. The Journal Affiliation Agreement acknowledges the Journal of Interprofessional Care (JIC) as the official Journal of CAIPE and through the publishers marketing executive, CAIPE and JIC are working more closely on marketing both on each other's website and have produced a JIC/CAIPE pull up banner.

FIVE YEAR STRATEGY 2017-2022

At last year's AGM it was agreed that there would be no Board appointments as we were in the process of conversion to a Charitable Incorporated Organisation which would introduce a new constitution.

The following Working Groups and leads continue CAIPE Developments:

- International Liaison- Sundari Joseph
- Corporate Members & Forum- Maggie Hutchings & Sundari Joseph
- Service Users & Carers- Chris Essen & Emma Smith
- Student- Stephen Garvey
- Individual Members- Richard Pitt
- Promotion- Linda Eyre
- CAIPE/Routledge Publications- Hugh Barr, Alison Machin & Maggie Hutchings
- Research- Veronica O'Carroll
- Policy, Reviews & Consultations- Chris Sanders
- Awards- Richard Pitt, Maggie Hutchings & Sundari Joseph
- Consultancy & Workshops- Sundari Joseph
- Validating IPE/IPCP- Sharon Buckley
- CAIPE Governance- Alison Machin & Nicola McLarnon
- Learning & Teaching- Dawne Gurbutt & Juanjo Beunza

In the coming year and following the appointment of three new Board members we will be reviewing the number of Working Groups to align their objectives with the CAIPE Five Year Strategy.

Promotion

This group has continued developing the website and aims for 2020/21 to be:

- Increased visibility on all social media platforms
- Continued development of website
- Population of Individual and Corporate member profiles
- Increased presence at conferences

Special thanks to Linda Eyre and the members of the promotion group who have a continuing challenging task to maintain and update the website.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

Continued....

Awards

John Horder Award

The background to this award was presented in last year's Trustee Report and in the memory of John Horder and in the spirit of his thinking, the General Practice and Primary Health Care Section Council, Royal Society of Medicine, the Journal of Interprofessional Care and CAIPE jointly present an annual John Horder award to an interprofessional team working within the community demonstrating outstanding principles of collaborative working. There is an additional award presented to a prequalifying student from health and social care professions who has participated in interprofessional learning and working in the community.

The John Horder Award 2019 followed last year's AGM. Hugh Barr, CAIPE President welcomed attendees to the event. Hugh provided an insight and personal tribute to the man behind the John Horder Award, some of which is included in the CAIPE AGM Report and Accounts. Dr Sanjiv Ahluwalia, Postgraduate Medical Dean at Health Education England North Central and East London and General Medical Practitioner provided the Keynote presentation: "**Collaboration in General Practice- a personal perspective**". Sanjiv has had a long association with CAIPE for its knowledge, skills and expertise. He provided a personal perspective sharing the impact John Horder had had on his collaborative practice stating that the journey of interprofessionalism in General Practice is a team sport.

Award Winners 2019

Team Award: 'Tracing the prescription journey': a qualitative evaluation of an interprofessional simulation-based learning activity' Caoimhe Cooke¹, Gerry Gormley², Sharon Haughey², Johanne Barry²

¹Centre for Medical Education, Queen's University Belfast, Belfast, Northern Ireland; ²School of Pharmacy, Queen's University Belfast, Belfast, Northern Ireland

The project outlines the methods, results and discussion of an innovative medical and pharmacy interprofessional simulation-based learning activity, developed by a team of researchers in Queen's University, Belfast. The project was designed to address the need for medical and pharmacy professionals to work openly and effectively as collaborators, with the aim of addressing their professional hierarchies and pitfalls in order to minimise prescribing and dispensing errors.

Student prize: Describe and discuss an example of inter-professional working or learning with which you have been involved: '**Simulation Work Stations on Substance Misuse within the Primary Care Setting**'.

Erin Gilmour, Pharmacy Student, Robert Gordon University and President RGU for Aberdeen Interprofessional Society

One of the events the Society organised this year was on substance misuse within the primary care setting. When planning the event, the committee considered that this was a subject that would be relevant to most, if not all, of the health care professions. The resultant event was attended by 130 students and consisted of four separate work stations, three of which were led by a different professional group focussing on one aspect of care for patients with addictions, and the fourth was provided by two members of Narcotics Anonymous.

