

## Consultant Radiographers Advisory Group (CRAG)



### Meeting Summary

**Date:** Tuesday 15<sup>th</sup> September 2020

**Time:** 13.00pm – 15.30pm

**Venue:**

Virtual by GoTo

### In Attendance:

Members: (state names with initials in brackets)	Role	Job Title	Site
Sue Williams (SW)	Chair	Con Practitioner (Diagnostic Breast)	Royal Shrewsbury Hospital
Ruth Bees (RB)	Advisory	Con Practitioner (Breast)	Cheltenham General Hospital
Alexandra Drought (AD)	Advisory	Consultant Practitioner (Ultrasound)	West Middlesex university Hospital
Lisa Field (LF)	Advisory	Consultant Practitioner (Diagnostic Reporting)	Dewsbury and District Hospital
Lisa Hackney (LH)	Advisory	Consultant Practitioner (Diagnostic Reporting)	Macclesfield District General Hospital
Valerie Middleton (VM)	Advisory	Consultant Practitioner (Diagnostic Reporting)	University Hospitals North Midlands
Robert Milner (RM)	Advisory	CoR Accredited Con Practitioner (Diagnostic Reporting)	Rotherham Hospital
Heather Nisbet (HN)	Advisory	CoR Accredited Con Practitioner (Radiotherapy)	Churchill Hospital, Oxford
Neill Roberts (NR)	Advisory	CoR Accredited Con Practitioner (Radiotherapy)	St James's University Hospital, Leeds
Steve Savage(SS)	Advisory	Consultant Practitioner (Ultrasound)	Yeovil District Hospital
Yatman Tsang (YT)	Advisory	CoR Accredited Con Practitioner (Radiotherapy)	Mount Vernon Cancer Centre
Saminah Yunis (SY)	Advisory	Consultant Practitioner (Gastrointestinal)	Pinderfields Hospital

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<b>Observers:</b>			
Rachel Harris (RH)	Professional Officer		Society & College of Radiographers
Tracy O'Regan (TO)	Professional Officer		Society & College of Radiographers
Valerie Asemah (VA)	Minutes		Society & College of Radiographers

### Apologies:

Jonathan McConnell (JMC)	Advisory	CoR Accredited Con Practitioner (Diagnostic Reporting)	Queen Elizabeth University Hospital, Glasgow
Laurence Skermer (LS)	Advisory	Consultant Practitioner (Diagnostic Reporting)	
Kathryn Taylor (KT)	Advisory	Consultant Practitioner (Breast)	Addenbrookes Hospital, Cambridge
Sairanne Wickers (SW)	Advisory	Consultant Practitioner (Radiotherapy)	University College Hospital, London

### Outstanding Actions:

Item No.	Description	Owner	Due Date	Status

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### 1. WELCOME AND APOLOGIES

- 1.1 The Chair welcomed everyone to this second virtual meeting of Crag.
- 1.2 Apologies for absence were received from Jonathan McConnell, Laurence Skermer, Kathryn Taylor and Sairanne Wickers.

### 2. MINUTES OF THE PREVIOUS MEETING

- 2.1 The minutes of the meeting held on 3<sup>rd</sup> June 2020 were approved as a true and accurate record.

### 3. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

- 3.1 There were no matters arising.

### 4. UPDATE RE GUIDANCE FOR Crag REVIEW 2019-2020

- 4.1 To update the group on the Crag 2019/2020 review. Stella Campbell (SC) was involved in the original project and it was suggested that she be co-opted on this group and given access to Synapse whilst she continues to assist with the updating whilst this piece of work. It was agreed TO/VA invite her to join Synapse. SS who works with SC will liaise with her also about working with this group. Due for renewal next year so it is a good time to get this started now. This group does need to be more representative of the percentages in practice.

***ACTION: TO & VA***

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### 5. SUSTAINABILITY OF CRAG

5.1 There was a discussion around how CRAG can be sustained in the present climate and going forward. For the short term it appears that all meetings will be held virtually. The cost implications of having face to face meetings twice a year is huge and it was suggested that in the future there will be one face to face meeting and one virtual meeting. As an aside virtual meetings allow more attendance as members do not have to take too much time away from their place of work.

