

Registered Charity Number
1065062

Registered Company Number
03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Report and Accounts

31 March 2019

**UK Centre for the Advancement of Interprofessional
Education (CAIPE)
Report and accounts
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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 Juanjo Beunza Emma Smith Dawne Gurbutt Veronica O'Carroll Sharon Buckley Alison Machin Jenny Ford Steven Garvey

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Charity registered number

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UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

For the year ended,
31 March 2019

Introduction

The trustees have pleasure in submitting their report and the financial statements for the year ended 31 March 2019.

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.

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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 an 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 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 and Debbie Holmes who have been and continue to be integral to steering this process. Unfortunately in April 2019 Debbie Holmes withdrew her Contract of Services as Web Manager and we thank her for her several years of service and wish her well. 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 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: Values based IPE and interprofessional practice'; 'Fun, inspiring and sustainable learning'; 'Transition to Practice'; 'Facilitation of IPE'; 'Collaboration beyond health and social care - finding common ground'; 'Communication of IPE in a digital world'; 'IPE: the Students Perspective' ; 'How should we quality assure IPE?'; 'Interprofessional experiences of small professions'; 'Interprofessional Research' and 'Interprofessional Support for Carers'.

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Thanks to the Student Working Group for the Twitter Chat initiative and supporting discussion. Many thanks to Stephen Garvey, Jenny Ford and Debbie Holmes (Web Manager for co-ordinating and capturing discussion).

The monthly production of the CAIPE E-Newsletter continues to improve but we need members to share experiences, innovations and opportunities through it. In January 2019 we introduced a monthly Guest Editorial drawing on the experience and expertise of our Board Members. We welcome Ad Hamilton to the team who has a wealth of experience with the Journal of Interprofessional Care manuscript review, processing, editing, marketing of conferences, proof reading and administration 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 Incorporation 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 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 18 April 2019 and is pending.

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 JIPC £95 and Corporate membership including JIPC £1600

Student membership £10 annually with 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 96 (previously 132), Individual 86 (previously 81), Corporate 36 (previously 29) and Service users 13 (previously 21).

We would like to warmly welcome the following new corporate members who have joined during the year: Aston University; Eastern Health (Australia); Southern Cross University Australia) and University of Northampton.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

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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 Login 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.

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

Five year Strategy 2017 -2022

Following the appointment of 10 Board Members and last year's AGM we reviewed the Working Groups and at the November Board confirmed the following Working Groups and leads:

- International Liaison- Sundari Joseph
- Corporate Members & Forum- Maggie Hutchings & Sundari Joseph
- Service Users & Carers- Jenny Ford & Emma Smith
- Student- Jenny Ford & 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 the Leads of the Working Groups will be required to align their objectives with the CAIPE Five Year Strategy.

Promotion

This group has continued developing the website including development of resources, standardisation of documents and marketing strategy. The website provides secure access to membership areas for the different membership categories ensuring more focused material and resources. This has improved communications with members. The aims for 2019/20 are:

- 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.

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Awards

This group has continued developing awards and introduced the Individual Member Scholarship for assistance in attending an international conference. For the All Together Better Health IX Conference in Auckland, New Zealand in September 2018 Scholarships were awarded to an undergraduate student; post graduate student and Individual Member.

Undergraduate Student awarded to Kalyaani Vickneswaran a 4th Year Medical Student at the University of Birmingham who had two abstracts accepted; a workshop presentation and an oral presentation. Both presentations included learning points from her experience and practical advice on setting up a student IPE society and organising a Health Care Team Challenge.

Post Graduate Student awarded to Dr Priya Martin, University of South Australia who trained as an occupational therapist and currently works as an interprofessional advanced clinical educator in Queensland, Australia. Priya had two abstracts accepted; a workshop presentation and an oral presentation. The workshop was 'Enacting interprofessional leadership: Navigating explicit and implicit leadership barriers and facilitators' and the oral presentation 'Interprofessional supervision: one step too far?'

Individual Member awarded to Dr Heloise Agreli currently Nurse Researcher at University College Cork who had three abstracts accepted for oral presentation: 'Contributions of team climate for teamwork and interprofessional collaboration: a mixed methods study'; 'Collaborative communities: engagement of service users towards prevention of Zika virus infection in Brazil'; and 'Development of a Framework of Interprofessional collaboration in Primary Care in a developing country'.

