Registered Charity Number 1065062

Registered Company Number 03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Report and Accounts

31 March 2018

UK Centre for the Advancement of Interprofessional Education (CAIPE) Report and accounts Contents

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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 Kathrin Parkin Nichola Mclamon **Marion Helme** Veronica O'Carroll Shobhana Nagraj Alison Machin Amanda Squire

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Charity registered number 1065062 Company registered number 03409412

The Report of the Trustees For the year ended, 31 March 2018

Introduction

The trustees have pleasure in submitting their report and the financial statements for the year ended 31 March 2018.

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. Their responsibilities include all the responsibilities of directors under the Companies Acts and Trustees under the Charities Act. This trustees report incorporates the directors report required by the Companies Act 2006.

Structure, Governance and Management

CAIPE, a company limited by guarantee and not having a share capital, is governed by the conditions contained in its Memorandum and Articles of Association. In accordance with the governing documents, the Board is made up of no fewer than three and no more than twenty five trustees.

Copies of these documents are available from the Registered Office listed on the Information page.

In the event of a winding up, the liability of each member or any person who has ceased to be a member in the last 12 months is limited to one pound sterling. If upon winding up or dissolution there remains any property it shall be distributed to a charitable institution having objects similar to the company. The Board has the power to fill any vacancies arising in the year, any such appointments to be confirmed by members at the next Annual General Meeting. All appointments are for a three year term with annual retirement of 1/3 of the Board at each AGM by rotation. Any Board member may seek re election for a further full term, but thereafter may not seek re election for two years.

New trustees are briefed on their obligations under charity and company law, on the Board's decision making process and strategy and the recent financial performance of the charity.

Objects Vision and Purpose

The company is established to promote health and well being and to improve the health and social care of the public by advancing interprofessional education

Public Benefit Statement

The trustees confirm that they have had due regard, in all their decision making, as to the guidance published by the Charity Commission on public benefit.

The Report of the Trustees

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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.

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, developed its student membership and student awards, introduced individual award, developed its service user and carer membership, 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 and has been 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 work based interprofessional learning.

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 now at the stage of populating 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 and Debbie Holmes who have been and continue to be integral to steering this process. 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 Student Working Group we have continued to increase our tweeting, helping with increasing the awareness of CAIPE and gaining followers. The monthly production of the CAIPE E-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. Many thanks to Board Member Jenny Ford as co-editor of the E-Newsletter.

The Report of the Trustees

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<u>Membership</u>

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 JIPC £95 Corporate membership including JIPC £1600 Student membership £10 annually Service user and carer membership £5 annually.

It has been agreed by the Executive Group that membership costs should be reviewed annually in January.

CAIPE membership for the year at (29th May 2018) stands as follows: Students 132 (previously 186), Individual 81 (previously 57), Corporate 29 (previously 30) and Service users 21 (previously 10).

We would like to warmly welcome the following new corporate members who have joined during the year:

University of Dundee Kingston University and St George's University of London Staffordshire University Newcastle University Hochschule fur Gesundheit Canterbury Christ Church University Oslo and Askershus University College of Applied Sciences University of st Andrews

The method of communication with corporate members and their individual members has continued to be reviewed and updated. Emma Beal our membership secretary should be congratulated in coordinating communication with members and maintaining the renewal process so efficiently.

During the year the CAIPE Honorary Fellowship selection process has continued and at this AGM we welcome the award of CAIPE Honorary Fellowship to Dr Richard Gray and Dr Dawne Gurbutt. Sadly, it must be noted the sad and sudden loss of Professor Scott Reeves not only as a CAIPE Honorary Fellow but for the tremendous work and commitment made by Scott to the national and international development of interprofessional education, collaborative practice, research and learning

Taylor and Francis have continued to be supportive of CAIPE and its activities and this has included provision of the journal to CAIPE members maintaining the same journal costs as last year.

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The Report of the Trustees

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Promotion Working Group

This Working Group under the leadership of Linda Eyre has continued developing the website and is streamlining the Home Page with About Us, including continuing development of resources, standardisation of documents and references, CAIPE logo and marketing strategy. The website provides secure access to membership areas for the different membership categories ensuring more focused material and resources and much quicker than the previous web site. This has improved communications with members. The aims for 2018/19 are:

- Increased visibility on all social media platforms
- Continued web development of website
- Development of board member profiles
- Increased presence at conferences

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

Student Working Group

The CAIPE Student Working Group has continued to be engaged and pro-active in supporting CAIPE, interprofessional education, learning and collaborative practice. Members of the Student Committee have continued to be proactive in promoting CAIPE at events in the UK including a student conference in Newcastle hosted by Newcastle University and University of Northumbria.

