

**MINUTES OF THE RESEARCH GROUP MEETING HELD ON THURSDAY 28th
FEBRUARY 2019, AT THE OFFICES OF THE SOCIETY OF RADIOGRAPHERS, 207
PROVIDENCE SQUARE, LONDON SE1 2EW**

PRESENT:

- Jacqueline Matthew {JM} {Chair}
- Mara van Beusekom {MVB} {Guest}
- Anne-Marie Culpan {AMC}
- David Evans {DE}
- Gareth Hill {GH}
- Gerry Humphries {GH} {Guest}
- Marius Mada {MM}
- Robert Meertens {RM}
- Philip Plant {PP}
- Heidi Probst {HP}
- Christopher Wright {CW}

IN ATTENDANCE:

- Rachel Harris {RH} {SCoR Officer}
- Tracy O'Regan {TO} {SCoR Officer}
- Valerie Asemah {VA} {Minutes}

1. WELCOME AND INTRODUCTION

- 1.1 The Chair welcomed everyone to the meeting and round table introductions were made.
- 1.2 Guest speakers Prof Gerald Humphries and Dr Mara van Beusekom, University of St Andrews, Edinburgh were introduced and welcomed.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from Philip Cosson, Susan Hopkins, Christina Malamateniou, Helen McAlinney, Pamela Shuttleworth and Ruth Strudwick.

3. MINUTES OF PREVIOUS MEETING

- 3.1 The minutes of the previous meeting held on 5th September 2018, were approved as a true and accurate record.

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

4.1 The Chair reminded members of the annual request for new members to join the group and those whose four year tenure is up this year can re-apply for a second term if they so wish.

4.2 Workplan Update

The Chair reported that all targets bar one was achieved.

Audit graduates for the reasons for their choice of first and future department, what influences their choice, does research influence choice?

- The Research Starter pack is nearly complete and encompasses some of the workplans' targets.
- The SCoR is a member organisation of CAHPR and RH remains the Chair of the Steering Committee.
- FoRMM successful funding bid for a second round which will be starting this year.

4.3 Workplan 2019

5 focused targets which will involve a lot of work:

- To promote and highlight the Starter Pack by raising radiography research awareness
- Assessment of CoRIPS Research Grants, Doctoral Fellowships, and other grants
- Continue development of research mentorship and support via FoRMM
- Start development of new Research Strategy by the end of the year
- Support the work of the joint HEE and CoR Radiographer Retention Project

5. GLASSCUBES UPDATE

5.1 HP reported that members are continually showing interest and joining the forum. She will resend invites to those who has not yet accessed the site.

ACTION: HP

6. STUDENT CoRIPS UPDATE

6.1 RM gave an update and thanked everyone for their comments.

- Now to be known as Student CoRIPS Award – website has been updated to reflect this change
- There will be 2 rounds each year, April and October from 2019
- A set figure of £1000 will be awarded to the successful students

6.2 2018 – April round – 4 applications received

- 2 awarded £1040 each

6.3 RM will prepare a news for article in Synergy News to promote the first round in April 2019. RH will contact Deeson to set this up.

ACTION: RM & RH

7. MAIN CoRIPS and DOCTORAL FELLOWSHIPS

7.1 RH gave an update on the main CoRIPS grants – October round:

- 6 applications received - 2 of which were re-submissions from a previous round and recommended for immediate funding; 2 were considered potentially fundable (when resubmitted at the next round) and 2 were unsuccessful.
- 5 Patient Experience applications as part of main CoRIPS were received – 1 of which was awarded.

7.2 3 Doctoral Fellowship applications were received – 2 approved. It was noted that so far this year RH have had 6 queries around the Doctoral Fellowship so it is hoped that this year we will receive more applications.

7.3 1 UKIO Grant received and awarded.

7.4 5 Overseas conference Grant (Legacy Fund) applications – 4 awarded (one withdrew their application)

8. RESEARCH STARTER PACK

8.1 The Chair informed the group that this pack has been renamed, as a ‘Members Guide’, for all imaging and radiotherapy staff not just radiographers. The Chair asked for volunteers from the group to work on various sections of the document. The document will be uploaded to Synapse so that reviewers can work on their sections:

- **David Evans** - Executive Summary to Service Evaluation (inclusive) + the final Summary (p2-5 +44)
- **Anne-Marie Culpan** - Getting Started in Research to Statistics (p6-12)
- **Heidi Probst** - Roles in the Research Team to Clinical Trials (p13-22)
- **Philip Plant** - Patient Involvement (p23-30)
- **Heidi Probst** - Finding Funding (p29-34)
- **Marius Mada** - Getting Help with Research - Legal and Compliance (p35-43)

8.2 It was agreed that JM, RH, TO and PS will review the glossary and arrange in a suitable format.

ACTION: JM, HP, PP & MM

8.3 RS would be asked to review the final draft of the document.

ACTION: JM & RS

8.4 The Chair asked that all comments and revisions to be completed by the end of March 2019.

9.0 FORECAST2 PRESENTATION

- 9.1 Guest speakers Professor Gerald Humphries and Dr Mara van Beusekom gave a presentation on their project – Forecast2, a project which is to design a package for therapeutic radiographers to assist in communication with patients. The project is being sponsored by ‘Breast Cancer Now’.
- 9.2 The group members were all keen to be involved.

10. NEW RESEARCH STRATEGY

- 10.1 This item will be discussed at the next Research Group meeting in September 2019.

11. COMMUNICATION WITH MEMBERSHIP

11.1 Website Page

The research webpages have been tidied up. TO and Kathryn Taylor updated and consolidated pages including CAHPR work. Members asked to let TO know of any issues they experience on the website such as broken links.

ACTION: ALL

11.2 Radiography journal update

No update was available at this time.

12. FEEDBACK FROM REPRESENTATIVES TO EXTERNAL COMMITTEES

12.1 CAHPR

RH term as Chair of the Strategy Committee ended last October but asked to stay on and Chair for another 2 years, a good forum in which she can influence radiography. To note that RS has taken over the Anglia hub as hub leader. RH encouraged the group to get involved in this resource.

ACTION: ALL

12.2 NICE

RH informed the group that the SCoR accreditation endorsement with NICE runs out in May 2020. Therefore, the SCoR is reviewing 2 documents (radiotherapy skin care (lead RH) and dementia guidelines (lead TO) to enable us to achieve NICE accreditation for another 5 years.

13. ANY OTHER BUSINESS

13.1 To note that the group members are delighted with RS taking on the role of Chair. There is a call for a vice chair and expressions of interest please let VA know.

ACTION: ALL

13.2 HP will resume and continue in the role of Chair of the CoRIPS panel.

13.3 RH reminded the group member that anyone who is interested in CoRIPS marking should get in contact with her.

ACTION: ALL

CW volunteered immediately and RH agreed to buddy him up with SH.

13.4 The dates of future meetings has been agreed as:

- Thursday 5th September 2019
- Thursday 27th February 2020
- Tuesday 8th September 2020