



FACULTY OF TRAVEL MEDICINE

UNCONFIRMED

The Annual Meeting of the Faculty of Travel Medicine of the Royal College of Physicians and Surgeons of Glasgow was held at 12.30pm on Monday 8th October 2007.

Sederunt

Dr Eric Walker, Dean

Dr Jonathan Cossar, Vice Dean

Mrs Lorna Boyne, Secretary

Mrs Margaret Briggs

Mrs Jane Chiodini

Professor Peter Chiodini

Mrs Carolyn Driver

Dr Vanessa Field

Mrs Jenny Irwin

Dr Michael Jones

And others being a quorum of Fellows, Members and Associates of the Faculty of Travel Medicine.

1. Apologies for Absence

Apologies were received from The President, Mrs Louise Bailey, Dr Hazel Bookham, Ms Lynda Bramham, Ms Joan Burnett, Dr Will Cave, Dr Simon Clift, Dr Tania Diener, Group Captain Lucy Elphinstone, Ms Jayne Ferbrache, Dr Gerard Flaherty, Dr Albie de Frey, Mrs Sheila Hall, Dr David Hill, Dr David Hillebrandt, Dr Gil Lea, Dr Neil Miller, Ms Sandie Nashef, Dr Elizabeth Otterway, Ms Diane Pereira, Professor Mary Ross, Dr Nigel Shanks, Dr Evelyn Sharpe, Ms Joyce Skeet, Dr David Snashall, Dr Steven Toovey.

2. Minutes of the Annual Meeting of the Faculty of 16th October 2006.

These were approved as a correct record and were proposed by Andrew Green and seconded by Sheila Hall.

3. Matter Arising from the Minutes

There were no matters arising from the Minutes.

4. The Dean's Report

The Dean began his report by thanking all present for their interest. He also thanked the Faculty Board, chairs of Committee and the College office bearers.

The Dean stated that the focus of his report was on his role as Faculty representative on College Council and the Fellowship Committee. He noted that Council continues to support the Faculty in terms of developing professional opportunities, qualifications, education and training programmes and has been very supportive over the Faculty's first year.

He went on to state that the Faculty's organisation now reflected the three business units of the College, with committees relating to membership services, education and professional development and examinations and assessment. The Dean also reported that the Membership of the Faculty of Travel Medicine examination is being developed.

As well as the College's e-resources, including webstreaming, plans are taking shape for a major development in the College's accommodation, with the construction of a skills development centre.

Dr Walker also mentioned that a Lay Advisory Board is being established and that this will play an important role in future.

5. Secretary's Report

Mrs Boyne reported that there have been five Executive Board Meetings since the last Annual Meeting. In October, the Board recognised the need to create three committees in line with the College's business units. These Committees were

- Membership Services – chaired by Dr Jon Cossar
- Examinations and Assessment – chaired by Dr Mike Jones, who would be thereafter co-opted on to the Faculty Executive Board
- Education and Professional Development – chaired by Professor Peter Chiodini

Mrs Boyne noted that since the last Faculty Meeting there had been two admission ceremonies, in November and July. The Faculty's membership numbers 124 at the time of the Annual Meeting. There are 32 Associates, 69 Members and 32 Fellows. There are 79 doctors, 44 nurses and one pharmacist. The geographical spread includes the United Kingdom, Ireland, Italy, Hong Kong, Turkey, Germany, Oman, Australia, Canada, South Africa and Kenya. There are currently 37 members pending admission.

6. Examination and Assessment Committee

Dr Jones reported that the Committee had met three times since February 2007, with two subgroup meetings in April and May of 2007. The following recommendations have been made

- That an MFTM examination be developed with the first diet held in November 2009
- That the MFT act as an exit examination marking the completion of training and demonstrate that a candid function as an independent travel medicine practitioner

He went on to state that the Committee therefore proposes the following timetable

- The development of a comprehensive syllabus. This is now complete
- That a meeting take place with Professor Margery Davis of the University of Dundee to ensure that the examination is fit for purpose. This will occur on 3rd December 2007.
- That at least 20 examiners be selected by March 2008 in accordance with the criteria already agreed with the College for examiners in the Diploma in Travel Medicine
- That a meeting of examiners be held in February 2008 to establish a question bank which will reach a volume of 500 questions by August 2008.