They are still in a period of transition from course-long membership to annual membership. The relationship between the number of individual student members and students engaged through corporate members is hard to assess. Students may be able to access CAIPE through corporate membership where the HEI publicises their membership to students. The Student Working Group currently comprises 3 Board Members and 8 student members (2 countries, 3 universities, 6 professions, 5 undergraduate and 3 postgraduate). Two recent graduates who are individual CAIPE members: Amira Chaudhry and Linda Eyre. We would like to thank Issac Lim and Rachael Logan who have completed a term of office and stepped down

For the first time we have a Student member from outside the UK (Brazil) which has enhanced our discussions. The Committee met in the summer and autumn of 2017. The planned meeting in March 2018 was postponed due to personal circumstances and bad weather. At least one member of the Committee has attended each recent CAIPE board meeting. The Committee have put together ideas for a student section of the website, but technical discussion is needed on how to develop this.

Our main aims for 2018/19 are:

- · Revise student committee policy to include invited recent graduate members
- · Maintain monthly twitter chat
- Introduce competitions
- · Plan workshops on IPE facilitation
- · Offer at least one scholarship for a CAIPE student member to attend an international conference

The Report of the Trustees

Continued....

Maintain monthly twitter chat

The successful monthly twitter chat has continued led by Stephen Garvey. This has attracted participation from students, educators and the occasional practitioner, the discussion of service user involvement in IPE attracted particular interest from service users and user groups as well. The student members of the Committee are now taking on the task of preparing pre-chat blogs and planning future topics. Many thanks to Stephen Garvey, Jenny Ford and Debbie Holmes (Web Manager for co-ordinating and capturing discussion).

Introduce competitions

The Student Working Group have developed a plan for small competitions for CAIPE student members subject to budget agreement.

Plan workshops on IPE facilitation

The Student Working Group have linked with the Service User and Carer Working Group and planned a pilot workshop on IPE and IPE facilitation. They have approached two corporate universities to host a pilot for CAIPE student and service user members in the spring/summer.

Following the strategy previously established through the Awards Working Group we have offered funding to support students to attend conferences during the year. Two students received

scholarships to attend the EIPEN Conference, Lausanne in September 2017. Scholarships for assistance in attending the ATBHIX Conference in Auckland, New Zealand in September 2018 have been awarded to an undergraduate student, post graduate student and a new scholarship for Individual Members. The Awards Working Group will continue working on how CAIPE promotes awards and opportunities to ensure the best possible response.

Thanks to Jenny Ford, Pat Bluteau and Veronica O'Carroll and all members of the working group, especially the students, for their enthusiasm and creativity.

Service Users and Carers Working Group (SUAC)

The Service Users and Carers Working Group has continued to evolve contributing to CAIPE Policy development and attract membership to CAIPE. For 2016/17 the group set their aims as:

- 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

Promote CAIPE and CAIPE membership

The number of people taking up service user and carer membership has gradually increased (now 18). We would like to visit HEI groups to promote membership, but this has not been possible due to personal commitments of Working Group members recently. Group membership was agreed in principle by the CAIPE board but the technical aspects of how it would work have not yet been resolved.

Continued....

Develop benefits for service user and carer members of CAIPE

This year the SUAC Working Group has worked with the Student Committee to develop a proposal for a workshop on IPE facilitation and co-production to be piloted in a corporate HEI. Kings College London and Coventry Universities have been approached. We would like to run small competitions to promote membership and develop resources.

Develop service user and carer resources on the website

We have identified headings/areas we would like on the website; the next step is a technical discussion about how to implement.

Reflect service user and carer perspectives in CAIPE's activities

The theme of co-production for today's AGM includes a presentation by a well-being college which coproduces course materials for students. The SUAC group links with the Student Working Group by sending a member to each other's meetings. This has enabled some productive sharing of ideas.

CAIPE's Service User Board members take part regularly in the student twitter chat. Service user and carer involvement in IPE was the August topic which attracted new followers of CAIPE. CAIPE's service user Board members are part of the strategic CAIPE group leading work with Health Education England and have contributed to the IPE handbook.

Thanks to Jenny Ford, Kate Parkin, Pat Bluteau, Emma Smith, Laura Sherlock and Stephen Garvey who attends as link with the Student Working Group for their energy and enthusiasm in taking forward this aspect of CAIPE's work.

Routledge CAIPE Publications Working Group

An update has been requested from Routledge on sales for the first two titles in the series:

Dawne Gurbutt on "Collaborative Practice for Public Health" and Julie Taylor & June Thoburn on "Collaborative Practice with Vulnerable Children and their Families" (currently being translated into Japanese). The manuscript for the third book in the series is currently being considered by Routledge:

Scott Reeves and others on "Collaborative Practice in Critical Care Settings"

Two other titles are in preparation: Dave Roberts and Laura Middleton-Green on "Collaborative Practice in Palliative Care" and John Spicer, Sanjiv Alhuwalia and Karen Storey on "Collaborative Practice in Primary Care". Production of the remaining text currently planned for the series has been delayed Dan Kinnair and others on "Collaborative Practice in Adult Mental Health"

Proposals for further titles will be discussed later in the year.

