



# **Accreditation Board Annual Report**

**Academic Year 2010 –2011**

[www.ehtpa.eu](http://www.ehtpa.eu)

## **Academic Year 2010-11**

As in previous years, a copy of this report will be received by the EHTPA Council and Education Committee following which a copy will be posted on the EHTPA website and circulated to institutions offering EHTPA accredited programmes.

### **Management of the Accreditation Board and Accreditation Process**

Meetings continue to be held 4 times per annum; copies of the board agenda and papers are posted to members 10 days in advance of each meeting.

Following the resignation of the Accreditation Coordinator in July 2010 the majority of the administrative functions of the role have been subsumed by the Chair of the Board and, with cooperation and support from board members, are working satisfactorily to date.

The management of the accreditation process continues to adhere to the established systems in place.

### **Accreditation Board Membership**

Mike Potter (University of Westminster) joined the board during the course of the year (board member from a teaching institution offering an EHTPA accredited programme) as did Terrill Dobson (practitioner board member nominated by a Professional Association).

Membership consists of 6 independent members (including the Chair), 6 practitioners registered with EHTPA Professional Associations and 2 members representative of institutions offering EHTPA accredited programmes. Current board membership includes practitioners from the following registers: NIMH; AMH; URHP; RCHM

### **Key events during the academic year**

- **The London School of Traditional Acupuncture and Oriental Medicine (LCTA) went into administration**

The Accreditation Board was able to successfully transfer accreditation to the University of East London (UEL): all students were able to complete their studies at UEL and qualified in July 2011.

- **Government announcement re Statutory Regulation by the HPC**

The announcement was welcomed by board members and work continues in order to facilitate a smooth transition when responsibility for programme approval moves to the HPC.

- **Transfer of accreditation from NIMH to EHTPA for Western herbal medicine programmes**

Following the government announcement, a request from four universities to transfer accreditation from the NIMH to the EHTPA was agreed in March 2011. Since then the EHTPA board has carried out desk audits of available documentation and records, visited each institution, and provided a written report confirming the position at the time of transfer. At the start of the 2011-12 academic year each institution will slot into the normal EHTPA accreditation system and timescales.

The universities concerned are Middlesex, East London; Westminster and Lincoln. Both Napier University and UCLAN are running out their programmes and will stay under the auspices of NIMH until the final student cohort has graduated (2012).

### **Other activities of note**

#### **Withdrawal from EHTPA Accreditation**

Although the College of Integrated Chinese Medicine (Reading) has received both academic validation and EHTPA accreditation for its MSc in CHM the decision was taken not to run the programme. Subsequently a non validated programme has been accredited by the ATCM.

## EHTPA Dispensary Audit

The EHTPA Dispensary Standards and Institutional Self Assessment Record have been trialled prior to both being fully implemented as part of the accreditation and review process in the 2011-12 academic year.

### Annual Review

The process of annual review has been streamlined by reducing the information required from institutions and simplifying the pro-forma to be submitted at the end of November each year. In addition, how board decisions are made about variations in the procedure to be followed have been clarified.

**Accreditation Criteria** have been reviewed in order to more clearly reflect HPC requirements and now include the requirement for CRB checks. These will be contained in the 2011 edition of the Accreditation Handbook which has undergone the usual bi-annual updating.

### Issues arising from accreditation/annual review

- The continuing absence of an agreed abbreviated core curriculum for Acupuncturists from BAAB accredited programmes and others with relevant previous experience is causing uncertainty and institutional concern. A satisfactory resolution is needed.
- Government changes to university funding is increasing the risk to programmes with low student numbers and/or high costs. In addition, uncertainty over statutory regulation has added to the likelihood of recruitment difficulties.
- Whilst some External Examiner reports have improved others continue to attract board members' attention because of the brevity of content about clinical assessment and clinical standards.
- Differences in the nature and quality of student/patient contact hours have been noted: there is evidence of uncertainty over how best to calculate these.
- Annual reports from institutions need to include attrition and retention rates and commentary.
- Student evaluation: lack of uniformity regarding opportunity to comment and the quality of evaluative processes in place.

Some institutions include a final clinical examination as part of their assessment strategy, others do not.

Re-interpretation of direct and indirect hours for clinical practice is taking place in order to simplify the process for institutions.