(more information in CAIPE June 2019 Newsletter).

Student

This group has continued to be engaged and pro-active in supporting CAIPE, interprofessional education, learning and collaborative practice. The aims for 2020/21 are:

- Revise student committee policy to include invited recent graduate members
- Maintain bi-monthly twitter chat

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- Plan workshops on IPE facilitation
- Offer at least one scholarship for a CAIPE student member to attend an international conference

Thanks to Amira Chaudry, Gabriele Carlomagno Vilanov, Stephen Garvey and Veronica O'Carroll and all members of the working group, especially the students, for their enthusiasm and creativity.

Service Users and Carers

This group has continued to evolve contributing to CAIPE Policy development, HEE funded projects and attract membership to CAIPE. The aims for 2020/21 are:

- Promote CAIPE and CAIPE membership
- Develop benefits for service user and carer members of CAIPE
- Develop service user and carer resources on the website
- Reflect service user and carer perspectives in CAIPE's activities

Many thanks to Emma Smith and Chris Essen for their energy and enthusiasm in taking forward this aspect of CAIPE's work.

Routledge CAIPE Publications

We are pleased that the fourth book in the 'Collaborative Practice' Series was published online in July 2019. "Collaborative Practice in Primary and Community Care" by John Spicer, Sanjiv Alhuwalia and Karen Storey. The effective delivery of primary care requires the good working of a multi-professional team who provide that care. This accessible and concise text explores the ways in which primary care teams can collaborate well to advance the quality of clinical care and enhance collaborative working across the healthcare system as a whole. Taking a workbook approach, and including examples, narratives, case histories and further reading, *Collaborative Practice in Primary and Community Care* brings together theory and good practice to offer the reader viable models for achieving excellence. Addressing specific challenges to practising collaboratively throughout, it contains chapters exploring the contemporary context of primary care, collaboration with patients, collaboration between different professional groups, collaboration amongst organisations, and the respective roles of education and technology in promoting collaboration. Written by a multi-professional selection of experienced authors, practitioners and educators, this textbook is designed for a wide audience of healthcare professionals with an interest in primary care.

A further title in preparation: Dave Roberts and Laura Middleton-Green on "Collaborative Practice in Palliative Care". Proposals for further titles were discussed at the CAIPE Away Day. Many thanks to Hugh Barr, Alison Machin and Maggie Hutchings for their continued endeavours.

Research

The group have mainly been working on writing the Top Tips for IPE Research paper. This was submitted for publication in January and is now under review. Noreen O'Leary, Catherine Stephen and Nichola McLarnon have now become members of the group. Veronica O'Carroll, Research Group Lead, said she would like to have Service Users join them. Those members of the group who are planning to attend ATBHX have sent abstracts based on the Top Tips paper. The Research Group have submitted to CAIPE Board a proposal to develop a survey review of the CAIPE 2017 Guidelines. Veronica O'Carroll said that they have put a suggested timeline in the protocol and that it could be done within 18 months.

The aims for 2020/21 are:

- To continue to enhance CAIPE's excellent scholarly reputation
- To capture and disseminate CAIPE's existing interprofessional scholarship activities

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- To provide a more prominent role for research and evaluation across the CAIPE membership

Many thanks to Veronica O'Carroll and group members for developing information and resources on the website.

Consultancy and Workshops

This year has been a successful one for the Workshops & Consultancy working group. They have held two workshops which have made important contributions to the finances of CAIPE. Their pages on the website have been updated and it looks more professional and interesting. Two more enquiries have been received from overseas, Budapest and Turkey however these are now on hold due to the COVID-19 pandemic. Due to this the group are exploring how workshops could be delivered virtually via the Zoom platform.

The workshops we can currently provide are:

- Introducing Interprofessional Education within your organisation- Ideas, Instruction, Infrastructure
- Interprofessional Education- Definitions, Dilemmas, Directions
- Developing Quality Facilitators: Tools, Tips and Techniques

Many thanks to Sundari Joseph and Lesley Diack in revising and developing these resources.

