



*Centre for the Advancement of
Interprofessional Education*

Policy statement to support CAIPE Board members attending international conferences

Background

One of CAIPE's commitments in promoting and developing IPE is to provide and support opportunities to work across international boundaries to share ideas, expertise and exchanging visits.

CAIPE already has in place a policy to support students to attend international conferences through its student scholarship award scheme.

A number of Board members attend international conferences in order to formally represent CAIPE at meetings of the international interprofessional community of organizations and / or to present papers on CAIPE's work or the development of IPE within the UK.

Board members of CAIPE undertake this work in a voluntary capacity and while many are employed by organizations or universities which support interprofessional education, a number have no paid employment. Within CAIPE's Business strategy a sum has been set aside each year to support Board members who undertake the roles identified above, who have no paid employment, or do not have the support of their employing organisation and who would have to fund this work out of their own money.

This sum can be allocated according to appropriate need. For example, the whole sum could be allocated to one person to contribute to travel and accommodation, and conference registration; or the sum may be divided between two or more individuals. The decision as to allocation will be made by the Executive Group on behalf of the Board.

Procedure

Request for financial support should be made in writing to the Chair, making clear the rationale for and extent of the support requested (eg for conference registration, and / or travel and accommodation). This should be made prior to the conference.

The Chair's decision will be reported to applicant. Individuals should claim funds for registration, travel and accommodation using CAIPE claim form and attaching receipts.

CAIPE reserves the right not to offer this support if the finances cannot sustain it within any year.