Many thanks to Hugh Barr, Alison Machin and Maggie Hutchings for their continued endeavours.

Continued....

Research Working Group

The CAIPE research task group has continued to grow over the past year. New leadership is sought for this group as Dr Shobhana Nagraj had to step down from the chair role due to other commitments

The emphasis of the research group has shifted from a research advisory group to a research-sensitive group. Aims now include the signposting of interested individuals to relevant IPE literature, key resources and networks. This will be achieved primarily through the continued development of the CAIPE Research working Group website which has been updated. This will include a "Contact Us" form which will be managed through a generic research email account (research@caipe.org), and there is a proposal for members of the Research Working Group to review website interest on a rotational basis throughout the year. The Research Working Group are keen to develop joint research bids and funding opportunities in interprofessional education across UK institutions (working within the scope and values of CAIPE), as well as forming research networks across UK and globally.

The group intends to further develop international research collaboration and the supporting online material. and are also developing collaborative networks overseas with suggested organisations including WONCA (World Organisation of Family Practice), In-2-Theory, Institute of Healthcare Canada, the World Coordinating Committee and African IPE network. We would hope to be able to share online resources between these collaborative networks and signpost those interested in IPE to these wider resources available.

We gratefully thank Shobi for her commitment and enthusiasm for leading this working group.

The International Liaison Working Group

Sundari Joseph, Vice Chair continues to lead the International Liaison Working Group and key developments in the past year are:

Latin America and Caribbean: This is by far the largest development to date this year with 30 institutions, Universities and Practice participating in developing IPE. It included a keynote presentation by the CAIPE Chair to endorse the Brazilian Government's initiative to drive forward IPE for all health care professionals. The CAIPE publication 'Introducing IPE' 2013 has been translated into two publications in Spanish and Portuguese and the CAIPE Chair presented the launch to the 2nd Regional Technical Meeting of Interprofessional Education in Health: Improving the capacity of human resources to achieve universal health" organised by the Pan American Health Organization the Health / World Health Organization (PAHO / WHO), and the Brazilian Ministry of Health, with the participation of representatives of the health and education ministries of the countries of the Region.

An ERASMUS plus project application has been submitted as a 3-year project evaluating the progress of this initiative and the outcome will be known in August 2018.

Continued....

Switzerland: The Swiss Government has provided funding to develop the IPE competency Framework and host conferences in Austria, Germany, Switzerland; and Liechtenstein. The Health Department is funding a mixed methods study into factors affecting IPC in clinics and team training. A third project will include the development of training wards.

Spain: Wishes to develop an IPE network; WCC support will assist this. A manual on IPE in Spanish published by Elsevier will be available.

Indonesia: The CAIPE Chair presented via video link to the Indonesian IPE Network Conference in March 2018 'Advancing Interprofessional Collaborative Practice and Education in Indonesia'. The WCC will also be supporting this development.

CAIPE website developments will be supported to enhance the welcome for overseas audiences. German and French visitors are generating the greatest volume of traffic. Colleagues in Switzerland's Linguistic Department could provide translation opportunities. The languages offered could be highlighted on the homepage

Visitors Japanese- Formal appreciation from CAIPE to the universities who participate in Study tours would be helpful for ongoing participation

World Coordinating Committee (representing regional networks from around the World).

International Activity

International outreach continued to be a major thrust in CAIPE's work, notably its support with the World Coordinating Committee, sustaining ongoing relations in Japan, Australasia, North America and Europe and facilitating networking between interprofessionally committed universities in Africa and in the Middle East.

Sundari Joseph, CAIPE Vice Chair, has continued to act as Secretariat to the WCC with support from Shobhana Nagraj, and Richard Pitt with regard to process management. Sadly, Shobhana Nagraj stepped down from this role in February 2018 to focus on her PhD research, we thank Shobi for her input. Developments in the past year have included:

• Appointment in February 2018 of Johanna Dahlberg (NIPNET) as Chair (Facilitator) replacing Andre Vyt (EIPEN)

- Appointment in February 2018 of Ruby Grymonpre (CHIC) as Vice Chair (co-facilitator)
- · Monthly Virtual Global Meetings via Zoom
- · Documentation concerning the Administration, Management and Structure of the WCC
- · Clarification and development of rubric for Guidelines for ATBH Conference expressions of interest
- · Consideration of submissions from Maastricht and Qatar to host ATBH 2020
- · Continued links with the WHO Health Workforce Department
- · Management and Development of the WCC website
- Agreement from CAIPE and WCC members for secretariat duties from two CAIPE members for the next two years. This will provide continuity of administrative support.

