



**Minute of the Annual Meeting of the Faculty of Travel Medicine 2008  
Held in the Scottish Exhibition and Conference Centre at 3.45pm on Friday 7<sup>th</sup> November**

**CONFIRMED**

Sederunt

Dr Eric Walker, Dean (In the Chair)  
Dr Jonathan Cossar, Vice-Dean  
Mrs Lorna Boyne, Secretary  
Mrs Jane Chiodini  
Professor Peter Chiodini  
Mrs Carolyn Driver  
Dr Vanessa Field  
Mrs Margaret Briggs

Dr Alex Grieve, Mrs Sharon Graham, Dr Kitty Smith, Dr Steven Riley, Mrs Catherine Riley, Dr Ted Lankester and others being a quorum of Fellows, Members and Associates of the Faculty of Travel Medicine.

1. Apologies for Absence

Apologies were received from Dr Nick Beeching, Dr Brad Connor, Dr Reggie Cooke, Dr Tanya Diener, Mrs Norma Evans, Dr Gerard Flaherty, Dr David Hillenbrandt, Mrs Jenny Irwin, Professor Phyllis Kozarsky, Dr David Laloo, Mr Edward Lister, Mrs Liz Ottaway, Dr Dipti Patel, Mrs Diane Pereira, Dr Hugh Porter, Mrs Elaine Richardson, Professor Mary Ross, Dr Mauro Saio, Mrs Christine Samson, Dr Nigel Shanks, Dr Marc Shaw, Dr Andrew Simpson, Mrs Joyce Skeet, Dr David Snashall, Dr Steven Toovey, Ms Carole Tracy, Dr Kristina van de Winkel, Mrs Margaret Wallace, Dr Antony Walters.

2. Minutes of the Meeting of the Faculty of 9<sup>th</sup> October 2007

The minute of the meeting of 9<sup>th</sup> October 2008 was approved, this being propose by Dr Alex Grieve and seconded by Mrs Sharon Graham.

3. Matters Arising from the Minute

There were no matters arising from the Minute.

4. The Dean's Report

Having welcomed the Fellows, Members and Associates, the Dean went on to report that the Faculty had now been established for two years, and that the membership consisted of about 70 Fellows, 100 members and 26 Associates with 25% of the membership being overseas. The Faculty had been represented at conferences in Melbourne and Helsinki, and this had encouraged overseas members to join.

The Dean also commented on the multidisciplinary nature of the Faculty.

Turning to entrance qualifications to membership, the Dean noted that, currently Associate status of the Faculty is open only to those who hold the Diploma in Travel Medicine of the College, or its predecessor qualification, awarded by the University of Glasgow. However, consideration is being given to making Associate-ship available for holders of other validated diplomas awarded by institutions, in both the British Isles and overseas.

The Dean also reported that Foundation Membership was coming to an end, and that a new Membership exam leading to MFTM would come on stream in the next year. The Dean also said, that while, for doctors, gaining a CCT in Travel Medicine was not yet possible, the Faculty was in the process of trying to define the standards and competencies which would be required for independent practice at consultant level.

Continuing his report, the Dean spoke of the various training courses being delivered by the Faculty, including the highly successful "Travel Medicine: Nets and Bolts" which had been held in London, and which would be taken to Liverpool and Glasgow, and possibly Norway at the request of the Norwegian Travel Medicine Association. Dr Walker also mentioned the joint meeting to be held in London in 2009 with the Royal Pharmaceutical Society.

In closing, the Dean thanked the Chairs of the three Faculty Committee, Dr Jon Cossar (Membership Services), Dr Mike Jones (Examinations and Assessment) and Professor Peter Chiodini (Education and Professional Development). He also, on behalf of the Faculty, thanked the many other members who had contributed over the year. Finally, the Dean mentioned the support that the Faculty had had from the College staff and business units.

## 5. Secretary's Report

Mrs Boyne reported that, since the last Annual Meeting, the Faculty Board had met four times, the Education and Professional Development Committee four times, the Membership Services Committee had met once, and the Examinations and Assessment Committee had met four times. There had also been four addition meetings of the Membership Examination Sub-Committee.

## 6. Report of the Examination and Assessment Committee

Delivering his report on the activities of this Committee over the year, Dr Mike Jones, the Chair, thanked the members of the Committee and also in particular, Dr Lawrence McAlpine and the Board of Medical Examiners. His report focused round the development of the new Membership examination which had been a major piece of work for the Committee over the year. The philosophy behind the establishment of the Membership exam lay in its being crucial to the development of travel medicine as a specialty in its own right, leading to the recognition of independent practitioner status in travel medicine. It was also a world first, because it set a higher standard of training and knowledge beyond the ISTM Certificate of Knowledge and the Diploma in Travel Medicine.

When it came on stream in late 2009 or early 2010, the exam would consist of a 200 MCQ, 100 of which would be single best answer, and 100 of which would be extended matching items, as well as a 20 station objective structured clinical exam (OSCE). Eligibility for entry would comprise a cumulative minimum of one year in travel medicine practice, substantial CPD exposure over a five year period, and the approval of the candidates educational supervisor would be required to enter the exam, if the candidate was in a training grade. The target group for candidates will be those with the Diploma in

Travel Medicine from the College, and the Sheffield and London diplomas; those who possess the ISTM Certificate of Knowledge; those who hold a higher qualification in their primary specialty, e.g. MRCP(UK), MRCGP, MFOM, MPH or DTM&H, as well as nurses who hold a Master of Nursing degree. There had been some discussion about potential problems, including budgetary viability and the possible effect of the £900 fee level on nurses coming forward for the exam.

