

# Consultant Radiographers Advisory Group (CRAG)



## Meeting Summary

**Date:** Tuesday 26<sup>th</sup> April 2022

**Time:** 11.00am – 15.00pm

**Venue:**

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
Helen Yule (HY)	Vice Chair	Consultant Practitioner (Breast Imaging)	Breast Test Wales
Ruth Bees (RB)	Advisory	Consultant Practitioner (Breast)	Cheltenham General Hospital
Stella Campbell (SC)	Advisory	Consultant Practitioner (Breast)	Yeovil District Hospital
Linda Deane (LD)	Advisory	Consultant Practitioner (Breast Imaging)	The Shrewsbury & Telford Hospital NHS Trust
Lisa Field (LF)	Advisory	Consultant Practitioner (Diagnostic Reporting)	Dewsbury and District Hospital
Robert Milner (RM)	Advisory	CoR Accredited Consultant Practitioner (Diagnostic Reporting)	Rotherham Hospital
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
Sairanne Wickers (SW)	Advisory	Consultant Practitioner (Radiotherapy)	University College Hospital, London

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<b>Observers:</b>			
Tracy O'Regan (TO)	Professional Officer		Society & College of Radiographers
Valerie Asemah (VA)	Minutes		Society & College of Radiographers
<b>Apologies:</b>			
Nicholas Barlow (NB)	Advisory	CoR Accredited Consultant Practitioner (Radiology)	Rotherham Hospital
Valerie Middleton (VM)	Advisory	Consultant Practitioner (Diagnostic Reporting)	University Hospitals North Midlands
Kim Ngu (KN)	Advisory	Consultant Practitioner (Ultrasound)	Chelsea & Westminster NHS Foundation Trust
Conor Fitzpatrick (CF)	Advisory	Consultant Practitioner (Palliative Radiotherapy)	The Clatterbridge Cancer Centre
Laurence Skermer (LS)	Advisory	Consultant Practitioner (Diagnostic Reporting)	Walsall Manor Hospital

### Outstanding Actions:

Item No.	Description	Owner	Due Date	Status
4.	Appointment of Deputy Chair: The Chair asked for volunteers for the position of Vice Chair. Anyone who is interest should please inform Chair or VA.	All	Nov 21	Completed
7.	Review and New Work Plan for CRAG: SC gave a brief update on the draft second edition, consultant radiographer guidance for the support of new and established consultant roles.	SC & VA		Completed
7.1.2	TOR/YT will upload a draft of the workplan for group to add their comments and suggestions.	TOR/YT		Completed
8.2	Consultant Radiographer Guidance Work/Draft Impact Toolkit: SC gave a brief update on the first edition of the consultant radiographer guidance for the support of new and established consultant roles. It is due	TOR, SC & VA		Completed

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	for a review. TOR agreed to consolidate work that has been done so far and send over to SC for consideration. SC would send most recent guidance to VA for upload to synapse.			
9.	Accreditation – Project Smart: TOR to request update from Jacquie and Katherine re accreditation and assessor training.	TOR		Kathryn confirms work is ongoing.
10.1	TOR to post dates for advisory group synergy dates on synapse.	ToR		Completed.
11.2	PCE guidance (formerly ‘red dot’) is due for an update. It would be good if members from this group could work alongside the Diagnostic Imaging Advisory Group. TOR, BS and LF would be willing to help	TOR		Ongoing.

### 1. WELCOME AND APOLOGIES

1.1 The Chair warmly welcomed everyone to this virtual meeting of CRAG.

### 2. APOLOGIES

2.1 Apologies received from Nicholas Barlow, Conor Fitzgerald, Valerie Middleton, Kim Ngu and Laurence Skermer.

### 3. MINUTES

3.1 *Minute 4.1* – Advanced Practice (Impact work and spread of roles) – TOR informed the group that this is ongoing and will follow up with Rachel Harris (RH) and Spencer Goodman (SG). TOR further informed the group that when she last spoke with SG, he indicated that a multi-professional framework was being developed for radiotherapy advancing practice. If there is anything to share from SG, she would ask for permission to share on synapse.