Continued....

 Planning of WCC Retreat in Auckland, New Zealand following ATBHIX in September 2018 to: Build trusting relationships between interprofessional education for collaborative practice (IPE/IPC) networks globally; Gain insight into the status of interprofessional education globally, including breakthrough and stumbling blocks; Reach consensus on the priorities the WCC / WHO and all affiliated stakeholders should focus on to promote and support interprofessional education; and Work out detailed plans to collaborate on in addressing the priorities

• WCC welcomed a new Regional Network for Interprofessional Education in the Americas representing Argentina, Brazil and Chile. CAIPE Chair was a keynote speaker at the 3rd III International Colloquium on Education and Interprofessional Work (III CIETIS) of the Brazilian Network of Interprofessional Health Education and Work (ReBETIS)

CAIPE extends thanks to Andre Vyt for previously chairing the WCC, to Marion Helme for commitment and tolerance in supporting the WCC as Secretary in its development and to Sundari Joseph for her tremendous professional tolerance and commitment to providing Secretariat support to WCC

Consultations, Policies and Reviews Working Group

An important activity for CAIPE is its role responding to relevant policy documents to inform and influence the thinking and development of IPE at national, local and international levels. Over the past year a small task group lead up by Chris Sanders and supported by Kate Parkin and Richard Pitt have responded to:

June 2017 : Professional Standards Authority: A review of the Standards of Good Regulation.

August 2017 : CAIPE Chair Attendance Education Inter-Regulatory Group meeting chaired by Professional Standards Authority to discuss Standards of Good Regulation

September 2017 : CAIPE Chair Attendance discussion on proposed Federation of Healthcare Education

September 2017 : Questionnaire response to Professional Standards Authority: A review of the Standards of Good regulation

October 2017: Joint Professions Statement on Multi-professional Team Working

December 2017: Department of Health: Promoting professionalism reforming regulation questionnaire

January 2018 : General Medical Council's consultation on the revised Outcomes for Graduates.

January 2018 : CAIPE Chair attends GMC and Hospice UK workshop on 'Improving End of Life Care in Medical Curricular'

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Chairs Event

The Chairs Event on 30th November 2017 became a celebratory event to honour Thirty Years of the foundation of CAIPE. CAIPE was established in 1987 as a membership organisation and UK-based charity, to promote health and wellbeing and to improve the health and social care of the public by advancing interprofessional education (IPE). This was a great opportunity to network with past and new friends to view testimonials of the influence of CAIPE on national and international individuals, students and organisations that champion the development of interprofessional education and collaborative practice and a timeline of key interprofessional CAIPE events and achievements over the last 30 years. Over 40 guests attended the event from the UK, Malta, Germany, Netherlands, Malta, Sweden, and Japan

The John Horder Award 2017

The winners of the 2017 John Horder Award were Dr David Kerbel, Dr Chris Sanders and Members of the Saffron CEPN Foxes Bid with their title of: Fantastic Foxes Training Hub: Saffron Health cascade interprofessional values through engagement with interprofessional Education. They were honoured to receive the John Horder practice award at the council chambers at Kings College in London on 14th June. Attending such a prestigious location to collect the award was a contrast to the site in which they both practice as GPs, in an area of higher deprivation in inner city Leicester. They identified with the work of Lord Victor Adebowale which he described in his lecture on supporting the vulnerable, which seemed particularly relevant to our practice population and ethos (we work alongside Turning point helping patients with substance misuse). This issue was also brought into stark relief as events unfolded with the terrible fire at Grenfell tower that day.

They recognised that achieving this award was a truly collaborative effort and would not have happened without the help of the wider surgery team, as well as colleagues at the University of Leicester Medical School and De Montfort University School of Pharmacy.

The Fantastic Foxes training hub has energised local education through an initiative to train local educators in Inter Professional Education (IPE). Initially the Saffron Practice had little experience of embracing the values of IPE. To address this the GP's and practice staff attended a Master Class session at the University of Leicester on IPE facilitated by Professor Elizabeth Anderson and Dr Jenny Ford. This cascaded into a rolling programme for all the Spoke practices and between the summer from 2015-2017 a total of 58 practitioners (n=30 GP's; n=7 Nurses; n=21 other, including clinical pharmacists, social workers, managers etc.) completed the half day course.

The outcome showed that none of these NHS staff had any in-depth understanding about IPE values and led to some new insights not just into how to organise teaching for learning but also in how to manage all practice-team-based activities. Armed with these new understandings energy flowed to establish more community-based IPE events and pilots within the Saffron Group Practice.