- That an OSCE subgroup be established by the end of 2007.
- That the publication of the first examination date, examination regulations and candidate guidance be achieved by October 2008.
- That the examination papers for the first examination diet be completed by July 2009.

Dr Jones finally paid tribute to the Committee members' exceptional and enthusiastic hard work. He also particularly paid tribute to Valerie Hogg and Suzanne Daly, Head and Depute Head, respectively, of Examinations and Assessment in the College for their help in steering the Committee towards its goal of setting up the exam. He also stated that he believed that the Committee would achieve its aim of running the first examination in November 2009.

7. Membership Services Committee

Dr Cossar reported that this Committee had met once face to face, but had had frequent communication by email. He also noted that the Executive Board had approved the Faculty's business plan at its meeting on 26th February 2007.

In his exposition of membership numbers, Dr Cossar noted that while the UK:Overseas split was 80:20, the pending membership numbers show a UK:Overseas split of 50:50.

He also reported the following.

- A Faculty flier has been completed and circulated at several travel medicine related meetings and placed on the College website
- A Faculty poster has been developed. It was displayed at CISTM 10 and has been put on the website.
- An informative Powerpoint presentation about the Faculty has been put on the website.
- A Faculty information pack has been developed and is currently being mailed out to potential UK and overseas liaison contacts.
- A password protected members' email networking facility has been set up on Jiscmail.

Dr Cossar also reported that he is the Faculty of Travel Medicine representative on the Membership Services Board, and as a result of attending these meetings had the following to report.

- A membership benefit portfolio has been developed and can be accessed on the College website
- A marketing plan has been developed with its aims including promoting and developing membership benefits for Fellows and Members; developing and implementing a PR strategy both to raise the College's profile generally and among potential Fellows and Members
- A network of College representative is proposed to assist in recruiting new members and to raise the College profile at home and abroad, and to improve communications.

Dr Cossar finished his report by recording his appreciation to all the members of the Committee for their support and help over the past 12 months, and to the College staff for their administrative assistance.

8. Education and Professional Development Committee Report

Professor Peter Chiodini opened his report by stating that the remit of the Committee is to arrange high quality educational events and provide strong professional development to practitioner of travel medicine.

He then went on to state that the 2007 Autumn Symposium "Travel Medicine, a voyage of discovery" was in progress on the day of the Annual Meeting. He also noted that the Faculty's Autumn Symposium and Annual Meeting in 2008 would be held as part of the College's Triennial Meeting scheduled for 6th and 7th November 2008. The Travel Medicine component would focus on the Asia-Pacific region.

Professor Chiodini also reported that a meeting entitled "Travel Medicine, the Nets and Bolts" would be run in London in 2008, Liverpool 2009 and Glasgow in 2010, with the lead being Dr Vanessa Field.

A joint meeting with the Royal Pharmaceutical Society of Great Britain is provisionally scheduled for December 2008. This meeting intends to meet the Committee's aim of having joint meetings with prestigious external bodies. The lead will be Mrs Carolyn Driver.

Professor Chiodini reported on the following developments

- A Faculty CPD scheme will be designed by the close of 2007. Lead is Dr Kitty Smith.
- The Journal of the Faculty of Travel Medicine is being developed, with the first issue due at the end of 2008. This will be an e-journal with the editor being Dr Alex Grieve.
- Professional competencies are being developed. They will refer to nurses, pharmacists and medical practitioners and will take into account different levels of practice.
- The Faculty is developing a post-graduate specialist training curriculum and plans to seek recognition of travel medicine as a medical subspecialty by PMETB.

Professor Chiodini ended his report by thanking the members of the Committee for all their hard work, and College staff for their contribution.

9. Any Other Competent Business

There was no other competent business.

The Dean declared the meeting closed at 1.00pm.