John Horder Award

Background

John Horder pioneered primary care to critical acclaim as senior partner in the Kentish Town General Practice in North London establishing and providing support and development for a 28 strong multidisciplinary primary health care team. He is credited with establishing General Practice as a respected discipline within medicine. With others he founded the Royal College of General Practitioners (as it became) and served as its president from 1979 - 82. He was involved in developing both postgraduate and undergraduate education in General Practice and was appointed Visiting Professor of General Practice at the Royal Free Hospital School of Medicine in 1984. He was President of the Section of General Practice of the Royal Society of Medicine in 1967/8 and was Senior Vice President of the RSM in 1988/9.

John was an Adviser to the WHO and a fellow at The King's Fund. In addition, he was appointed a Wolfson Travelling Fellow of the Royal Society and in this role travelled widely throughout Europe and led the Leeuwenhorst Group collaborating with like-minded doctors to promote primary care internationally.

Cardiac problems obliged him to retire from general practice in 1981. Recovering well, John looked for new opportunities and CAIPE was one. Anne Loxley (social work teacher), Michael Carmi (GP) and Valerie Packer (health visitor) who had been pioneering interprofessional short courses at the Middlesex Polytechnic seized the opportunity.

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They invited John to chair the planning group for the national body about which they had dreamt. He agreed readily, chairing the committee, soliciting funds and convening conferences leading to the launch in 1987 of "The National Centre for the Advancement of Interprofessional Education in Primary Health Care" (as CAIPE was called in its early years), becoming its first chair and later president. CAIPE presented John with the opportunity to paint the ideals that had inspired his work in Kentish Town on a broader canvas. For him shared learning between professions was practice based teamwork augmented by conferences and workshops, reflecting and reinforcing similar developments then taking hold throughout UK

His perception broadened as "interprofessional education" (the term promoted by CAIPE enshrined in its title) spread beyond primary care laying foundations for teamwork and collaborative practice in undergraduate studies in universities. He valued perspectives introduced by colleagues from other disciplines and professions but held fast to practice as the bedrock.

More than a doctor, John was a talented water colourist, an accomplished organist and devoted family man supported by Elizabeth, his wife and GP partner. Espousing holistic care, wholeness was exemplified in his very being. Candour about his recurrent depression helps to explain his particular interest in mental health and his identification with the suffering of others.

For his obituarist in The Times (20/6/12), John

"was gentle and softly spoken but this belied his quite determination. Teaching by example and leading by persuasion were always his preferred methods. He never instructed or insisted, and he had a talent for listening. He was accessible and approachable and inspired all who knew him with the breadth of his knowledge, wisdom and personal example."

Hugh Barr and Richard Gray

In the memory of John Horder and in the spirit of his thinking The General Practice and Primary Health Care Section Council, RSM and The Centre for the Advancement of Interprofessional Education (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.

Award Winners 2018

Team prize: The view from the front line: Family-centred care 'from conception to reception' in Lambeth. *Dr Rachael Kilner, LEAP General Practitioner and Locum, The Tulse Hill Surgery, Lambeth, Co-Presenters; Ms Octavia Wiseman, LEAP Midwife, Kings College Hospital, Ms Claire Spencer, LEAP Midwife, Guys and St Thomas's NHS Foundation Trust and Breastfeeding Coordinator and Ms Carla Stanke, LEAP Public Health Specialist.*

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The LEAP (Lambeth Early Action Partnership) health team initially spent time shadowing each of their colleagues in each of the three professional areas –midwifery, health visiting and general practice. We then met with a range of professionals and families to understand what the system is like now, areas that work well and areas that could work better. The professionals involved in these meetings were cross boundaries –i.e. secondary care and primary care together, across professional job boundaries i.e. midwives and GPs, and practice nurses, and also across health and council service boundaries –children centre managers and commissioners from the council, GPs, public health specialists. This cross-boundary working is a key recommendation from the Better Births Maternity Review.

Student prize: Describe and discuss an example of inter-professional working or learning with which you have been involved: **‘Improving integration between primary healthcare and social care for the frail and elderly population’.**

Mr Danial Naqvi, Medical Student, Imperial College London. Danial is a 5th year medical student who intercalated last year at the Imperial College Business School to undertake a BSc degree in Management. Through this degree he developed an interest in not only clinical medicine but also interprofessional working and the managerial side to healthcare.

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 ¹ Centre for Medical Education, Queen’s University Belfast, Belfast, Northern Ireland ; ² School 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.

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Individual Member

This is a new group that aims for 2019/20:

- To undertake a survey of individual members in relation to their engagement with CAIPE
- To review current benefits of individual membership
- To increase individual membership

Student

This 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. Many thanks to Laura Park and James Wade.

The aims for 2019/20 are:

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

Thanks to Jenny Ford, 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 and attract membership to CAIPE. The aims for 2019/20 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 Jenny Ford, Kate Parkin, Emma Smith, Chris Essen, 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.

