



**Accreditation Board
Annual Report**

September 1st 2015 – August 31st 2016

www.ehtpa.eu

1. INTRODUCTION

On behalf of Accreditation Board members, I am pleased to present this summary of the Board's activity during the 2015-2016 reporting year and to note that the accreditation process and its management continue to adhere to the established systems.

2. MEETINGS

Three meetings were held during the year. All the meetings were held in the Priory Rooms, Birmingham. The change of venue from Friends House (Euston Road) was made to effect savings in the Board's costs. These savings were achieved.

3. ACCREDITATION AND ANNUAL REVIEW OUTCOMES

Institution	Course	Successful Review	Successful Re-accreditation	Notes
UEL	BSc (Hons) Herbal Medicine	✓		Course closed. Anticipated end 2016-17.
Lincoln	BSc (Hons) Herbal Medicine	✓		
Middlesex	BSc (Hons) Herbal Medicine/Traditional Chinese Herbal Medicine	✓		Course closed. Anticipated end 2017-18.
	PG Dip Professional Practice Ayurveda	✓		Course closed. Anticipated end 2018-19.
	PG Dip Professional Practice Chinese Herbal Medicine	✓		Course closed. Anticipated end 2018-19.
	PG Dip Professional Practice Herbal Medicine	✓		Course closed. Anticipated end 2018-19.
Northern College of Acupuncture	PG Dip Chinese Herbal Medicine	✓		
Westminster	MSc Chinese Herbal Medicine	✓		
	BSc (Hons) Herbal Medicine	✓	✓	Re-accredited for 5 years.

4. ANNUAL REVIEW DEVELOPMENT AREAS

Ongoing

External Examiners' Comments on Clinical Practice

There are indications in some institutions that this requirement is deemed important and there have been improvements in the access to and reporting on clinical practice. However, it remains the case that this is not as thorough as the Board requires.

Analysis of Data

Student numbers remain small, which means that the interpretation of the data offers little in terms of indications of themes emerging.

CPD

There is evidence of some development in CPD for CHM.

New

Completion of the Review Template

This is variable. While some reports are excellent –detailed, informative and reflective, others are minimalist, especially in terms of the evidence provided to support claims made.

Action planned: in the light of the responses to the institutions' Reviews of their 2015-16 provision the Board will review format and content of the Review Template.

5. BOARD ACTIVITIES

New documentation

- A Core Curriculum Matrix for institutions to submit as part of their accreditation documentation was developed.

Revisions to protocols and documentation

The following were revised and/or updated:

- The protocol to determine whether an annual review should be conducted as a desk audit or a visit. The updated version includes more explicit deadlines.
- The Independent HE member role outline. The revision specifies the Independent member's role in two-person review panels.
- The Panel Accreditation visit report template was modified and used for a renewal of accreditation visit.
- The Annual Monitoring report completed by institutions was amended to require a comment on the institution's Dispensary.

Other items

The Board noted the Council's responses to the Walker Report and the EU Referendum vote.

6. MATTERS REFERRED TO COUNCIL

- a) *Standards of Dispensary Practice for Educational Institutions Offering Programmes in Herbal Medicine*

The Board recommended revisions to the *Standards* to the Council.

- b) *Removal of the Recommended Reading section of the Core Curriculum's module descriptors*

As the reading lists can rapidly become outdated, the Board recommended that these should be removed from the module descriptors and be replaced by an optional Key or Classic Texts section.

c) *Amendment to Section B, Materia Medica, of the Core Curriculum*

The Board noted that a) specifying the number of herbs to be studied introduced an arbitrary and unnecessary restriction on the way institutions design their *materia medica* and b) the distinction between essential and useful herbs created a false dichotomy into the *materia medica* that does not exist in practitioners' experience and recommended that both the numbers of herbs and the essential/useful division should be removed from the Section B specification.

2016-2017 SCHEDULE OF ACCREDITATION AND REVIEW EVENTS

All the programmes will undergo Annual Review. There are no renewal of accreditation visits scheduled.

7. ACCREDITATION BOARD ACTION POINTS FOR 2016-17

Routine

- Complete the 2015-2016 annual monitoring and review events in the Spring term: receive written panel reports by the end of March 2016.
- Make recommendations to Council on any accreditation practices that have implications for EHTPA education policy.
- Review Board templates as necessary.

Rolled over from 2015-16

- Obtain clarification from Council on the relationship between the Core Curriculum and Standards of Proficiency, in particular to confirm that the Core Curriculum Learning Outcomes sufficiently reflect the Standards of Proficiency (SoP) and to determine whether the SoP should be used for the purpose of programme accreditation in line with HCPC programme approval processes.
- Consider how good practice identified in accreditations and reviews can be disseminated more widely and effectively.
- Undertake a Board effectiveness review, including size of Board membership.

New

- Discuss the desirability of updating the Core Curriculum.
- Review accreditation and review processes in the context of the changed education and training environment for Herbal Medicine and make recommendations to Council on possible new approaches to accreditation.
- Consider the desirability of allowing PAs to provide Dispensary Standards for Educational Institutions that reflect their individual traditions.

8. BOARD MEMBERSHIP AND ACKNOWLEDGEMENTS

Membership

There was an unprecedented degree of change in the membership of the Board in the reporting year (see Appendix).

After NIMH's withdrawal on 8 June, Terrill Dobson, the NIMH nominee, agreed to continue as a Co-opted Practitioner member, for the remainder of the calendar year. However, her other commitments led her to retire in October. Rumana Zahn's retirement as a Co-opted Practitioner member at the end of December followed Council's re-structuring of the Board.

Julian Barker, the CPP nominee, and Dr Ann Henshaw, an Independent HE member, both retired in August after many years' membership of the Board because of their changing external commitments.

All four made invaluable contributions to the development and work of the Board.

From 1 September 2016 Frances Watkins, whose PhD was on antimicrobials from native British plants, will be the CPP nominee and Rishma Dattani, who has wide experience in higher education validation and accreditation processes, the Independent HE member.

Acknowledgements

My thanks to all the members and everyone else who has directly or indirectly supported the operation of the Board during the past year.

Harvey Woolf
on behalf of the Accreditation Board
8 November 2016

Appendix

BOARD MEMBERSHIP AND ATTENDANCE

	Attendance
Practitioners nominated by EHTPA Professional Associations+	
Julian Barker ¹	3/3
Terrill Dobson ²	0/0
Eileen Gibbon	2/3
Emma Farrant	3/3
Dr Vijayendra Murthy	2/3
John Smith	3/3
Member representative of institutions offering EHTPA accredited programmes	
Mike Potter	2/3
Independent members	
Lesley Donovan	3/3
Dr Ann Henshaw ³	3/3
Dr Anne Miller	3/3
Prof Kath Ross	3/3
Harvey Woolf (Chair)	3/3
Co-opted member	
Rumana Zahn (Practitioner) ⁴	1/1

+ Once nominated, these members serve as **independent** practitioners, not as representatives of their nominating PAs.

¹ Retired 31 August 2016

² From 8 June 2015 a Co-opted member; retired 20 October 2015

³ Retired 31 August 2016

⁴ Retired 31 December 2015