Continued....

Corporate Forum

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.

CAIPE Corporate Forum 14th September 2017 hosted by University of Salford: DEVOLUTION MANCHESTER AND INTERPROFESSIONAL WORKING AND LEARNING

Welcome address was from Margaret Rowe (Dean, School of Health and Society) and Kay Hack (Dean, School of Health Sciences). Keynote Lectures included: Jon Rouse, Chief Executive of Devolution Manchester; Colette McKune MBE - Deputy CEO ForViva; George Edgley - Recovery College and Salford University IPE/L Team. John Rouse, Chief Operating Officer shared his perspectives of the challenges and opportunities of the Greater Manchester Health and Social Care Partnership. What became clear is the need for innovative approaches to workforce development that supports the Greater Manchester Combined Authority approachinter-professional education but without losing the focus of what each professional group brings to excellent patient care delivery. There was clarity on the need to demonstrate what works (outcomes) when delivering inter-professional education. HEI's collaborating with practice partners to research/evaluate and disseminate good practice around inter-professional education is key.

CAIPE congratulates the team at the University of Salford (celebrating its 60th year) for an extremely interesting and varied Forum meeting. The university's focus on health and well-being in the local community and the range of initiatives, speakers and resources was impressive.

The Forum was attended by Corporate Forum representatives from the universities of: Bournemouth; De Montfort; Nottingham; Robert Gordon as well as an extensive range of academic from the University of Salford and practice staff from local health and social care facilities.

CAIPE Corporate Forum: Friday 16th March, Glasgow Caledonian University, 'From multidisciplinary beginnings to IPE collaborative practice': the student journey'

'From multidisciplinary beginnings to IPE collaborative practice': the student journey' was the theme for the Corporate Forum hosted by Glasgow Caledonian University. Dr Nichola McLarnon, Associate Dean Learning, Teaching & Quality and CAIPE Board member welcomed us to the Forum in the delightful Lantern Room

Continued....

We had stimulating, enthusiastic, informative presentations and simulation: Dr Lesley Holdsworth, Scottish Government Lead for Digital Health and Care Hannah Dockery, Marketing Business Partner, Business & Research GCU and Wendy Smith, Clinical Simulation Lead, GCU: 'The IPE Service User Journey as a Method for Admissions' Tour of GCU IPE Simulation Centre Jamie McDermott, Assistant Head of Department, GCU; Christine Organ, Assistant Head of Department/Departmental IPE Lead, GCU and Undergraduate students exposed us to 'Team Observed Structured Professional Encounter: A Practice Presentation and Student Perspective". Jenny Miller, Chief Executive PAMIS and Carolyn Hill, Service User presented on 'Then Health and Social Care Team Challenge: A Scottish Perspective'

The Forum closed with a roundtable discussion of the key learning from the presentations and the way forward for IPE. Participants at the forum had come from various parts of Scotland, with CAIPE representatives from Bournemouth, Newcastle and Grantham. All agreed that the forum had highlighted the excellent work taking place to ensure that innovative IPE and Collaborative Practice initiatives are well established in Scotland. Many thanks to Nichola and her team for a stimulating day.

Links with other UK organisations

The CAIPE chair is a member of the Education Inter-regulatory Group which meets twice a year. It is an informal and advisory group for educationalists representing all health and social care regulatory bodies and during the year has provided further opportunities for CAIPE representatives to have individual meetings and constructive discussions with colleagues.

CAIPE has had regular meetings with Health Education England through contacts in HEE South and more recently HEE Midlands and East. Developments last year with being awarded a grant of £20,000 to help HEE develop pilot IPE initiatives including the production of an IPE Handbook have been further enhanced by the Coventry University and HEE Midlands and East report 'An investigation to understand and evaluate the best ways to educate for and promote integrated working across the health and care sectors'. HEE Midlands and East have commissioned CAIPE to undertake this in collaboration with Coventry University with 3 pilots in their region and funded CAIPE by £12,350.

CAIPE has a link with the National Association of Educators in Practice, Richard Pitt and Lynn Clouder (who is NAEP vice chair and a CAIPE member) are also committee members of NAEP. A similar link has been made with ASPiH Association of Simulated practice through CAIPE member Liz Westcott.

Pip Hardy from Pilgrim Projects provides a link with the Patient Voices programme and service users.

The Report of the Trustees

Continued....

Values Based Interprofessional Education and Practice Network.

A key development for CAIPE following the 2016 ATBH VIII Oxford conference entitled Values-Based Education and Practice is the setting up an IPE Network Values Based Interprofessional Education and Practice with the purpose of clarifying the two-way relationship between Interprofessional Education and Practice and Values-based Practice. Such a network provides a helpful framework enabling more effective communication between network members and organisations leading to future research and workshop development. It is being promoted on both the CAIPE and Collaborating Centre websites. Many thanks to Richard Gray for leading on this development.