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Routledge CAIPE Publications

We are pleased that the third book in the 'Collaborative Practice' Series was published in September 2018 'Collaborative Practice in Critical Care Settings: A workbook' by Scott Reeves; Janet Alexanian; Deborah Kendall; Todd Dorman & Simon Kitto.

This practical and evidence-based workbook offers a series of assessment, implementation and evaluation activities for professionals working in critical care contexts. Designed to improve the quality of care delivery, it looks both at collaboration between professionals and between patients and/or family members. The activities presented in this book are based on extensive empirical research, ensuring this book takes into account the everyday work environment of professionals in critical care units. It is suitable for practitioners and educators, as well as patient safety leads and managers.

Hugh Barr, CAIPE President comments in the foreword: Scott died suddenly soon after completing this workbook. The last of his many interprofessional publications, it exemplifies his achievements as the outstanding interprofessional scholar of his generation bringing out the best in those of us who were privileged to work with him.

The manuscript for the fourth book in the series is currently being published by Routledge: John Spicer, Sanjiv Alhuwalia and Karen Storey on "Collaborative Practice in Primary Care". A further title in preparation: Dave Roberts and Laura Middleton-Green on "Collaborative Practice in Palliative Care". Proposals for further titles will be discussed later in the year at the CAIPE Away Day. Many thanks to Hugh Barr, Alison Machin and Maggie Hutchings for their continued endeavours.

Research

This group has continued to grow over the past year under new leadership of Dr Veronica O'Carroll. The emphasis of the 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 website which has been updated. This now includes a "Research Enquiry" form which will be managed through a generic research email account (research@caipe.org), and group member profiles. The 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), InterprofessionalResearch.Global, Institute of Healthcare Canada, Interprofessional.Global 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.

The aims for 2019/20 are:

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

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Consultancy and Workshops

This group has revised the workshop presentations and is attracting interest again in the provision of workshops to Higher Education Institutions and Organisations. Prices for the provision of consultancy and workshops have been revised and posted on the web site. 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 is a new group with the objective that CAIPE works with national partners within the UK, including professional 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 regulators and other stakeholders on the appropriateness of the framework.
- Publication of agreed standards framework.

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

CAIPE Governance

This is a new group with the prime objective of reviewing and advising on CAIPE policies to ensure quality effective governance through transparency and accountability.

Many thanks to Alison Machin and Nicola McLarnon for leading this initiative.

Learning & Teaching

This is a new group and has been 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:

- Simulation – developing good IPE case studies in low fidelity simulation or in role-playing (with or without use of video) and devising a checklist or protocol for teaching and assessment.
- Artificial Intelligence and machine learning – identifying datasets and applying a new algorithm, and providing an update for CAIPE on developments in these areas and why they may gain importance in IPE
- Embedding an IPE strategy in HE – creating resources based on case studies and experiences. Resources will consider the challenges involved in embedding IPE within an institution and how others have addressed them, explore strategies which can be utilised, in addition to collating different models and approaches to IPE within the curriculum.

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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 Michael Sy to give a visual presentation of the people involved. Language translation is being explored and colleagues in Switzerland's Linguistic Department could provide translation opportunities. The languages offered could be highlighted on the homepage. 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. A recent visitor from Japan has been facilitated and reported on the website. An International Publications and Reports page has been added which will be populated with international reports and translated CAIPE and other network publications.

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

Sundari Joseph completed her secretariat role in March 2019 being replaced by Barbara Maxwell from the America Interprofessional Health Collaborative. Following a Retreat at a conference centre outside Auckland, New Zealand after ATBHIX WCC was rebranded Interprofessional.Global (IP.G). IP.G is founded of 9 networks (IndIPEN, India; Nipnet, Nordic Countries of Europe; CIHC, Canada; APPIEN, Australasia; AIHC, USA; CAIPE, United Kingdom; REIP, South America & Caribbean, JIPWEN & JAIPE, Japan; AfrIPEN, South Africa; IP.G is now accepting emerging networks; APIPECnet, Indonesia; German speaking countries Switzerland; and Arab speaking countries, Qatar. A report of the work achieved at the retreat has been previously published. Stefanus Snyman, AfrIPEN, led the group into a partnership working model which was hard work but very successful. The new IPG website was launched on 16th November 2018 and the following Working Groups developed:

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

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Developments in the past year have included:

- Monthly Virtual Global Meetings via Zoom
- 2020 ATBHX has been awarded to Qatar
- Continued links with the WHO Health Workforce Department
- Management and Development of the IP.G website
- Continued IPE development in the Americas and Caribbean

CAIPE extends thanks to Sundari Joseph for her tremendous commitment to providing Secretariat support to WCC/IP.G.