Validating IPE/IPCP

This group with the objective that CAIPE plan to involve national partners within the UK, including professional and regulatory bodies, students and service users, to develop a standards framework for the management and delivery of IPE and associated accreditation processes: Phase I

- Preparation of a draft standards framework using existing CAIPE resources as a basis (e.g. CAIPE Guidelines 2017).
- National consultation with CAIPE members, professional and regulatory bodies and other stakeholders on the appropriateness of the framework.
- Publication of agreed standards framework.

Many thanks to Sharon Buckley, Nicola McLarnon, Wendy Leadbeater and Laura Chalmers for leading on this development.

Learning & Teaching

This group has continued working around a number of themes considering how best to support Interprofessional Learning and Teaching. The scope is clearly very wide so initially the group is focussing on potentially developing three main themes:

- Preparing workshops on key areas:
 - Machine Learning, Artificial Intelligence.
 - How to transform IPE behaviours through role playing cases and movie scenarios
 - Curriculum development in HE: content and methodologies for Health Science Curricula
 - Embedding IPE in HE Learning and Teaching Strategies
- Reviewing Faculty support for delivering IPE – exploration of possibilities for webinar or other online resource
- Work on a shared article
- Raise awareness of IPE resources.

Group members are also exploring the possibility of visits to each other's institutions to raise the profile of CAIPE and also share best practice around strategically embedding IPE in HE provision.

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It is planned that the outcomes of these work streams would include webinars, guidance and case studies, workshops and articles all focusing on creating a space for collaboration within the curriculum, student experience and assessment and the 'hidden benefits' of engagement with IPE. Many thanks to Dawne Gurbutt and Juanjo Beunza for leading on this development.

International Liaison

This group has been very active adding member profiles with Research Gate links on the international web page. An enquiry form has been added and the group are now working on Podcasts with Emma Beal to give a visual presentation of the people involved. An Overseas Visitors service has also been added to host visitors. CAIPE will now charge a £100 admin charge to organise study tours. The diversity of our international group means this can be done globally. An International Publications and Reports page has been added which will be populated with international reports and translated CAIPE and other network publications.

Interprofessional.Global (IP.G) virtual meetings have continued to take place with the Interprofessional.Global Working Groups and Interprofessional Research.Global (IPR.G) developing the global growth of interprofessional education, collaborative practice/working and research (<https://interprofessional.global>). In particular Interprofessional.Global are working with Qatar University, Doha in promoting the All Together Better Health X Conference "Cultivating a Collaborative Culture: Sharing Pearls Of Wisdom", 24-27 October 2020, Qatar University, Doha, Qatar (unfortunately now postponed to 22-25 October 2021 due to COVID-19).

IP.G Working Groups meeting virtually:

- Partnership Facilitation
- Communications (facilitated by CAIPE Chair, Richard Pitt)
- Data repository
- Policy Development
- Finances & Funding
- Academic & Workplace Development

IPR.G Working Groups

- Situational Analysis
- Awards: InterprofessionalResearch.Global Research Awards named after three incredible World-renowned Interprofessional Education and Collaborative Practice (IPECP) Leaders: 'The Barbara Fifield Brandt Award'; 'The Hugh Barr Award' and 'The John H.V. Gilbert Award'. Dr Hossein Khalili, Co-founding Lead for InterprofessionalResearch.Global presented Barbara, Hugh and John with Distinguished Global IPECP Research Award plaques at the Collaboration Across Borders conference in recognition of their many years of contribution, development, passion research, support and commitment to IPECP.

Many thanks to Sundari Joseph for her perseverance in leading the International working group.

Corporate Members and Forums

This group supports Corporate Members ensuring a Board Member link and the provision of twice-yearly Corporate Forums. The CAIPE Forum meets in different parts of the UK and provides opportunity for CAIPE Corporate members to present on topical aspects of IPE showcasing their initiatives and for CAIPE to update Forum members on latest developments.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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CAIPE Regional Forum (previously Corporate Forum) 13th September 2019 hosted by Robert Gordon University, Aberdeen: Humanising Healthcare – Innovation as deliberate practice

Following an Introduction and welcome from Professor Elizabeth Hancock, Vice Principal and Laura Chalmers (Board member) we had the following presentations: IPL at Robert Gordon University – A Hearts and Minds Philosophy; “Lived experiences and collaborations without borders” Conor McAvoy, Brian Keely and Stephanie Morrison; and “Humanising Healthcare and the three horizon workshops” Dr Margaret Hannah. Many thanks to Robert Gordon University and Laura Chalmers for hosting the event (more information in CAIPE October 2019 Newsletter).