### Educational Institutions

<b>Western Herbal Medicine</b>	<b>Chinese Herbal Medicine</b>
University of East London	University of East London
Leeds Metropolitan University – not recruiting any further cohorts; programme closes 2012-13	Kingston University/College of Chinese Medicine, Reading: did not recruit.
Lincoln University	
Middlesex University	Middlesex University
Westminster University	Westminster University
	Northern College of Acupuncture – did not recruit.

### **Commendations for the attention of staff in educational institutions**

- The clarity of review documentation submitted to the board continues to improve
- The use of e-learning to supplement face to face tuition
- The development of on-line portfolios
- The involvement of the External Examiner in clinical assessments
- The investment in, and development of, medicinal herb gardens

### **Developmental Points for the attention of staff in educational institutions**

- Students need to be given sufficient time and opportunity to gain experience in individual patient prescriptions and to follow up cases.

- Botany and Pharmacognosy (in some cases) should be more central to learning in herbal medicine curricula
- Continue to encourage External Examiners to comment on clinical standards and assessment.

### Summary of developmental points from earlier board annual reports

2009-10	2008-09	2007-08	2006-07
A mixed picture of approximately 50% of institutions now receiving specific comments on clinical standards, others still receiving or asking for limited input	Ensure that External Examiner reports pay due attention to clinical standards	The External Examiners' remit must include the requirement that they focus upon clinical as well as theoretical standards and outcomes, and that specific reference must be made to both in the External Examiners' written reports.	External Examiners to focus upon clinical as well as theoretical standards and outcomes, and specific reference made to both in written External Examiner Reports
The majority of institutions have this in place and are developing/enhancing approaches.	Continue to refine criterion referenced clinical assessment linked to learning outcomes rather than a "pass/fail" task orientated approach	Continue to refine assessment strategies to demonstrate: pass/fail judgements that are transparent and linked to specific criteria; how reliability in the assessment of competence is assured	Further refinement of assessment strategies to include: demonstration of progression from novice to competent practitioner; pass/fail judgements that are linked to specific criteria; demonstration of reliability in the assessment of competence
Significant improvements noted this year. All institutions offering data sets with varying levels of explanation.		Annual Reports submitted by institutions need to provide all of the information specified on the review pro-forma, including an analysis of data presented.	Annual Reports to the Board to provide an analysis of data presented and to present a critique of the year in question, rather than a simple descriptive account of events
The level of formal scrutiny of external placements in some institutions could be improved		All clinical placements should be formally approved by the institution and audited routinely by the institution against their pre-determined criteria: records should be kept	All clinical placements to be formally approved by the institution and audited routinely against pre-determined criteria
Notification to EHTPA gradually improving although still some delays which exacerbate difficulties with accreditation event timescales	Involve the EHTPA at a much earlier stage in revalidation and/or renewal of accreditation deliberations		
Review in progress.	Critically review dispensary practises, ensuring patient safety issues are paramount	Institutions offering programmes in TCM/CHM are reminded of the need to adhere to the RCHM Code of	

This is now in place	Analyse attrition rates and make comment on these in annual reports to the board	Practice for Dispensaries	
Still in development phase	Consider offering qualified herbalists access to individual modules as part of their Continuing Professional Development.	The Board to consider ways and means of supplementing current communication channels with College Principals/Deans	

**EHTPA Council and/or Education Committee are asked to address the following:**

Carried forward from last year\*\*:

- PA's and the Education Committee are asked to clarify responsibility and mechanisms for notifying Educational Institutions of EHTPA educational policy decisions\*\*
- Complete the abbreviated CHM core curriculum for Acupuncturists from BAAB accredited courses\*\*
- Complete the work begun on guidance for External Examiners\*\*
- Agree the minimum requirements for Associate Membership of the EHTPA from EU PA's
- Consider whether a final clinical examination should be a mandatory EHTPA requirement

**Board priorities 2011-12**

- Embed the transferred Western HM programmes into the EHTPA accreditation systems
- Complete Annual Reviews and renewals of accreditation before Easter 2012
- Continue working towards handover to the HPC
- Encourage institutions to offer "stand alone" modules from their validated and accredited programmes for CPD purposes
- Develop procedures for the joint annual review and accreditation of both Western and Chinese programmes in the same institution
- Maintain robust accreditation systems and record keeping.

As ever, a very big "thank you" to everyone who has given me their support and/or contributed to the work of the board during the past 12 months – there are too many of you to mention – but you are all very much appreciated.

Lynn Copcutt  
 Independent Chair, EHTPA Accreditation Board  
 August 2011