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.

CAIPE Corporate Forum 26th October 2018 hosted by Birmingham City University: Challenges and Opportunities in IPE: a West Midlands perspective. Welcome: Carol Doyle, Head of the School of Nursing and Midwifery, Birmingham City University welcomed attendees to the event followed by Gerri Nevin, Associate Professor, School of Nursing and Midwifery, Birmingham City University and Sharon Buckley, Senior Lecturer in Medical Education, University of Birmingham. Keynote presentation: *'Building IPE in a hospital Trust'*, Mr Atiq Rehman Consultant Vascular Surgeon, Dudley Group NHS Foundation Trust. As Head of Clinical Teaching Academy, Atiq has established an extensive programme of IPE within the Trust, including IP plenary days, workshops, simulations and short clinical attachments. In his presentation, Atiq discussed the challenges he has faced and consider the future shape of practice-based IPE. *'An Interprofessional (IP) Learning Week'*, Clair Zawada, Senior Lecturer in Radiotherapy, Birmingham City University. Interprofessional Learning Week is a Faculty wide conference that offers a wide range of interactive activities for both staff and students to encourage team working, wider thinking and awareness of other professions. Clair described experience so far, lessons learned and future developments. *'IP workshops for pre-registration, nursing, physiotherapy, dentistry and pharmacy: what is the optimum professional mix?'*. Christine Hirsch, Senior Lecturer and Director of Clinical Learning MPharm programme, University of Birmingham. In this presentation, Christine considered experience and lessons learned from these successful 'bi-professional' workshops and considered the advantages and disadvantages of expanding the number of professions involved. *'A model for Interprofessional Education at the University of Birmingham'*, Sharon Buckley, Senior Lecturer and Lead for Interprofessional Education, University of Birmingham. In this presentation, Sharon outlined a model for IPE at Birmingham that takes account of the institutional context, is flexible and scalable and ensures that all students have an equivalent IPE experience. *'Promoting integrated working across the health and care sectors: recommendations for practice settings, professional and statutory bodies, HEIs & HEE'*, Pat Bluteau and Ann Jackson, Faculty of Health and Life Sciences, Coventry University.

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An update on the current Health Education England funded project to investigate the best ways to educate for and promote integrated working across the healthcare sectors. *'The Knowledge and Skills Exchange (KASE) Student IPE Society'*, Kalyaani Vickneswaran, year 5 Medical Student, University of Birmingham.

KASE is a growing and vibrant student IPE Society based at the University of Birmingham. Kalyaani, who recently attended ATBHIX with the support of a CAIPE student scholarship, shares the work of KASE and reflected on her experience of presenting KASE at this major international conference.

'Safeside: an immersive community nursing simulation', Stephanie Reynolds, Senior Teaching Fellow in Nursing and Midwifery, Birmingham City University. Safeside is a community simulation in a life size street owned by the Fire Service and working with the BCU School of Acting. Scenarios place nursing students in challenging situations that encourage them to consider their roles and accountability as community nurses. This presentation considered the potential for Safeside to foster IPE. The event concluded with a CAIPE Think Tank. A panel discussion of 'priorities for West Midlands IPE' facilitated by Gerri Nevin and Sharon Buckley.

CAIPE Corporate Forum 14th March 2019 hosted by University of Nottingham: IPE: The Students Perspective. Kirsty Hyndes, Director of Interprofessional Education, and Suzy Plows, Administrator, Centre for Interprofessional Education and Learning, University of Nottingham were thanked for hosting our latest CAIPE Corporate Forum. Kirsty Hyndes, Director of Interprofessional Education and Richard Pitt, CAIPE Chair, welcomed attendees to the event. The first presentation was from Jenny Ford and Maryam Durojaiye on

'Interprofessional student service-learning for homeless people: Project LIGHT' (University of Leicester). This highlighted the engagement of students and charities in collaborative practice, building confidence to refer and emergence of positive values. Presentation of local IPE initiatives demonstrated how students recognise the common ground between professions who are all working for the benefit of service users. Jenny and Maryam shared an example of interprofessional extracurricular volunteering and how this inspired students and prepared them for practice.

Kirsty Hyndes presented

'Interprofessional Education at the University of Nottingham'. The presentation demonstrated that for the Centre of Interprofessional Education and Learning at the University of Nottingham it is possible for sustainability and growth, moving on but not leaving behind.