3.2 *Minute 5.1* – CRAG Guidance Document – It was agreed that this should be left with Stella Campbell (SC) for completion. The document will then go to proof-readers and on to SoR council for their approval prior to publication.

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- 3.3 *Minute 11.1* – Website – TOR informed the group that she has updated the CRAG webpage. Blu Evans (Content Editor) and Felix Haigh (Learning Technologist) will be available to update, make changes and offer advice with respect to page design. SC asked if the publications in the document library could be listed alphabetically or some kind of order to help with searching. TOR will check if this can be applied.

***ACTION: TOR***

- 3.4 *Minute 11.2* PCE guidance (formerly ‘red dot’) – is ongoing but running a bit behind schedule. TOR reminded the group that the Diagnostic Imaging Advisory Group (DIAG) had on their workplan to work on preliminary clinical examinations and this guidance (formerly known as red dot), so it is about building on this. Three volunteers from this group were needed to work with DIAG. TOR, BS and LF had previously volunteered. A draft is slightly behind. Hoping that a draft will be sent to the group next month.

- 3.5 *Minute 12.1* – Workplan Review – There was a question as to whether there are any plans to re-activate advanced/consultant accreditation and TOR informed the group that an appointment has been made to replace Jacquie Vallis, and they will be starting on 1<sup>st</sup> July, so accreditation will reconvene, it is anticipated that will be starting with Assistant Practitioners (as these has the highest number of applicants), followed by Advanced Practitioners and finally Consultant Radiographers. It is hoped that all accreditation software should be available by the end of summer. It was noted that the re-accreditation process is currently on hold and accreditation has been extended for those who have been unable to re-accredit (since the system had not been available). TOR will keep the group updated.

Deputy Chair – Helen Yule has kindly volunteered for the position of deputy chair. Thanks were offered to Helen.

### 4. **MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

- 4.1 There were no matters arising.

### 5. **REVIEW OF CRAG WORKPLAN**

- 5.1 The group discussed the workplan and targets. YT asked the group if there were all okay with the four headings of the workplan and everyone agreed that they were.

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5.1.1 SC gave an update on the guidance document (Support of New and Established consultant radiographer roles) that she, LD, NR and a small working party are progressing. Thanks for the feedback received. She mentioned that LF asked for remote working to be added. A discussion followed and it was felt that a paragraph to encompass flexible working and work-life balance be added into the job plans. Some attendees felt that flexible working helps to maintain mental health. SC is happy to draft a statement on flexible working to be incorporated into the job plan.

***ACTION: SC***

5.1.2 There was also a question around personal CPD and where does it fit, and this was discussed. Some members incorporated their CPD into everything they do. Others put time aside to do this, but some members felt that CPD should be overt in their job plan. It was agreed that SC would draft a statement and share with CRAG within the next week or two. From there it will go to Council for sign off. SC will aim to have the document ready to go the UK Council meeting on 18<sup>th</sup> May.

***ACTION: SC***

NR queried the timeframe for the ECF, and TOR informed him that the document would be going to the May Council meeting for sign off and then publication. To note that active involvement in research is an element threaded through each step of the framework.

5.2 A CRAG virtual Q&A session, held for the wider consultant network, had forty-three members attend. The session was open to advanced and consultant practitioners who posed a variety of questions, and positive feedback received. It was felt that this session went well on the day. Moving forward, the group plan to repeat meetings online every few months.

5.3 Engaging with all advisory groups – TOR informed the group that she had spoken with Alex Lipton around the importance of managers as gatekeepers and CRAG could invite one of the managers to a meeting. TOR suggested the group also consider arranging to go along to the Quality Standards for Imaging (QSI) group who are on the NHS platform, to speak to them about CRAG and consultant radiographer roles in practice.

***ACTION: TOR***

SW indicated that she currently had little direction from management with respect to her consultant role. Following discussion, it was strongly suggested that the upcoming guidance document should disseminated and promoted among the managers group.