5.1.1 It was noted that the original terms of reference is due for a review and update and this will include how CRAG will operate. The workplan was also discussed. It was agreed that online meetings will be set up for subgroups who are doing pieces of work. TO will liaise with people who can assist with pieces of work. It was felt that small subgroups need to be set up to work on projects, and involving the wider group.

***ACTION: TO***

5.1.2 It is quite important that we involve new people to join the group to keep it fresh and give us an opportunity to get a good mix of members. CRAG was started in 2017 and everyone tenure is up next year (June 2021), so to avoid everyone leaving at the same time it was suggested that group members be balloted to ascertain whether they wish to leave earlier, so giving others a chance to join the group. It was agreed that SW will send an email to the group to find out if they wish to remain, leave at appointed time or earlier. It was agreed that the wider consultant group need to be kept involved.

***ACTION: SW***

5.1.3 It was suggested that VA contact group members to get request their speciality and current email contact so as to update the 'Members Tenure start/end sheet'. This was agreed by the group.

***ACTION: GROUP & VA***

5.1.4 It was suggested that at each meeting the group would be updated on any working group which involves their speciality, especially from the wider consultant group and this could inform any future projects.

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### 6. PRIVATE PRACTICE

- 6.1 RH asked if anyone on the group was doing private practice as a query had come in. Following a discussion it appeared that:
- Sonographers had stopped doing private practice due to high cost of insurance
  - Some consultants does this as a service for their trust
  - One consultant had been contacted by a private hospital to on take private cases

RH reminded the group to make sure that when they are carrying out private practice they are not getting double paid e.g. when they are doing private work it cannot be the same time you are meant to be doing you NHS work. It was noticed that pressure is being put on consultants to carry out extra work such as covering all the clinics in the week and then being paid 'agenda for change' rates.

### 7. GLASSCUBES UPDATE

- 7.1 TO informed the group that Glasscubes is no longer in existence as all groups have now been moved onto Synapse. Christian Ellwood (IT Support) has sent out reminders to all those who has not yet moved onto Synapse. TO further informed the group that she will ask him to get CRAG Synapse page updated to the new style which is so much easier to navigate and use. Rolling agenda time to be renamed 'Synapse Update'

***ACTION: TO***

### 8. I&TP ARTICLES

- 8.1 It was noted that many on the group has done articles for Imaging and Therapy Practice magazine which is yet to be published. TO agreed to liaise with Laurence Skermer – Chair of the I&TP Editorial Board to see what stage the articles are at; and to keep track of all these new articles which will promote this group and showcase what CRAG is doing. RH gave an update on the new publisher – Haymarket. There was concern that communication could be better. Some group members indicated that they had submitted several articles.

***ACTION: TO***

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8.1.1 It was noted that some images in the magazine are unrelated to particular articles and the group wanted to know the reason for this. RH has asked the new publishers to remove these abstract images. HN was concerned as to why she has not been asked to review any articles recently. RH explained that the owner of the other company (Deeson) has closed the company but everything should be back to normal once the new publishers have settled in. CRAG members will continue to be reviewers. RH will follow up with new publishers.

***ACTION: RH***

### **9. WEBINARS**

9.1 TO updated the group and informed them that the first CRAG webinar will be recorded later this week via the GoTo platform, VA and LF will do this. Anyone wanting to record a webinar should please inform TO. All webinars can be found under the Members portal where any member can access these and recorded webinars will be going live in October. SW and NR will work together.

9.1.1 It was noticed that there has been no guidance for quite a while on breast screening and there was concern on what we will be advising women on their screening being stopped during Covid. Every aspect of healthcare will ask such questions. It appears that there has been a huge spike in mental health cases.

### **10. WORK PLAN REVIEW**

10.1 The group went through the 2019/2020 workplan, and it was noted that CRAG members need the bespoke training on accreditation, and Jacquie Vallis (Professional Officers for Education and Accreditation) who has offered to do this training. TO will liaise with Jacquie in regard to setting a date and time. It was suggested that Attestors may also need guidance. All CRAG members also need to be trained as Assessors. It would be a good idea for the group as a whole to have an update on being an Assessor. There was a question around the National Framework for Consultant Practice and TO reported that she had spoken with Charlotte Beardmore (Director of Professional Policy) and there has been a delay in its roll out.