Westminster Health Forums

Over several years CAIPE has supported representation at key Westminster Health Forums. The forums organise senior-level conferences on a wide range of public policy areas. None of the forums have policy agendas of their own, other than simply to raise the quality of debate on public policy developments and so create opportunities for informed discussion. Each WH forum is structured to facilitate the formulation of 'best' public policy by providing policymakers and implementers, and those with an interest in the issues, with a sense of the way different stakeholder perspectives interrelate. Usually this is through impartially-framed, inclusive discussion conducted either in public or under the Chatham House Rule. Usually CAIPE secures places on a free concessionary rate, unfortunately due to ATBHVIII funds being managed through CAIPE Account this last year WHF attendance has incurred a concessionary rate of £102 per place.

Next steps for health and social care in Greater Manchester: collaboration, innovation and the future for devolved services. Wednesday, 22nd November 2017, Central Manchester.

Although the focus was on policy in Greater Manchester, the agenda addressed issues relevant to health policy across the UK - including the potential for devolved health and social care budgets in other areas across England, efficiency and service transformation, as well as local collaboration to improve health and wellbeing. Delegates discussed the next steps for tackling a range of outstanding issues for Manchester's devolution programme as it seeks to transform care within the region - as well as assessing progress and what Devo-Manc means for further health devolution within England. Further sessions considered the emerging opportunities to develop Manchester into an international centre for research, collaboration and innovation in the life sciences industry.

CAIPE Salford University Corporate members Melanie Stephens attended this event on behalf of CAIPE.

The future for general practice in England. Thursday, 7th December 2017, Central London.

This seminar was an opportunity to assess the future for general practice in England. Delegates I considered the progress on implementing NHS England's General Practice Forward, including the impact of a new GP indemnity scheme, the launch of a £16m GP health service, and the development of the Time to Care and Practice Resilience Programmes. They discussed further key issues for general practice in the context of NHS England's Next steps on the Five Year Forward.

Board Member and GP, Chris Sanders attended this event on behalf of CAIPE.

The Report of the Trustees

Continued....

Priorities for improving sepsis outcomes: early diagnosis, treatment and education. Thursday, 18th January 2018 Central London.

This timely seminar assessed priorities for improving sepsis outcomes in England. Keynote address from Dr Celia Ingham Clark, Medical Director, Clinical Effectiveness, NHS England and Interim National Patient Safety Director, NHS Improvement. The seminar brought together further senior policymakers with stakeholders to discuss the new Sepsis Action Plan, expected in autumn 2018, which will focus on key issues for 'safety netting', standards, reporting, education and training. Delegates will consider what more can be done to ensure that the symptoms of sepsis are identified and diagnosed earlier, in light of recent NICE guidance to treat patients with life-threatening sepsis symptoms within one hour.

Mike Phillips, Associate Dean – Recruitment, School of Health and Social Care from our new Corporate Member Staffordshire University attended this forum on behalf of CAIPE.

Priorities for health and clinical research: funding Brexit and the future for Academic Health Science Networks, 4th July 2017: Shobhana Nagraj represented CAIPE.

Financial Position

At 31 March 2018 CAIPE's financial position remains healthy. There was a deficit on ordinary activities of £9,948, (2017 surplus £47,761) and a deficit on activities through the Restricted Fund of £5,181. This is due to the legacy position described below and is because funds received in the year ended 31 March 2017 are being spent in the year to 31 March 2018. Overall both General and Unrestricted Funds remain healthy with balances of £78,552 and £14,819 as shown on pages 19/20 of these Accounts. The trustees are satisfied that the financial position will enable them to meet liabilities as they fall due for at least 12 months from the AGM in June 2018, as required by charity regulations and best practice. More money is now being spent on membership activities, such as support for student related CAIPE activities, and communication via the web site, newsletters and social media. A policy has been drawn up to support CAIPE members who are able to promote and develop IPE across international boundaries and money has been set aside to meet the cost of travel and subsistence.

The ATBH Conference legacy:

This was two fold

1) A £25,000 grant was received into the General Fund of CAIPE at the end of last financial year. It was decided to fund a Patient Voices Workshop with this grant.

