



**Accreditation Board
Annual Report**

September 1st 2018 – August 31st 2019

www.ehtpa.eu

1. INTRODUCTION

On behalf of Accreditation Board members, I am pleased to present this summary of the Board's activity during the 2018-2019 reporting year and to note that the accreditation and processes and their management continue to adhere to the established systems.

2. MEETINGS

Three meetings were held during the year. The November and July meetings were held virtually and the May meeting in the Priory Rooms, Birmingham. The Board is grateful to the RCHM for hosting the virtual meetings. For the foreseeable future two of the three scheduled meetings will be held virtually, with the face-to-face meeting taking place in Birmingham.

3. ACCREDITATION AND ANNUAL REVIEW OUTCOMES 2018/19

Institution	Course	Successful Review	Successful Accreditation	Notes
UEL	BSc (Hons) Herbal Medicine	N/A		Closed October 2017.
Lincoln College	BSc (Hons) Herbal Medicine (Lincoln University-validated)	✓		
	BSc (Hons) BSc (Hons) Herbal Medicine (Open University-validated)	N/A		Course starts September 2018 following accreditation in August 2018.
Middlesex	BSc (Hons) Herbal Medicine/Traditional Chinese Herbal Medicine	N/A		Course ended. July 2018.
	PG Dip Professional Practice Ayurveda	N/A		Course ended ¹ . (2 students to submit dissertation in 2019/20.)
	PG Dip Professional Practice Chinese Herbal Medicine	N/A		Course ended July 2018.
	PG Dip Professional Practice Herbal Medicine	N/A		Course ended. (1 student to complete clinical practice by September 2019.)
Northern College of Acupuncture	PG Dip Chinese Herbal Medicine	N/A		Course converted from a validated degree to a Diploma under the EHTPA vocational route model. NCA submitted extensive documentation to demonstrate that standards and quality would be the same as for the degree course.
Westminster	MSc Chinese Herbal Medicine	✓		

¹ The University does not award Postgraduate Diplomas to students who continue to the Master's phase of the programme. The award of the accredited qualification, the PGDip, is made when students are awarded the Master's degree. Therefore, the University's accreditation was extended to cover the remaining students.

Institution	Course	Successful Review	Successful Accreditation	Notes
	BSc (Hons) Herbal Medicine	✓		

4. BOARD ACTIVITIES

Protocols and documentation

- The Accreditation Criteria were totally revised.
- A set of Academic Regulations was agreed.
- The Institutional Annual Review and Panel Report Templates were updated and shortened.
- The definition and description of Clinical Hours were reviewed and updated.
- The updating of the Dispensary Standards for Educational Institutions was put on hold.

Other items

The Board:

- Commented on the Education Development Group's papers on Subjects, Competences and Capability.
- Considered drafts of an *Explanatory Accreditation Board Marketing statement and Guidelines for practitioners using own practice for their accredited course.*
- Discussed the outcomes of the Board self-evaluation.
- Discussed the future of the Accreditation Board

5. MATTERS REFERRED TO COUNCIL

None.

6. 2019-2020 SCHEDULE OF ACCREDITATION AND REVIEW EVENTS

Reviews

Lincoln College

- BSc (Hons) Herbal Medicine (validated by Lincoln University)
- BSc (Hons) Herbal Medicine (validated by the Open University)

University of Westminster

- MSc Chinese Herbal Medicine
- BSc (Hons) Herbal Medicine

Re-accreditation

Northern College of Acupuncture

- Professional Diploma in Chinese Herbal Medicine

Accreditation

- White Crane Academy

7. BOARD ACTION POINTS FOR 2019-20

Routine

- Complete the 2018-2019 annual monitoring and review events in December-January; written panel reports submitted by the end of February 2020.
- Make recommendations to Council on any accreditation practices that have implications for EHTPA education policy.
- Review Board processes and templates as necessary.

Rolled over from 2018-19

- Consider how good practice identified in accreditations and reviews can be disseminated more widely and effectively.
- Present proposals to Council on Tradition-focussed Dispensary Standards for Educational Institutions.
- Revise External Examiner guidelines.

New

- Review the Accreditation, Re-accreditation and Annual Review processes.
- Monitor the implementation and marketing of the Education Development Group's outcomes.
- Consider how to develop workplace learning in the Core Curriculum and the accreditation process.
- Update web-based material.
- Develop a marketing strategy.

8. BOARD MEMBERSHIP

Membership

With the tragically early death of Emma Farrant the Board lost a valued and committed member.

9. ACKNOWLEDGEMENTS

As always, my thanks to all the Board members and everyone else who has directly or indirectly supported the operation of the Board during the past year.

Harvey Woolf
on behalf of the Accreditation Board
XXXXX 2019

Appendix

BOARD MEMBERSHIP AND ATTENDANCE

	Attendance
Practitioners nominated by EHTPA Professional Associations¹	
Eileen Gibbon	3/3
Emma Farrant	1/1
Donald Purves	3/3
Dr Frances Watkins	3/3
Member representative of institutions offering EHTPA accredited courses	
Mike Potter	3/3
Independent members	
Rishma Dattani	3/3
Lesley Donovan	2/3
Prof Kath Ross	3/3
Harvey Woolf (Chair)	3/3

¹ Once nominated, these members serve as **independent** practitioners, not as representatives of their nominating PA.