Nerissa Walker, Assistant Professor, IPE Lead for Dietetics and Dr. Stephanie Bridges, Associate Professor, IPE Lead for Pharmacy presented on *'Developing and learning from a digital IPE case study using Pharmacy and Dietetics students video clips'*. We heard how an online interaction can overcome the logistical challenge of different sized cohorts and enable students to experience combining their expertise with than of another profession for a positive outcome

Helen Wightman, Assistant Professor, IPE Lead for Midwifery presented on *'MidMed: Development of IPE for midwifery and medical students'*. We heard of the development of Team Objective Structured Clinical examinations around decisions and priorities for women in labour.

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Following a delightful lunch Gill Langmack and Michael Taylor from the University of Nottingham Health E-Learning and Media (HELM) Team introduced attendees to a *'Workshop: Development of an RLO - Creating an Effective Storyboard'*. The afternoon activity for all attendees was designing a Reusable Learning Object (RLO) after an extremely informative talk by the **HELM Open** team. It was striking that the students present focused immediately on how IPE should benefit patients. The activity involved the development of a storyboard. Richard Pitt, CAIPE Chair concluded the very informative day with an update on CAIPE activities and encouraged all Corporate members to complete an institution profile for uploading to the website. He summarised that the take home messages from the presentations were: effective communication and engagement with students; an identified centre of IPE with leadership and administrator; protected time for IPL leads and facilitators; clear focus in curricula of learning about, from and with; focusing down IPE to meet specific professions needs; use of digital technology and simulation; need for mixed methods of learning and that interprofessional learning should be fun.

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

Consultations, Policies and Reviews

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. CAIPE has continued to have representation on the twice yearly Inter-Regulatory Education Group. Which 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. This year CAIPE gained representation on the Health Care Professions' Education Leads Group. Over the past year the only consultation CAIPE has been invited to participate in was the Nursing and Midwifery Council Future Midwife and following attendance at several roundtable discussions CAIPE submitted recommendations to the consultation on the 9 May 2019.

CAIPE has had regular meetings with Health Education England through contacts in HEE South and HEE Midlands and East. Developments have at last occurred with the delivery of IPE Workshops within HEE South project. HEE Midlands and East commissioned CAIPE to undertake a further project in collaboration with Coventry University. The outcome of this was a joint workshop which is presented below under events.

CAIPE has continued its relationship 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 Executive. A similar link has been made with ASPIH Association of Simulated practice through CAIPE Board member Sharon Buckley. Following last years AGM CAIPE now has a Knowledge Partnership with the International Foundation for Integrated Care. Cordial relationships have also been developed with the Irish Interdisciplinary Forum for Healthcare; the World Interdisciplinary Forum for Healthcare and the International Network for Health Workforce Education which has an Interprofessional Education and Training Working Group led by our CAIPE Honorary Fellow Lesley Diack.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

EVENTS

CAIPE AGM MEMBERS EVENT: Co-working and Co-production for Co-ordinated Care 14th June 2018.

The keynote presentations this year focused on the theme of 'Co-working and Co- production for Co-ordinated Care'. We were treated to different perspectives, ranging from macro-level integrated care systems and frameworks offered by, for example, the World Health Organisation, to the meso level of designing, steering and managing collaborative cultures focused on citizen groups and communities promoted, encouraged and supported by organisations like the Health & Social Care Alliance, Scotland, to the micro level of significant initiatives such as the Health and Wellbeing College, making a tangible difference to people's lives by offering person-centred opportunities for developing self- management for people to grow in confidence and feel more in control of their own health and wellbeing.

Westminster Health Forum Keynote Seminar: Next steps for professional healthcare regulation. Thursday, 21st June 2018, Hallam Conference Centre, 44 Hallam Street, London W1W 6JJ

Richard Pitt, CAIPE Chair attended the WHF. The salient points to emerge from the forum were: Consolidation of the nine professional regulators; Need for fast and efficient processes; Single legislation; Focus on prevention agenda; Reform governance; Single Code of Conduct for all health and social care professions and one set of common standards underpinned by profession specific standards. Richard considered that there was the potential of all profession regulators to move forward on these issues.

CAIPE Board Away Day: Extending CAIPE's Reach, 5th July 2018, Bournemouth University.

CAIPE members - Amira Chaudhry, Jenny Ford, Stephen Garvey, Dawne Gurbutt, Maggie Hutchings, Sundari Joseph, Nichola McLarnon, Veronica O'Carroll, Kate Parkin, Richard Pitt, Emma Smith - 'met' face-to-face and online. Following world café discussion action plans for Working Groups were drawn up from the points raised under each of the four topics discussed:

- Digital Media Strategy
- Reaching out to Other Organisations- a central direction for CAIPE
- Extending our International Reach
- Extending CAIPE's Reach through Research & Publications

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

Continued....