A three-day CAIPE/Patient Voices workshop for past and present Board Members took place for 9 members on 27/2/18- 1/3/18. This was in recognition that CAIPE members have, over the years made, frequent use of the Patient Voices (www.patientvoices.org.uk) extensive catalogue

of digital stories in their own work in promoting and teaching Interprofessional Education (IPE). Although there are digital stories addressing many health and social care issues, there are very few that specifically address and focus upon interprofessional education, interprofessional collaboration, or teamwork. CAIPE took the opportunity to rectify this omission and make a resource for their own IPE stories and website. Costs to_date: £15,304

2) A **Restricted Fund of £20,000** from which £926 has been spent on ATBH (WCC) web site and a further £4,119 on collaborative projects.

Income this year arose, in the main from:

Membership Fees, £40,824 (2017: £39,311) Fees charged to members were not increased this year.

CAIPE Workshops and Consultancy

HEE South and HEE Midlands and the East

Following the work undertaken last year by the previous CAIPE Chair, Richard Gray and CAIPE Board member, Jenny Ford on the production of an IPE Handbook, CAIPE was been commissioned by HEE South to pilot the handbook in three practice sites within their region securing £20,000 funding.

This has coincided with the Coventry University and HEE Midlands and East report 'An investigation to understand and evaluate the best ways to educate for and promote integrated working across the health and care sectors'. CAIPE is currently developing with both HEE South and HEE Midlands and East a joint project on piloting the IPE Handbook with a focus on promoting integrated working across the health care sectors. HEE Midlands and East have commissioned CAIPE to undertake this in collaboration with Coventry University with 3 pilots in their region and funded CAIPE by £12,350.

Risk Assessment

The majority of CAIPE's income is generated from membership fees and whilst these are stable at around £40k per annum the trustees are aware and have been investing in members services

(as discussed elsewhere in this report) in order to maintain stability and facilitate growth in the future.

CAIPE has prudently managed its finances over the past few years and has a healthy reserve in order to continue this work. Many thanks to Pat Bluteau and Emma Beal for developing financial spreadsheets and our Accountant, Sarah Smith for her continued guidance and Independent Examination.

Reserves and Investment Policy

The trustees maintain 2 depost accounts at Lloyds bank. Their long term deposit of £10,000 has been maintained earning interest at 0.05%.

The remaining reserves held on deposit fluctuate according to need. At 31 March 2018 there was a balance of £68,434 on this account also earning interest at 0.05% and a further £7,918 on the current account.

For the year ended, **31 March 2018**

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

14 June 2018

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 2018

I report on the accounts of the company for the year ended 31 March 2018 which are set out on the pages 2-25 attached.

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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, I have examined your accounts as required under s145 of the Charities Act 2011 (the Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or

2. that the accounts do not accord with those records; or

3. that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; or

4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and I have no concerns in respect of any of the matters 1. to 4. listed above and in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

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

LEICS LE15 7QA 14 June 2018

Statement of Financial Activities

For the Financial Year:

For the Financial Year: 1 April 2017 to 31 March 2018	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Income from:				
Members subscriptions incl gift aid	40,824	-	40,824	39,311
Gift aid	1,432	0	1,432	0
Donations	57	-	57	0
Grant: Health Education England	12,350	-	12,350	25,000
Registration Fees ATBH Conference 2016	-	-	0	258,713
Workshops	1,280	-	1,280	27,147
Miscellaneous income	1,674	-	1,674	13,241
Bank Interest	167	-	167	8
Publication sales and royalties	142	-	142	335
Total	57,926	0	57,926	363,755
Expenditure on:				
Raising funds				
Website maintenance and advertising	11,227	-	11,227	16,114
	11,227	0	11,227	16,114
Charitable activities				
Workshops : Patient Voices	15,304		15,304	0
Other	792		792	0
Scholarships and Awards :John Horder	4,611	-	4,611	1,220
Publications	10,768	-	10,768	9,029
Consultants and lecturers	-	-	0	3,568
Events and members meetings incl travel	9,177	-	9,177	4,110
ATBH:WCC	-	926	926	0
ATBH: Venue and Event Management	-	-	0	181,596
ATBH: Workshops IBE/VBP: Grants (2016)	-	4,119	4,119	80,134
Sundries	-	-	0	496
	40,652	5,045	45,697	280,153
Governance and Administration	0 5 70		0 5 7 0	11 000
Secretarial incl post and stationery	9,578	-	9,578	11,903 15 022
AGM and Board meetings Accounting services	5,147 900	- 136	5,147 1,036	15,923 2,480
Independent examination	280	150	280	2,480
Bank charges	280 90	- 0	280 90	200
Dally Charges	15,995	136	16,131	30,787
Total	67,874	5,181	73,055	327,054
Net income/(expenditure)	-9,948	-5,181	-15,129	36,701
Transfers between funds *			0	0
Total Funds Brought Forward	88,500	20,000	108,500	71,799
Total Funds Carried Forward	78,552	14,819	93,371	108,500