***ACTION: TO***

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10.2 Succession Planning is ongoing.

10.3 The group felt that 2 meetings per year is not sufficient and suggested quarterly meetings (3 virtual and one face to face). TO will upload the current terms of reference to Synapse for group to review.

***ACTION: TO***

10.4 HN informed the group that the Education and Career Framework is being address but she is waiting to hear from Jacquie Vallis, so still a work in progress. Group will be kept updated.

***ACTION: HN***

10.5 NR informed the group that therapeutic radiographers on the group are working on an article on Impact, looking at the benefits of skill mix. SW, YT, HN and NR are part of this group.

### **11. CRAG GUIDANCE DOCUMENT UPDATE**

11.1 This item was discussed under item 4.

### **12. ANY OTHER BUSINESS**

12.1 TO informed the group that she will upload the Skills for Health Consultation on the CRAG Synapse page and she asked the group to please give feedback.

***ACTION: TO & GROUP***

12.2 LF had a query around CPD allocated monies (£1000 over the next 3 years) and wanted to know how other group members were dealing with this issue. Many on the group were not aware of this and will investigate. TO and SW will try to find out more and update the group.

***ACTION: TO, SW & GROUP***

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12.3 RM reported that he has issues using GoToMeeting and queried whether SCoR would allow this group to use Microsoft Teams as an alternative. RH explained that SCoR has a contract with GoTo but will check if it would be possible to change this. If this is not possible one of the group members could set up the Microsoft Teams meeting and SCoR staff could join.

***ACTION: RH***

### 13. DATES OF FUTURE MEETINGS

13.1 Dates of future meetings were agreed as:

- Thursday 22<sup>nd</sup> April 2021
- Tuesday 28<sup>th</sup> September 2021

#### New Actions

Item No.	Description	Owner	Due Date	Status
4.1	Update re: Guidance for CRAG Review 2019-2020: TO to invite Stella Campbell (SC) who was involved in the original guidance review project to assist again with the update. She will be given access to synapse and co-opted as a member whilst this work is going on.	TO & VA		Stella accepted the invitation.
5.	Sustainability of CRAG: It was agreed that for the short term CRAG meetings will be held virtually. SW will contact group also to get their views regarding remaining on the group until their tenure is up or if they wish to leave earlier.	SW		
5.1.1	Terms of Reference of the group is due for an update, which will include how CRAG will operate. Online meetings will be set up for small subgroups who are doing particular pieces of work, and TO will be assist. TO will also upload the current Terms of Reference to Synapse to enable members to give their feedback.	TO & Group		ToR now updated and available on Synapse.
5.1.3	VA to contact members to update their speciality and email contact in the Members Tenure start/end sheet.	VA & Group		

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7.	Glasscubes Update: Glasscubes is no longer in existence, all groups have now moved onto Synapse. Those members who has not as yet signed up will be contact by Christian Ellwood (IT Support) to prompt a reminder. For future meetings this will be Synapse Update.	TO		CRAG now on new style Synapse.
8.1	I&TP Articles: Group members who had written articles for the magazine queried why they have not as yet been published. TO agreed to follow up with the Chair of the Board (Laurence Skermer) and update the group.	TO		Laurence is arranging articles with individuals.
8.1.1	RH also explained about the change in Editors (Haymarket) and told the group that she will liaise with Haymarket to give them feedback.	RH		
10.	Work Plan Review: Work plan 2019/2020 was discussed in depth and several actions noted.	All		
12.1	Any Other Business: TO will upload Skills for Health consultation and asked group to give feedback.	TO & Group		Completed and submitted to consultation.
12.2	There was a query around CPD allotted monies, many on the group was not aware of this, TO and SW will investigate and update the group	TO & SW		
12.3	RM queried whether we could use another virtual platform such as Microsoft Teams as he usually have connection issues when using GoTo. RH will speak with the IT Support team to find out if this is a possibility.	RH		

### Date of Next Meeting:

- Thursday 22<sup>nd</sup> April 2021

### Future Meetings:

- Tuesday 28<sup>th</sup> September 2021
- Tuesday 26<sup>th</sup> April 2022