ALL TOGETHER BETTER HEALTH IX CONFERENCE, Auckland University of Technology, New Zealand.

3- 6 September 2018

The conference theme was Collaborative Practice and interprofessional Education- Transforming the Landscape of Healthcare (Ohomairangi te Hauora Manaaki). Whilst the conference provided an excellent opportunity to learn more about interprofessional education and collaborative practice, it was also a thoroughly fun and enjoyable experience meeting and networking with like-minded people from across the globe. The conference was well-attended by over 300 people, with representation from over 22 countries including Australia, Brazil, Canada, Denmark, Finland, Germany, India, Indonesia, Japan, Malaysia, Netherlands, New Zealand, Qatar, Saudi Arabia, Singapore, South Africa, Spain, Sweden, Switzerland, Thailand, United Kingdom and the United States.

CAIPE was well represented: Chair: Richard Pitt; Vice Chairs: Maggie Hutchings and Sundari Joseph; Honorary CAIPE Fellow: Liz Anderson; Board Members: Jenny Ford; Chris Sanders and Sharon Buckley; Company Secretary: Ann Ewens; and Members: Neena Lakhani; Marion Huber; Heloise Agreli; Michael Sy; Travis Norton; Kalyaani Vickneswaran; Priya Martin, Alla El-Awaisi; Kirsty Hyndes; Joanne Keeling, Hester Smeets and Anne Smart.

Values Based Interprofessional Education and Practice Network 2nd Workshop 10th October 2018.

The Values-Based Interprofessional Education and Practice Network, The Collaborating Centre for Values-Based Practice Venue: St Catherine's College, Oxford.

The learning outcomes for the day were as follows: Increased knowledge of and greater awareness of the link between Values Based Practice (VBP) and IPE and Practice; Greater knowledge of the practical application of VBP and IPE and Practice through research, the use of digital stories and the use of simulation; Applied knowledge/skills learnt to their future practice; Strengthened the links within the Network.

Most participants reported that the individual sessions had been helpful, attending the workshop had increased their understanding of VBP/ IPE and that the day provided opportunities to reflect and think about the link. A few stated that their knowledge and thinking had not changed but the day confirmed and consolidated awareness and impact of these issues. The quote of the day stated by several was "IPE gets them into the room and VBP gets them talking".

Many participants reported that they would subsequently use both digital stories and simulation in their educational activities. Others stated that it had enhanced their ability to consider values throughout all stages of their work with some intending to incorporate VBP into their IPE workshops more than they do already. Many commented on the value during the day of networking and making helpful contacts. Further stating that they would reflect upon the day and build on their knowledge, understanding and skills of VBP and IPE and Practice. An equal number of participants intended to pursue contact with the professionals engaged in the workshop and with the Network with the purpose of taking ideas forward.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

CAIPE Chair's Event Communicating IPE in a Digitalised World Friday 30th November 2018
10 am - 4 pm, Friends House, Euston, London

Attendees at this year's event were engaged in an interactive programme. The overall objective to explore how CAIPE should engage with digital technology in the development, teaching and research of interprofessional education and collaborative practice. First was exposure to the CAIPE Digital Stories, an initiative of Richard Gray (CAIPE Honorary Fellow & previous Chair) and Elizabeth Howkins (previous CAIPE Chair & Treasurer). Richard and Elizabeth strongly believing stories help people make sense of experiences – their own and others. That they can be a particularly beneficial way for participants to process difficult, confusing or painful experiences, and to share those experiences with others. CAIPE members have, over the years, made frequent use of the Patient Voices' extensive collection of digital stories for their own work in promoting and teaching interprofessional education (IPE) and interprofessional collaborative practice. Although there are many digital stories addressing health and social care issues, there are few that specifically address and focus upon interprofessional education, interprofessional collaboration, or teamwork. CAIPE has now filled this gap with a collection of stories specifically relating to IPE.

Several CAIPE members have produced a rich and personal story of their journey to IPE and their continuing work in promoting the principles and values of IPE as a service user, practitioner, teacher, student or IPE leader. In addition to educational uses, the stories can be used for marketing and promoting CAIPE. The nine stories were themed into: Practice; Leadership; and Transitions and following each themed presentations there was Panel discussion facilitated by: James Munroe, Chief Executive of Care Opinion; Ruth Eley, TIDE Founder- Director and the Vice-Chair of Life Story Network; and the storytellers. Before watching each video, the author had the opportunity to introduce their own story. Small groups discussed the story addressing two significant questions:

How do these stories connect with your own values and what matters to you?
How would you use these stories in educational and/or promotional contexts?