In closing Dr Jones summarised the position as follows

- A syllabus has been agreed
- There has been educationalist advice and training for subgroups involved in the various aspects of examination development
- There is de facto College approval to proceed
- The question bank has been started
- The first diet will take place sometime between mid November 2009 and mid January 2010
- The fee has been agreed at £900
- The College has appointed an exam administrator for the Membership examination.

#### 7. Report of the Membership Services Committee

Dr Cossar began his report by referring to the work which had been done promoting the Faculty at various conferences throughout the year. These included the Asia Pacific Travel Health Conference in Melbourne, the Alberta Association of Travel Health Professionals, the Northern European Conference on Travel Medicine in Helsinki and a Travel Medicine course at Sacro Cuore in Italy, where he and the Dean had spoken about the Faculty at a conference arranged by Faculty Member Dr Andrea Rossanese.

Further work is continuing on membership benefits for Faculty members with the appointment of Caryn Nicolson to the post of Head of Membership Services.

Other work includes the appointment of regional College representatives, and although this is focussed on the UK at the moment, there is potential here for the Faculty, particularly if overseas chapters are established.

Dr Cossar also reported that as of the end of December 2009, Founder membership would cease, and that entry to Membership of the Faculty would be by examination or Diploma plus higher degree, although regulations were under consideration to establish a route to Membership established, well qualified travel medicine practitioners without a higher degree.

Dr Cossar concluded his report by stating that this would be his last report as Vice-Dean, as he would step down from that office at this meeting. He said that it had been a privilege and pleasure to serve the Faculty as Vice-Dean and to have shared in its birthing process. He closed by thanking all present for their assistance and input, and he wished the Faculty and Board all the best for the future.

#### 8. Education and Professional Development Committee

The report of this Committee was delivered by Professor Peter Chiodini, the chair. He noted that the Committee aims to provide high quality educational events, which contribute to members' professional development. Since the last Annual Meeting this Committee had met five times.

Looking forward, a number of educational events were planned. There would be a joint meeting entitled "Travel Medicine, Moving Practice Forward" with the Royal Pharmaceutical Society of Great Britain on 12<sup>th</sup> March 2009. "Travel Medicine, the Nets and Bolts" would be delivered in Liverpool in 2009, Glasgow 2010, Wales 2011 and Northern Ireland 2012, and discussion about taking the course to the Nordic countries was under way. The themes for the Annual Symposia had also been considered. In 2009 the theme would be Communication and in 2010 the Evidence Base.

Work on professional competencies was also being undertaken, with publication of these being expected in autumn 2009. A CPD scheme had also been worked on by Dr Kitty Smith and Dr Brian Howieson, and a presentation on this would be delivered by Dr Kitty Smith later in the meeting.

A journal for the Faculty had also been discussed, and negotiations were under way with a major publisher of academic journals, with print and electronic delivery of content being possible.

#### 9. Faculty CPD

This item took the form of a presentation from Dr Kitty Smith. She said that the Faculty has a role in defining and setting standards for CPD for Fellows Members and Associates of the Faculty. Also, the Faculty has a role in maintaining the common agreed principles regarding CPD established by the Academy of Medical Royal College, as well as continuing collaboration with other European countries to develop a common international currency for CPD credits. The Faculty will also continue to maintain a CPD scheme which is simple and flexible to use and which will help members to plan, record and validate their educational and professional activities with their own learning needs in mind. The scheme will also be verifiable by annual audit or other methods and it will require to inform appraisal where this is required, as well as the needs of re-certification and re-licensing where necessary. The Faculty will also have an important role in developing quality assurance for CPD, and to establish its effectiveness.

Dr Smith then went on to outline who would be eligible, which will be any Fellow, Member or Associate of the Faculty who pays a subscription. Those taking part will require to earn 20 credits in on year, of which 10 must be "external" and 10 should be "internal" and "personal." This should lead to a cycle of 60 credits in three years, with the absolute minimum that can be earned in one year being 15. There will be an audit scheme in place with a random audit of 5% of scheme registrants being undertaken each year. The scheme will be administered via the College's CPD office, and activities will be recorded on an online diary.

At the end of her presentation, the Dean thanked Dr Smith for a concise and thorough overview.

#### 10. Election of the Dean Elect and Vice Dean 2008-2009

The Dean announced that the election between Professor Peter Chiodini and Dr Michael Jones, had been won by Professor Chiodini. Professor Chiodini would now take over as Vice Dean from Dr Jon Cossar, and become Dean at the Annual Meeting in 2009. The Dean thanked Dr Cossar for his contribution, and extended his congratulation to Professor Chiodini on his election, and invited him to address the meeting.

Professor Chiodini thanked the meeting, and paid tribute to Dr Cossar for his work as Vice-Dean.

11. Any Other Competent Business

There being no other competent business, the meeting was declared closed at 4.45pm.