CAIPE Regional Forum 13th March 2019 hosted by University of East Anglia, Norwich: IPE: Leading and championing IPL: the art of stepping back to move forward.

Professor Dylan Edwards, Pro-Vice Chancellor welcomed attendees to this Regional Forum and Professor Susanne Lindqvist, CIPP Director provided an introduction and overview of the day. Anna Morgan, MBE, Director of Workforce presented on ‘What are we aiming for? which was followed by small group work for identification of key areas: we aim for when it comes to preparing our future workforce; and to consider when planning IPL opportunities in HE. ‘Facilitation of IPL’ by Nicky Hadlett & Dan Snelson was followed by open discussion on What have we done? What worked well? What will we do next? ‘IPL in Clinical Education’ by Prof Veena Rodrigues was followed by open discussion on What have we done? What worked well? What will we do next? Presentation of UEA IPE Society. The day ended with open discussion – ‘what will we do next as we lead and champion IPL?’ Identification of key action points to take forward in:

- HE;
- joining up HE and workforce agendas.

Many thanks to Susanne Lindqvist and colleagues at University of East Anglia for hosting the day

Many thanks to Maggie Hutchings and Sundari Joseph for their commitment to organising and supporting Regional Forums.

CAIPE Honorary Fellows

The CAIPE Honorary Fellows during the year have focused on submitting a research bid to the Dunhill Medical Trust. The deadline is in June to apply for £300,000 funding on collaborative leadership. This will allow them to develop a series of workshops which CAIPE can run over 3 years. Two aspects of the bid are not quite formalised including a survey of CAIPE members asking for their experience of working in or with Integrated Care teams. They will then look at case studies which will then inform a series of workshops.

Many thanks to Richard Gray, Liz Anderson, Susanne Lindqvist, Lesley Diack and Dawne Gurbutt.

Links with other UK organisations

CAIPE has continued its relationship/partnership with: National Association of Educators in Practice; International Foundation for Integrated Care; Education Inter-Regulatory Group (NMC, GMC, HCPC, GOSC, GOC, GDC, GPhC & PSA); and Health Care Professions' Educational Leads Group (BDA, RCOT, SoR, CSP, RCSALT, etc). In November we agreed an Affiliation Agreement with ASPIH Association of Simulated Practice in Healthcare.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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EVENTS

Lambeth Early Action Partnership Workshop- 12 June 2019

CAIPE Chair was the keynote speaker at the Lambeth Early Action Partnership Workshop. They were the Team winners of the 2018 John Horder Award and the workshop provided opportunity to explore the challenges and benefits of collaborative working through interprofessional education and the achievements reached by LEAP. It was an excellent workshop and opportunity to meet and discuss with stakeholders from the voluntary sector support provided to the Lambeth Early Action Partnership initiative (more information in CAIPE April 2019 Newsletter).

CAIPE Annual General Meeting- 13 June 2019

The CAIPE Annual General Meeting was held on Thursday 13th June 2019 and the Chair welcomed members to the Review of CAIPE Activities over the last year and approval of the Annual Accounts. The Chair reported that 2018/19 had been very active with Board members leading on various Working Groups. He thanked all Board members for their commitment and contributions to the continuing development and promotion of CAIPE (more information in CAIPE June 2019 Newsletter).

CAIPE Board Away Day: Theme: Evidencing Interprofessional Education and Practice - 27 June 2019 University of Central Lancashire (UCLAN), Preston.

Board members, through a World Café format, explored themes for potential future publications in the Routledge/CAIPE Collaborative Practice Series. Many thanks to Dawne Gurbutt and team for hosting the event.

CAIPE Symposium (previously Chairs Event), 'Into Research', Friends House, Euston, London. Friday 29 November, 2019.

Thirty-seven people attended the CAIPE Symposium to experience six oral presentations and three posters. This generated great critical discussion on research methodology and process which was enhanced by contributions from our CAIPE Fellows: Liz Anderson; Dawne Gurbutt; Lesley Diack; Susanne Linqvist and Richard Gray (more information/presentations in CAIPE November 2019 Newsletter).