These are some words that give a flavour of the feedback:

"Inspirational, moving, vulnerable, resilient, overcoming barriers, enhancing the values of IPE, real examples of IPE in practice, IPE does matter, awareness of the professionals' feelings, and hearing the patient's voice." All present were encouraged to use the digital stories on the CAIPE website and to complete the evaluation section that relates to how the stories were used.

James Munroe, Chief Executive of Care Opinion then shared with attendees the role Care Opinion has with '*Online patient feedback as a resource for interprofessional learning*'. As CEO James focuses on sharing Care Opinion's mission with people in health and social care, and with health professionals in training, emphasizing the importance of generosity, curiosity and reciprocity in their work. This was a very thought provoking and provided insight on how CAIPE could use Care Opinion as a learning resource and as his final slide said, "Hear the patient voice at every level – even when that voice is a whisper" (Don Berwick August 2013).

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

Chairs Summary

The nine digital stories demonstrated feelings, emotional intelligence, experience and alignment with other areas of CAIPE activity, such as: values and the development of the Values Based Interprofessional Education and Practice Network professionalism and interprofessionalism through the workshop with the Education Inter-Regulatory Group.

However, we must consider the context they are used in and advise audiences of this otherwise they may focus on one specific area. Listening is important emphasising the need to listen for the story- mindfulness. One of the main questions to emerge in the final discussion was “How do we use digital resources in our teaching, learning and research of interprofessional education and practice?”

Financial Position

At 31 March 2019 CAIPE’s financial position remains healthy. There was a surplus on ordinary activities of £476, (2018 deficit £9,948) and a deficit on activities through the Restricted Fund of £14,189. This is due to the surplus funds carried forward from the ATBH Conference being expended over several financial years. Overall both General and Restricted Funds remain in surplus with balances of £79,028 and £630 shown on page 21 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 2019, 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.

Risk Assessment

The majority of CAIPE's income is generated from membership fees and these have dropped from £41k to £37k this year as a result of financial pressures on institutions, in the main.

CAIPE has prudently managed its finances over the past few years and has a healthy reserve in order to continue this work.

Reserves and Investment Policy

The trustees maintain 2 deposit 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 2019 there was a balance of £56,464 on this account also earning interest at 0.05% and a further £14,739 on the current account.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

For the year ended,

31 March 2019

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

13 June 2019

**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 2019**

I report to the charity trustees on my examination of the accounts of the charitable company (CAIPE) for the year ended 31 March 2019.

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. accountiing 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.

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

LEICS LE15 7QA 13 June 2019

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Statement of Financial Activities

For the Financial Year:

1 April 2018 to 31 March 2019

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Income from:				
Members subscriptions	37,312	-	37,312	40,824
Gift aid	561	-	561	1,432
Donations	407	-	407	57
Grant: Health Education England	-	-	0	12,350
Workshops	-	-	0	1,280
Miscellaneous income	84	-	84	1,674
Bank Interest	37	-	37	167
Publication sales and royalties	57	-	57	142
Total	38,458	0	38,458	57,926
Expenditure on:				
<i>Raising funds</i>				
Website maintenance and advertising	5,369	-	5,369	11,227
	<u>5,369</u>	<u>0</u>	<u>5,369</u>	<u>11,227</u>
<i>Charitable activities</i>				
Forums, Chairs Event and Exec. Groups	4,494	-	4,494	9,177
Scholarships and Awards :John Horder/Student	4,661	-	4,661	4,611
Publications	5,623	-	5,623	10,768
WCC Retreat	-	8,667	8,667	926
ATBH IX	-	3,039	3,039	0
ATBH and other Workshops	-	2,483	2,483	20,215
	<u>14,778</u>	<u>14,189</u>	<u>28,967</u>	<u>45,697</u>
<i>Governance and Administration</i>				
Secretarial incl post and stationery	9,894	-	9,894	9,578
AGM and Board meetings	6,452	-	6,452	5,147
Accounting services	946	-	946	1,036
Independent examination	295	-	295	280
Bank and late filing charge	249	-	249	90
	<u>17,836</u>	<u>0</u>	<u>17,836</u>	<u>16,131</u>
Total	37,983	14,189	52,172	73,055
Net income/(expenditure)	<u>476</u>	<u>-14,189</u>	<u>-13,714</u>	<u>-15,129</u>
Transfers between funds *			0	0
Total Funds Brought Forward	<u>78,552</u>	<u>14,819</u>	<u>93,371</u>	<u>108,500</u>
Total Funds Carried Forward	<u>79,028</u>	<u>630</u>	<u>79,658</u>	<u>93,371</u>

