

Consultant Radiographers Advisory Group (CRAG)



Meeting Summary

Date: Thursday 22nd September 2022

Time: 11.00am – 14.00pm

Venue:

SCoR & Virtual by Microsoft Teams

In Attendance:

Members: (state names with initials in brackets)	Role	Job Title	Site
Yat Tsang (YT)	Chair	CoR Accredited Consultant Practitioner (Radiotherapy)	Mount Vernon Cancer Centre
Ruth Bees (RB)	Advisory	Consultant Practitioner (Breast)	Cheltenham General Hospital
Stella Campbell (SC)	Advisory	Consultant Practitioner (Breast)	Yeovil District Hospital
Lisa Field (LF)	Advisory	Consultant Practitioner (Diagnostic Reporting)	Dewsbury and District Hospital
Conor Fitzpatrick (CF)	Advisory	Consultant Practitioner (Palliative Radiotherapy)	The Clatterbridge Cancer Centre
Valerie Middleton (VM)	Advisory	Consultant Practitioner (Diagnostic Reporting)	University Hospitals North Midlands
Robert Milner (RM)	Advisory	CoR Accredited Consultant Practitioner (Diagnostic Reporting)	Rotherham Hospital
Paul O’Riordan (PO)	Advisory	Consultant Practitioner (MSK Practice)	University Hospital of Leicester
Neil Roberts (NR)	Advisory	CoR Accredited Consultant Practitioner (Radiotherapy)	St James’s University Hospital, Leeds
Barry Stevens (BS)	Advisory	CoR Accredited Consultant Practitioner (Reporting)	Walsall Healthcare NHS Trust

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Observers:			
Tracy O'Regan (TOR)	Professional Officer	Professional Officer for Clinical Imaging & Research	Society & College of Radiographers
Valerie Asemah (VA)	Minutes		Society & College of Radiographers
Rachel Harris (RH)	Professional Officer	Head of Professional Practice & Education	Society & College of Radiographers
Apologies:			
Nicholas Barlow (NB)	Advisory	CoR Accredited Consultant Practitioner (Radiology)	Rotherham Hospital
Linda Deane (LD)	Advisory	Consultant Practitioner (Breast Imaging)	The Shrewsbury & Telford Hospital NHS Trust
Sarah Fisher (SF)	Advisory	Consultant Practitioner (Palliative Radiotherapy)	Royal Derby Hospital
Kim Ngu (KN)	Advisory	Consultant Practitioner (Ultrasound)	Chelsea & Westminster NHS Foundation Trust
Helen Yule (HY)	Vice Chair	Consultant Practitioner (Breast Imaging)	Breast Test Wales

Outstanding Actions:

Item No.	Description	Owner	Due Date	Status
3.3	TOR to investigate if the document library publications can be listed alphabetically or in some other kind of order as some members are having difficulty in finding documents.	TOR		Completed
5.1.1	Review of CRAG Workplan: SC to draft statement on flexible working to be incorporated into guidance document.	SC		Completed
5.1.2	SC will aim to have document ready to go to UK Council meeting on 18 th May 2022.	SC		Completed



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5.3	Engaging with advisory group – TOR will check out if member/s could attend a QSI meeting to speak about CRAG and consultant level practice.	TOR		Completed
5.5	YT will endeavour to contact the research advisory group re collaboration by the end of the month.	YT		Completed
8.1	General Discussion – current issues, experience, overview of how practice is going: YT reminded those members whose tenure is up this year to please re-apply for a 2 nd term if they are so inclined, by getting in touch with VA	RB, SW, LS & VM		Completed
8.2	YT will speak to a colleague in Scotland to find out if they would like to apply to join CRAG.	YT		Completed
8.4	VA to double-check date of meeting and update group in minutes	VA		Completed

1. WELCOME AND APOLOGIES

- 1.1 The Chair warmly welcomed everyone to this meeting of CRAG, those in person at SCoR HQ and those attending virtually.
- 1.2 Roundtable introductions were made for the benefit of new member Paul O’Riordan.

