

INITIAL OBJECTIVES: DEPUTY CHAIR, IPT UK

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Objective 1: Clarifying roles

- Deputy Chair – new role
- Roslyn Law has been Chair IPT-UK for eight years – how does the role need to change?
- Ros has been serving across the committee which has perhaps led to some blurring of the boundaries of the role.

Objective 1: Clarifying roles

Plan:

- I will work with Ros to clarify the key roles of Chair and Deputy Chair, and ensure these are communicated across the executive committee.
- In broad strokes, the role is likely to be about keeping an overview of the work across organisation and holding Executive Committee members to account, ensuring we work effectively as a team.
- These presentations are a helpful starting place in clarifying roles across the committee. Can we be clear about respective areas of responsibility?
- I will keep track of progress towards goals committee-wide

Deputy Chair

Responsible for:

- Taking lead role on, or supporting with (NICE guidelines!), specific projects as agreed with the Chair
- Shadowing and supporting the responsibilities of the Chair for one year, followed by two years as Chair
- Liaising with regional Leads
- Following up on Exec Committee goals

Responsibilities as Chair will include

- • Managing IPT UK Administrator (works 1 day a week)
- • Arranging and chairing IPT UK meetings and conference calls
- • Approving Minutes of IPTUK network meetings for circulation
- • Overseeing running of IPTUK subcommittees and gathering progress reports for dissemination to the wider network
- • Ensuring an effective relationship between IPT UK and the membership
- • Representing IPTUK to external agencies and organization in order to maintain the organizations professional standing
- • Promoting the professionalization of the IPT and IPT-A workforce
- • Initiating and implementing executive committee elections according to the agreed timetable

Objective 2: promote better communication with the membership

- Increasing the involvement of the membership. How can we communicate better with the membership and encourage their involvement and attendance at events?
 - Based on previous survey, ideas have been sent out to the membership re: introduction of holding our annual events across London and York, and biannual conference option
 - We are asking all presenters at national meetings going forward permission for educational seminars to be recorded and uploaded on the website – this will give members who can not attend access to the presentations, where permission is given.
 - - Attempting to send reminder emails containing details about upcoming events further in advance, including content of educational seminars in national meetings
 - Introduction of CPD certificates for anyone who attends the national meetings/ educational seminars

Objective 2: promote better communication with the membership

- How can we ensure members are kept well enough up to date with news about upcoming events, or changes to the accreditation and training processes?
- Working with Ros, Bob and Jess to support updating of website,
- Sending out more regular newsletters
- There will be a summary newsletter going out following meetings going forward, summarising the meeting, directing to the slides/ recordings on the website, and giving advance notice of the next event

Objective 2: promote better communication with the membership

Plan:

- Go through the survey response about National Meeting attendance to consider how we might respond to this feedback; issues raised relate to the accessibility of meetings and events, specifically the North/South divide, options for remote access, more notice of content, CPD certificates

[See survey](#)

- Link with Bob Pritchard (Communications Lead) to think about how we disseminate information better.
- Can we be advertising events sooner? How do we encourage the membership to contribute more to the organisation? Do members know who to contact about what? Can this information be clearer on the website? [See updates to website](#)
- What options are there for providing more accessible training opportunities nationwide for members? [See survey](#)

Objective 3: continue work towards professionalising IPT-UK

- IPT-UK began as a small special interest group and has grown, especially with the advent of IAPT, into a more professionalised organisation responsible for holding the accreditation of our members.
- As a small organisation, we need to continue to work towards a way of more effectively and sustainably holding accreditation.
- We know there are people practising without accreditation, and people who are accredited who are not meeting CPD commitments.
- What can we do about this as a small and relatively low resourced organisation?

Objective 3: continue work towards professionalising IPT-UK

Plan:

- Following the introduction of membership fees in the last year, and with a newly elected Executive Committee and funded admin support, we have a new and interesting opportunity to drive forward the agenda of growing and professionalising the organisation. How can we make the most of this opportunity?
- I expect the following questions to be on the agenda for the IPTUK committee:
 - What do members want from their memberships and how can we meet this? [IAPT page](#), [consideration about format of events](#), [resources area](#)
 - What work can we do on image and branding? [Bob's work](#)
 - How do we hold and share responsibility for maintaining accreditation standards? [Training committee project on complaints management](#)
- It will be the role of Chair and Deputy Chair to ensure that ideas coming from these discussions are implemented by the Committee

QUESTIONS?

Thank you!