Balance Sheet

as at 31 March 2018

The assets and liabilities of the charity:	Notes	20:	18	201	17
		£	£	£	£
Current Assets Debtors Cash at bank and in hand Total Current Assets		12,407 86,350 98,757		3,845 106,396 110,241	
Creditors amounts due within one year Net Current assets		5,386	93,371	1,741	108,500
Total assets less current liabilities			93,371		108,500
NET ASSETS		-	93,371	-	108,500
The funds of the charity:					
Unrestricted income funds		78,552		88,500	
TOTAL UNRESTRICTED FUNDS		-	78,552	-	88,500
Restricted income funds		14,819		20,000	
TOTAL RESTRICTED FUNDS		-	14,819	-	20,000
TOTAL CHARITY FUNDS		-	93,371	-	108,500

For the year ending 31 March 2018 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 PittChairmanApproved by the trustees on14 June 2018The notes on pages 21-25 form an integral part of these accountsPage 20

Notes to the Accounts

For the year ended, 31 March 2018

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 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.

Notes to the Accounts(continued)For the year ended,31 March 2018

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.

Depreciation has been provided at the following 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 the 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 sufficent 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.

Not	Centre for the Advancement of Interprofessional Etes to the Accounts(continued)the year ended,31 March 2018	ducation (CAIPE)	
	Cumpling for the first side upon	2018	2017
4	Surplus for the financial year:	£	£
	This is stated after crediting:		
	Revenue turnover from ordinary activities	57,926	363,755
	and after charging:		
	Independent Examiners fees	280	260
		2018	2017
		£	£
5	Events		
	Workshops Patient Voices	15,304	
	Zuyd	435	
	HEE	357	
	Sub total	16,096	0
	Events and Members Meetings		
	Conference Attendance	3,913	
	Chairs Event	1,949	
	Corporate Forum	582	
	Executive and Task Groups	2,733	
	Sub total	9,177	4,110
6	Investment Income	2018	2017
		£	£
	Bank deposit interest paid	167	8
		2018	2017
7	Creditors: amounts falling due within one year.	£	£
	Trade creditors	5,386	1,741
		5,386	1,741

Notes to the Accounts	(continued)
For the year ended,	31 March 2018

8 Profit and Loss Account	2018	2017
At 31 March 2017	108,500	71,799
Profit for the year	-15,129	36,701
At 31 March 2018	93,371	108,500

9 Trustees remuneration and expenses.

There were no facilitator fees paid to trustees during 2017, (£2,099 to 2 trustees)

A total of £6,183 (2016, £6,876 to 6 trustees) was paid to 5 trustees for travel accommodation conference fees and subsistence being a refund of out of pocket expenses for attendance at meetings and events.

There were no other related party transactions (2017: nil)

10 Restricted Funds

The trustees have maintained the ATBH Restricted Fund in order to monitor the use of the 2016 conference surpluses within charitable objectives. The fund is held for work with the WCC and other collaborative projects. Movement on the fund is given on the SOFA, page 13.

Net Assets	Bank and debtors	Creditors	Total
Unrestricted Funds ATBH Surplus	83,727	5,175	78,552
Restricted Fund	15,030	211	14,819
Per Balance Sheet	98,757	5,386	93,371

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.

Notes to the Accounts(continued)For the year ended,31 March 2018

12 **2017** Statement of Financial Activities, showing the analysis of funds

	Unrestricted Funds	Restricted Funds	Total Funds
	2017		2017
	£	£	£
Income from:			
Incoming resources from generated funds			
Members subscriptions	39,311	-	39,311
Grant	25,000	-	25,000
Registration Fees ATBH Conference 2016	-	258,713	258,713
Workshops	27,147	-	27,147
Miscellaneous income	12,641	600	13,241
Bank Interest	8	-	8
Publication sales and royalties	335	-	335
Total	104,442	259,313	363,755
Expenditure on:			
Raising funds			
Website maintenance	16,114	-	16,114
	16,114	0	16,114
Charitable activities			
Scholarships and Awards :John Horder	1,220	-	1,220
Publications	9,029	-	9,029
Consultants and lecturers	3,568	-	3,568
Events and members meetings incl travel	4,110	-	4,110
ATBH Conference 2016: Venue costs	-	181,596	181,596
ATBH Conference 2016: Insurance and Admin	-	80,134	80,134
Sundries	496	-	496
	18,423	261,730	280,153
-			
Governance and Administration	11.000		44.000
Secretarial incl post and stationery	11,903	-	11,903
Board/steering group meetings and AGM	9,261	6,662	15,923
Accounting services	605	1,875	2,480
Independent examination	260	-	260
Bank charges	115	106	221
	22,144	8,643	30,787
Total	56,681	270,373	327,054
Net income/(expenditure)	47,761	-11,060	36,701