Values Based Interprofessional Education and Practice Network 3rd Workshop 9th October 2019. "The Fourth Revolution- opportunities and challenges"- St Catherine's College, Oxford.

Following a successful annual Values-based Interprofessional Education and Practice Network workshop there was a planning group meeting (Liz Westcott, Ann Ewens, Laura Chalmers, Clair Merriman, Ashok Handa and Richard Gray). They are keen to promote their thinking and developments and have had an article accepted for JIC. The planning group would like to further promotion by involvement in conferences and with this in mind they would like to consider inclusion in the forthcoming KCL/CAIPE 2021 conference.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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Financial Position

CAIPE's financial position remains healthy, with surpluses on ordinary activities of £4,236.

Membership income increased from £37,312 (2019) to £42,012 this year.

Total reserves carried forward at 31 March 2020 were £83,264. Although the trustees are confident that the reserves are sufficient to secure the future of CAIPE and enable further investment in membership activities, the constraints of covid-19 and the financial effects on individuals and institutions will be felt for a very long time to come.

The trustees are satisfied that the financial position will enable them to meet all financial obligations as they fall due for at least 12 months from the AGM in June 2020, as required by charity regulations, and best practice.

Risk Assessment and Public Benefit.

The risks to the organisation, both internal and external are kept under constant review by the trustees. The guidance issued by the Charity Commission regarding public benefit has been considered by the trustees and is taken into account in decision making.

At the time of writing the longer-term effects of the global pandemic are unknown. The bulk of the membership fees are from UK Higher Education Institutions, which may experience income contraction during 2021, in particular. In mitigation of a drop in income CAIPE holds unrestricted reserves of £83,264, which the trustees feel is satisfactory to provide for any future loss of income and invest in the future of IPE. The trustees have produced a new constitution, fit for the future of the organisation and have just completed, in May 2020, the legal conversion of the company limited by guarantee into a charitable incorporated organisation, (CIO). The CIO structure is a modern flexible corporate body which maintains the previous registered charity status and will take the organisation forward.

Reserves and Investment Policy

At 31 March 2020, CAIPE had cash at bank balances of £86,424. There are 2 deposit accounts at Lloyds bank. A balance of £10,011 and £56,492, respectively bearing interest at 0.05%. The balance is held on a current account. The trustees are therefore able to access funds as required, whilst maintaining core reserves separately.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

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Statement of Trustees Responsibilities

The trustees listed on the Company Information page are directors for the purpose of company law and trustees for the purpose of charity law.

Charity Law and the Companies Act 2006 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity.

In preparing those financial statements the Board is required to: -

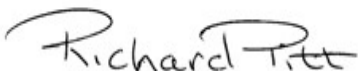
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

So far as the trustees are aware, there is no material information, of which the company's examiners are unaware.

For and on behalf of the trustees:



Richard Pitt
Chairman

25th June 2020

**UK Centre for the Advancement of Interprofessional Education (CAIPE)
Independent Examination**

**Independent Examiner's report to the trustees of CAIPE
on the accounts of the Charity for the year ended 31 March 2020**

I report to the charity trustees on my examination of the accounts of the charitable company (CAIPE) for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees (and also the directors of the company for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006, ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under s145 of the Charities Act 2011 ("the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah Smith

Mrs Sarah A Smith BSc. (Hons) FCCA FCIE
8 Main Street
Cold Overton Oakham

LEICS LE15 7QA 25 June 2020

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Statement of Financial Activities

For the Financial Year:

1 April 2019 to 31 March 2020

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income from:				
Members subscriptions	42,012	-	42,012	37,312
Gift aid	249	-	249	561
Donations	0	-	0	407
Workshops	8,957	-	8,957	0
CAIPE Events	1,235	-	1,235	84
Bank Interest	33	-	33	38
Publication sales and royalties	122	-	122	57
Total	52,608	0	52,608	38,459
Expenditure on:				
<i>Raising funds</i>				
Website maintenance and advertising	5,268	-	5,268	5,369
	<u>5,268</u>	<u>0</u>	<u>5,268</u>	<u>5,369</u>
<i>Charitable activities</i>				
CAIPE Events and Meetings	3,325	-	3,325	4,494
Scholarships and Awards :John Horder	1,650	-	1,650	4,661
Publications	5,408	-	5,408	5,623
CAIPE Workshops	4,543	-	4,543	0
Funded Projects	10,670	630	11,300	14,189
	<u>25,596</u>	<u>630</u>	<u>26,226</u>	<u>28,967</u>
<i>Governance and Administration</i>				
Secretarial incl post and stationery	9,616	-	9,616	9,894
AGM and Board meetings	6,373	-	6,373	6,452
Accounting services	1,080	-	1,080	946
Independent examination	360	-	360	295
Bank Charges	78	-	78	249
	<u>17,507</u>	<u>0</u>	<u>17,507</u>	<u>17,836</u>
Total	48,372	630	49,002	52,172
Net income/(expenditure)	4,236	-630	3,606	-13,713
Transfers between funds			0	0
Total Funds Brought Forward	<u>79,028</u>	<u>630</u>	<u>79,658</u>	<u>93,371</u>
Total Funds Carried Forward	83,264	0	83,264	79,658

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Balance Sheet

as at 31 March 2020

<i>The assets and liabilities of the charity:</i>	Notes	2020		2019	
		£	£	£	£
Current Assets					
Debtors		0		0	
Cash at bank and in hand		86,424		81,208	
Total Current Assets		<u>86,424</u>		<u>81,208</u>	
Creditors					
amounts due within one year		<u>3,160</u>		<u>1,550</u>	
Net Current assets			<u>83,264</u>		<u>79,658</u>
Total assets less current liabilities			83,264		79,658
NET ASSETS			<u>83,264</u>		<u>79,658</u>
<i>The funds of the charity:</i>					
Unrestricted income funds		<u>83,264</u>		<u>79,028</u>	
TOTAL UNRESTRICTED FUNDS			<u>83,264</u>		<u>79,028</u>
Restricted income funds		<u>0</u>		<u>630</u>	
TOTAL RESTRICTED FUNDS			<u>0</u>		<u>630</u>
TOTAL CHARITY FUNDS			<u>83,264</u>		<u>79,658</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



Richard Pitt

Chairman

Approved by the trustees on

25 June 2020

The notes on pages 15- 19 form an integral part of these accounts

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts

For the year ended, 31 March 2020

1 Accounting Policies

Basis of preparation of the accounts

The financial statements have been prepared on a going concern basis, under the historical cost convention and in accordance with FRS 102 as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective Jan 2015. The accounts have been drawn up in accordance with the provisions of the Charities Act 2011 and the Companies Act 2006.

The Statement of Financial Activities, SOFA, contains the same information and financial result as the Profit and Loss Account, and takes its place.

The particular accounting policies adopted are set out below.

Incoming Resources

Incoming resources are accounted for on a receivable basis where the amount is quantifiable, where legal entitlement has been established and where the receipt of funds is probable. Income will be deferred where appropriate.

In accordance with the Statement of Recommended Practice for Accounting and Reporting (effective Jan 2015) issued by the Charity Commissioners for England & Wales grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts

Investment Income

Bank interest received is included on an actual receipts basis.

Resources Expended

Costs are recognised as soon as a legal obligation can be quantified and the trustees consider that crystallisation of the cost is probable.

The policy for including items within the relevant activity of categories of resources expended is that the direct costs of providing services to members; publications, training events and associated travel and other expenses are shown as being the costs of charitable activities. All other costs are the indirect costs of running the charity and are shown as governance and management and administration. Specific statutory governance costs are shown separately from other administration costs.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)
For the year ended, 31 March 2020

Fixed assets and depreciation

All tangible fixed assets, except freehold land and buildings, are stated at cost less depreciation. Freehold land and buildings, where held, are stated at a valuation arrived at by a professionally qualified firm of valuers, who valued the assets on the basis of open market value in current use. Items of less than £500 are not capitalised.

In this Financial year, there are no fixed assets, and no depreciation charge.

Depreciation would have been provided at appropriate rates in order to write off the assets (less their expected residual value) over their estimated useful economic lives.

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds may be provided, from time to time, to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

Designated funds are those unrestricted income funds applied by direction of the trustees for a specific purpose (s).

The Restricted Fund set up to account for income and expenditures relating to the ATBH Conference held in 2016, was maintained during the year to expend surpluses from the conference in line with charitable objectives.