2. APOLOGIES

- 2.1 Apologies received from Nicholas Barlow, Linda Deane, Sarah Fisher, Kim Ngu and Helen Yule.

3. MEMBERS WELCOME & INDUCTION

- 3.1 RH thanked everyone for joining this advisory group and gave them an overview to the Society of Radiographers and outlined how the advisory groups are run and managed. There are 10 advisory groups and about 23 Special interest groups. Also stated the differences between an advisory group and a special interest group (SIG). To note that SIGs are self-governing but supported by the Society and Officers attend some of the SIG meetings.
- 3.2 RH went on to inform the group that in total there are 10 advisory groups that sit under the Society and report to Council. An officer is allocated to work with each advisory group along with an admin. There are two official meetings a year – one face to face (with the option of joining online), and one virtual. VA

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minutes these meetings. The group will work with an officer (Tracy O'Regan in this case) to set up your workplan for the year. The whole group should participate in the workplan, but it is good to have someone leading on different pieces of work. Each member should volunteer to work on various pieces of work so that everyone will be involved in the work of the group. Small working parties are often set up to work on various pieces of work and these do not need to be minuted.

- 3.3 RH also informed the group that she would often send them consultations that are not to be shared outside the group.
- 3.4 Each advisory group has fifteen members who represent the rest of the membership plus a representative from UK Council. RH touched on the various pieces of paperwork – GDPR, representing SCoR and members proforma (these would have been sent out by VA with acceptance letters). RH outlined the role of the Chair and Vice Chair, which is to work to pull the work together and make sure work is staying on track. In addition, to make sure the meeting runs efficiently. The officer and chair usually work together to submit the work plan. It is expected that the Chair usually submits an annual report around the end of September each year; showing what has been achieved and what is outstanding. Chairs are usually in post for two years. The Chair also produces an annual report each year.
- 3.5 RH also informed the group that it is important that they try and attend the meetings, but SCoR is conscious of their varied workloads. One meeting will be completely virtual and one will be in person with the option to join virtually. Anyone who cannot attend should let VA know so it can be minuted. Apart from the two meetings a year there will be small working parties/subgroups. Chairs are not budget holders; this is under RH and Charlotte Beardmore remit so speak to the Chair or officer (TOR) in the first instance.
- 3.6 Really important that the group enjoy working together and everyone on the group have an equal voice and to remember that this group is an elite of the groups!

4. REVIEW OF MINUTES, APRIL 2022 MEETING

- 4.1 With the amendment of one typographical error the minutes of the meeting held on 26th April 2022 were agreed as a true and accurate record.

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5. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

- 5.1 To note that the Consultant Radiographer Guidance document is now published.
- 5.2 The Education Subgroup gave an update.

6. CHAIR & DEPUTY CHAIR ROLES

- 6.1 YT informed the group that he has just made a change of his clinical job at Mount Vernon Cancer Centre. He has taken up a new appointment at Princess Margaret Hospital in Toronto. He recently had a chat with RH, TOR and Charlotte Beardmore (Executive Director of Professional Policy) who are still happy for him to be involved with CRAG, but he will have to step down as Chair. HY is happy to step up to the position of Chair. YT asked if anyone is interested to be Vice Chair and if so to please let VA know.

ACTION: ALL

- 6.1.1 LF stated that she has just connected with a university in North Utah, USA and would like to share the workings of this group – advanced and consultants with them. They would like her to present and talk on this area. The guidance document is on the website and so there are no concerns around this.

7. COLLABORATION WITH SoR RESEARCH ADVISORY GROUP

- 7.1 YT gave a brief update to the group informing them that he had a meeting with Julie Woodley (Chair of the Research Group) with the premise of these two groups working closely together. Really important that a close collaboration link between these two groups is forged and the research domain for consultants are very important. TOR stated that a subgroup of the research advisory group has been working on how to develop a research strategy for local departments. TOR to add SC and NR to the Research Network. The idea of CRAG and the Research Group hosting a join study day was discussed. YT queried if anyone was interested in writing an editorial on the Role of Consultants in Research.