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Balance Sheet

as at 31 March 2019

<i>The assets and liabilities of the charity:</i>	Notes	2019		2018	
		£	£	£	£
Current Assets					
Debtors		0		12,407	
Cash at bank and in hand		<u>81,208</u>		<u>86,350</u>	
Total Current Assets		<u>81,208</u>		<u>98,757</u>	
Creditors					
amounts due within one year		<u>1,550</u>		<u>5,386</u>	
Net Current assets			<u>79,658</u>		<u>93,371</u>
Total assets less current liabilities			79,658		93,371
NET ASSETS			<u>79,658</u>		<u>93,371</u>
<i>The funds of the charity:</i>					
Unrestricted income funds		<u>79,028</u>		<u>78,552</u>	
TOTAL UNRESTRICTED FUNDS			<u>79,028</u>		<u>78,552</u>
Restricted income funds		<u>630</u>		<u>14,819</u>	
TOTAL RESTRICTED FUNDS			<u>630</u>		<u>14,819</u>
TOTAL CHARITY FUNDS			<u>79,658</u>		<u>93,371</u>

For the year ending 31 March 2019 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

13 June 2019

The notes on pages 21-25 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 2019

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 2019

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 2019

	2019	2018
	£	£
4 Surplus for the financial year:		
This is stated after crediting:		
Revenue turnover from ordinary activities	38,458	57,926
and after charging:		
Independent Examiners fees	295	280
	2019	2018
	£	£
5 Events		
<i>Forums, Chairs Event and Exec. Groups</i>		
Conference/meeting Attendance	481	3,913
Chairs Event	2,286	1,949
Corporate Forum	417	582
Executive and Task Groups	1,310	2,733
<i>Sub total</i>	<u>4,494</u>	<u>9,177</u>
<i>ATBH and other Workshops</i>		
Patient Voices	109	15,304
IBE/VBP	1,790	4,119
Zuyd	0	435
HEE	584	357
<i>Sub total</i>	<u>2,483</u>	<u>20,215</u>
6 Investment Income	2019	2018
	£	£
Bank deposit interest paid	37	167
	2019	2018
	£	£
7 Creditors: amounts falling due within one year.		
Trade creditors	1,550	5,386
	<u>1,550</u>	<u>5,386</u>

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2019

	2019	2018
8 Profit and Loss Account		
At 31 March 2018	93,371	108,500
Deficit for the year	<u>-13,714</u>	<u>-15,129</u>
At 31 March 2019	<u>79,658</u>	<u>93,371</u>

9 Trustees remuneration and expenses.

There were no fees paid to trustees in the Financial Year.

A total of £5,366 (2018, £6,183 to 5 trustees) was paid to 6 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 (2018: 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	80,578	1,550	79,028
ATBH Surplus			
Restricted Fund	630	0	630
Per Balance Sheet	<u>81,208</u>	<u>1,550</u>	<u>79,658</u>

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 2019

12 2018 Statement of Financial Activities, showing the analysis of funds

	Unrestricted Funds	Restricted Funds	Total Funds
	2018	2018	2018
	£	£	£
Income from:			
<i>Incoming resources from generated funds</i>			
Members subscriptions incl gift aid	42,256	-	42,256
Donations	57	-	57
Grant: Health Education England	12,350	-	12,350
Workshops	1,280	-	1,280
Miscellaneous income	1,674	-	1,674
Bank Interest	167	-	167
Publication sales and royalties	142	-	142
Total	57,926	0	57,926
Expenditure on:			
<i>Raising funds</i>			
Website maintenance	11,227	-	11,227
	11,227	0	11,227
<i>Charitable activities</i>			
Workshops	16,096	-	16,096
Scholarships and Awards: John Horder	4,611	-	4,611
Publications	10,768	-	10,768
Events and members meetings incl travel	9,177	-	9,177
ATBH: WCC	-	926	926
ATBH Workshops IBE/VBP	-	4,119	4,119
	40,652	5,045	45,697
<i>Governance and Administration</i>			
Secretarial incl post and stationery	9,578	-	9,578
Board/steering group meetings and AGM	5,147	-	5,147
Accounting services	900	136	1,036
Independent examination	280	-	280
Bank charges	90	-	90
	15,995	136	16,131
Total	67,874	5,181	73,055
Net income/(expenditure)	-9,948	-5,181	-15,129