2 Going Concern

The charity is able to pay it's liabilities as they fall due, has no significant contingent liabilities or post balance sheet events that contradict this view and has sufficient reserves to operate for at least 12 months from the signature date of these accounts.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2020

	2020	2019
	£	£
4 Surplus for the financial year:		
This is stated after crediting:		
Revenue turnover from ordinary activities	52,608	38,459
and after charging:		
Independent Examiners fees	360	295
	2020	2019
	£	£
5 Events		
<i>CAIPE Events and Meetings</i>		
External Meeting Attendance	312	481
Chairs Event	0	2,286
CAIPE Symposium	2,307	0
Corporate Forums	706	417
Executive and Task Groups	0	1,310
<i>Sub total</i>	<u>3,325</u>	<u>4,494</u>
<i>CAIPE Workshops</i>		
University of Newcastle	2,897	0
Univeresity of Worcester	1,646	0
	<u>4,543</u>	<u>0</u>
<i>Funded Projects</i>		
<i>WCC Retreat</i>	0	8667
<i>ATBH IX</i>	0	3039
Patient Voices	0	109
IBE/VBP	1,259	1,790
HEE (South and Midlands)	10,041	584
<i>Sub total</i>	<u>11,300</u>	<u>14,189</u>
6 Investment Income	2020	2019
	£	£
Bank deposit interest paid	33	38
7 Creditors: amounts falling due within one year.	2020	2019
	£	£
Trade creditors	3,160	1,550
	<u>3,160</u>	<u>1,550</u>

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2020

8 Profit and Loss Account	2020	2019
	£	£
At 31 March 2019	79,658	93,371
Surplus (Deficit) for the year	<u>3,606</u>	<u>-13,713</u>
At 31 March 2020	<u>83,264</u>	<u>79,658</u>

9 Trustees remuneration and expenses.

Professional fees were paid to trustees as follows:

	2020
	£
E Smith	1,800
J Ford	1,800
R Pitt	3,220
S Joseph	<u>1,760</u>
	<u>8,580</u>

In addition a total of £4,089 (2019, £5,366 to 6 trustees) was paid to 5 trustees for travel accomodation and subsistence being a refund of out of pocket expenses for attendance at meetings and events.

There were no other related party transactions (2019: nil)

10 Restricted Funds

The trustees maintained the ATBH Restricted Fund in order to monitor the use of 2016 conference surpluses within charitable objectives.

The fund was held for work with the WCC and other collaborative projects, but was closed in this Financial Year with the expenditure of residual funds (£630) on workshops at 2 Universities.

Movement on the fund is given on the SOFA, page 13.

All remaining assets held at banks in current accounts and on deposit are Unrestricted Funds at 31 March 2020.

11 Share capital limited by guarantee

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is a member or within one year thereafter.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2020

12 Comparative table:

2019 Statement of Financial Activities, showing the analysis of funds

	Unrestricted Funds	Restricted Funds	Total Funds
	2019	2019	2019
	£	£	£
Income from:			
<i>Incoming resources from generated funds</i>			
Members subscriptions incl gift aid	37,873	-	37,873
Donations	407	-	407
Grant: Health Education England	0	-	0
Workshops	0	-	0
Miscellaneous income	84	-	84
Bank Interest	38	-	38
Publication sales and royalties	57	-	57
Total	38,459	0	38,459
Expenditure on:			
<i>Raising funds</i>			
Website maintenance	5,369	-	5,369
	5,369	0	5,369
<i>Charitable activities</i>			
Forums Chairs Events and Exec. Groups	4,494	-	4,494
Scholarships and Awards: John Horder	4,661	-	4,661
Publications	5,623	-	5,623
WCC Retreat	-	8,667	8,667
ATBH IX	-	3,039	3,039
ATBH and Other Workshops	-	2,483	2,483
	14,778	14,189	28,967
<i>Governance and Administration</i>			
Secretarial incl post and stationery	9,894	-	9,894
AGM and Board Meetings	6,452	-	6,452
Accounting services	946	-	946
Independent examination	295	-	295
Bank charges	249	-	249
	17,836	0	17,836
Total	37,983	14,189	52,172
Net income/(expenditure)	476	-14,189	-13,713