ACTION: TOR

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- 7.2 One of the objectives for next year workplan could be to work with each advisory group. TOR to provide group with a link to all advisory groups and Special Interest Groups (SIGS) on the website.

ACTION: TOR

8. REVIEW OF GROUP WORKPLAN

- 8.1 The group discussed the workplan and targets. YT asked the group if there were all okay with the four headings to structure their workplan and everyone agreed that they were. After discussion, it was agreed that some items should be extended to cover two years instead of a one-year workplan (as some items need a longer time to complete). There was concern that some individuals are achieving becoming consultants early in their careers and then running out of opportunities. How do we develop these individual further and keep them in the NHS. We have done well in getting more consultant posts, so where do we go from here. Why not give radiographers a clinical path instead of a managerial path.
- 8.2 It was suggested that the guidance document could be revised every 5 years. Invite a member from the Research Group.
- 8.3 TOR mentioned the two new digital staff Blu Evans and Felix Haigh and she will ask them to update the CRAG webpage.
- 8.2 Accreditation with the HEE was touched upon.

9. CONSULTANT RADIOGRAPHER NETWORK REVIEW

- 9.1 TOR gave an update on the consultant radiographer network review. To note that not everyone in the network group is accredited; accreditation figures are only approximately 10%. TOR agreed that she will push for consultants to join the Consultant Network and contact consultants/trainee consultants to let SCoR know when they have qualified as many of them do not inform SCoR. It was noted that accreditation will hopefully open again in October/November 2022. There was a question around the frequency of accreditation and if everyone should be accredited 5 yearly. See below for current frequency:

- Practice Educators – every 5 years

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- Consultant Radiographers – every 4 years
- Assistant Practitioners – every 2 years

TOR will update group when she has more information.

ACTION: TOR

9.1.1 TOR agreed to go post a copy of the last consultant survey on synapse for comments, to make sure that specialities are highlighted across all the professions. TOR to also find out if there could be a move to open text for surveys.

ACTION: TOR

10. CRAG MEMBERSHIP

10.1 TOR gave an update on the new member who has since resigned from GRAG – Kim Ngu. It has been agreed to offer this space to a member who had applied earlier this year, but who did not get a placement at the time. The group agreed. The issue of several group members leaving CRAG at the same time was brought up and it was suggested that it would be beneficial if there was a way to stagger this. Some members taking on Observer roles were also suggested. ToR will invite the chair of the research advisory group.

ACTION: TOR

10.2 To note that SC has volunteered to be Vice Chair for the group. A note be sent to the group via synapse, to alert those members who were unable to attend today in case they want to put their name forward.

10.3 To note that YT is stepping down form the Approval and Accreditation Board (AAB). VM is currently an assessor but will consider applying to join the Board. She will speak to RH and the Chair of the AAB Board in the first instance.

ACTION: VM

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11. 2022 TRAINEE CONSULTANT AND CONSULTANT RADIOGRAPHER SURVEY

11.1 TOR informed the group that she will first send the survey to CRAG via synapse, for comment before distributing more widely. YT proposed that a subgroup be formed with ToR as it would be good for members from this group to be involved.

TOR further informed the group that with respect to job planning / SPA time, HEE is running a series of webinars on the NHSEI via Futures platform/clinical productivity and radiography will be featured next month. Ongoing work so far has been excellent; considering CPD time, audit etc. It was reiterated that radiographers are working to high capacity in terms of patient volume.

11.2 LF informed the group that she attended a session on job planning. It was around nurses in every band using 15% of their time to pursue other non-clinical activities and apparently there is a spokesperson from HEE who has designed this template, and to note that one is also being developed for radiographers. As soon as LF gets hold of this she will forward to VA to distribute to the group.