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5.4 Career progression for students: TOR informed the group that this has been moved from Spring to Summer and she has been speaking with student officer, Nichola Jamison who is running a series of webinars. Now booking for next set. TOR to let Nichola know if previous volunteers are still interested. TOR will check first with LS and NB if it is okay to share their contact details before moving forward.

5.5 YT indicated that due to pressure of work, he has not had time to contact the research advisory group, but he will engage as per workplan and give feedback by the end of this month.

***ACTION: YT***

5.6 TOR informed the group that they are doing really well with their workplan, and the Chair thanked everyone for all their good work.

### **6. FEEDBACK ON THE SECOND EDITION OF CONSULTANT RADIOGRAPHER GUIDANCE**

6.1 This item was discussed earlier.

### **7. HEE WORKSHOPS – DEVELOPMENT OF ADVANCED PRACTITIONER TO CONSULTANT LEVEL PRACTICE**

7.1 TOR informed the group that the centre for advancing practice put a call out to say they were doing workshops looking at the development from advanced to consultant practice for specific areas – learning disability & autism, cancer, and MSK. Officers at SCoR applied to join different workshops, which were very interesting to attend. A multi-professional range of people attended. There does appear to be a lot of funding now with an aim to develop the workforce in England. TOR encouraged groups to apply for this funding for relevant advanced practice roles.

Following the HEE workshops, an overall report is being written and as soon as she gets this TOR will share with the group. LF queried whether this funding money was for the cancer workforce or just in general. TOR indicated that the main focus has been on advanced practice to consultant development for learning disability & autism, MSK and Cancer. YT asked HY if there is anything similar happening in Wales but so far no.

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

8.1 YT reminded the those whose tenure is coming to an end this year still have time to re-apply for a second term if they wish. Anyone who is happy to do so should please let VA know.

8.2 The group discussed representation of all UK / devolved nations on CRAG. YT will speak with a colleague in Scotland to see if they would like to apply to join CRAG.

***ACTION: YT***

8.3 With respect to applicants to the group, anyone who wants to have a chat before they apply to join the group are welcomed to contact the Chair and Vice Chair

8.4 VA to double check day and date of next meeting (there was a query whether it is a Tuesday or Thursday) and update group in minutes.

***ACTION: VA***

### 9. ANY OTHER BUSINESS

9.1 LF asked if anyone knew how long HCPC case reports are taking. SW who sits on the panel explained the process which takes a very long time and suggested that more panel members are required. TOR will report back to Charlotte Beardmore to see if anything can be done to speed the process up.

***ACTION: TOR***

9.2 Following a discussion around our social media presence, TOR agreed that she would find out more around on creating a twitter account if needed. This item will be discussed at the next meeting.

***ACTION: TOR***

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### 10. DATES OF FUTURE MEETINGS

10.1 Dates of future meetings were agreed as:

- Thursday 22<sup>nd</sup> September 2022 (face to face at HQ with option to join online)
- Tuesday 25<sup>th</sup> April 2023 (face to face at HQ with option to join online)

New 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		
5.1.1	Review of CRAG Workplan: SC to draft statement on flexible working to be incorporated into guidance document.	SC		
5.1.2	SC will aim to have document ready to go to UK Council meeting on 18 <sup>th</sup> May 2022.	SC		
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		
5.5	YT will endeavour to contact the research advisory group re collaboration by the end of the month.	YT		
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 <sup>nd</sup> term if they are so inclined, by getting in touch with VA	RB, SW, LS & VM		
8.2	YT will speak to a colleague in Scotland to find out if they would like to apply to join CRAG.	YT		
8.4	VA to doublecheck date of meeting and update group in minutes	VA		

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### Date of Next Meeting:

- Thursday 22<sup>nd</sup> September 2022 (face to face at HQ with option to join online)

### Future Meetings:

- Thursday 22<sup>nd</sup> September 2022 (face to face at HQ with option to join online)
- Tuesday 25<sup>th</sup> April 2023 (face to face at HQ with option to join online)