ACTION: LF

12. GENERAL DISCUSSION – CURRENT ISSUES, EXPERIENCES, OVERVIEW OF HOW PRACTICE IS GOING

12.1 There was a general discussion around various issues:

LF mentioned that she was not consulted but has been told that her trust will be taking on 30 new students this year, and she feels that this is not practical as there is a huge gap in staff / mentor recruitment at present

There was agreement from VM who stated that it is a huge amount of work but LF mentioned that she was not consulted but has been told that her trust will be taking on 30 new students this year, and she feels that this is not practical as there is a huge gap in staff / mentor recruitment at present.

There was agreement from VM who stated that it is a huge amount of work but also the general day to day work volume. It is concerning that many newly qualified radiographers are training other new radiographers during their preceptorship period.

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1.2 LF to send an email to YT outlining her concerns at national level.

ACTION: LF

13. ANY OTHER BUSINESS

13.1 NR mentioned to the group that an advert for ACP roles within his trust (Sheffield) to sit somewhere between legacy and uni-professional advanced practitioners. To date three applicants from his site has applied for these roles. There is concern around how this new workforce will function. He will update the group at the next meeting.

ACTION: NR

13.2 BS requested an update on the PCE guidance and TOR informed him that she is waiting to chat to Sue Johnson on her return from leave. She will update the group when she has more information.

ACTION: TOR

11.3 We can support union on pay of 8A onwards job descriptions.

13.4 YT asked the group if they are happy for him to carry on being a member with CRAG regarding his change of role, and the group agreed. It will be for the next couple of months when he will handover to HY and the Deputy Chair.

13.5 A Christmas get together (online) was suggested to discuss progress on the Workplan.

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14. DATES OF FUTURE MEETINGS

14.1 Dates of future meetings were agreed as:

- Tuesday 25th April 2023 (face to face at HQ with option to join virtually)
- Thursday 28th September 2023 (online)

New Actions

Item No.	Description	Owner	Due Date	Status
6.	Chair & Deputy Chair Roles- To note that HY is happy to step into the role of Chair. SC volunteered for the Vice Chair Position and for equity VA to send out email to group to find out if anyone else is interested in this position.	VA & All		
7.	Collaboration with SoR Research Advisory Group – YT gave a brief update of his meeting with the Chair of the Research Group (Julie Woodley) regarding these two groups working together. TOR to add SC and NR to the Research Network Synapse. A joint study day was discussed for future work.	TOR		Julie Invited to next meeting. Synapse invites sent out also.
7.2	One of the objectives for next year workplan could be to work with each advisory group. TOR to provide group with a link to all advisory groups and SIGs on the website.	TOR		Pasted in discussion board.
9.	Consultant Radiographer Network Review – Following an update on the review TOR will work on getting consultant to join the consultant network and will keep the group updated.	TOR		Advert placed in synapse.

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9.1.1	TOR will go through the report to make sure that specialities are highlighted across all professions.	TOR		Placed on CRAG synapse with comments invited
10.	CRAG Membership – TOR informed the group that Kim Ngu has resigned from the group, and she would like to offer the space to another applicant who did not get a space at the last annual call. All agreed this was an effective way forward.	ToR		Invitation sent to applicant
10.2	TOR to send a message to the group seeking other volunteers for Vice Chair.	TOR		CRAG discussion board message
10.3	VM who is currently an Assessor on the AAB will apply to join the Board.	VM		
11.2	2022 Trainee Consultant and Consultant Radiographer Survey – LF recently attended a job planning session on using 15% of time to pursue other non-medical activities and to inform the group that a template is being designed for radiographers. As soon as she receives it, she will send on to VA to share with CRAG.	LF		
12.	General Discussion – current issues, experiences, overview of how practice is going – LF to send an email to YT outlining her concerns around the influx of new students and not enough staff to train them.	LF		
13.1	Any Other Business – NR agreed to update the group at the next meeting on the advertised ACP roles in his Trust and the effect this is having.	NR		
13.2	BS requested an update on the PCE Guidance, and as soon as TOR receives it, she will send on and update the group.	ToR		

Date of Next Meeting:

- Tuesday 25th April 2023 (face to face at HQ with option to join virtually)

Future Meetings:

- Thursday 28th September 2023 (online)