

## UKBHC's Newsletter - Edition 14.2

### WELCOME

This is the 13th edition of the UKBHC's Newsletter

For the benefit of chaplains and the wider healthcare constituency, the Newsletter continues to highlight news of and insights into chaplaincy issues. Please let us know if you have any comments or suggestions for future editions.

### MEMBERS OF THE UKBHC

The UKBHC website gives detailed information on the composition of the board including the Lay members, Chaplaincy members and the Office Bearers.

The four member groups of the UKBHC are:

- Association of Hospice and Palliative Care Chaplains (AHPCC): [www.ahpcc.org.uk](http://www.ahpcc.org.uk)
- College of Health Care Chaplains (CHCC): [www.healthcarechaplains.org](http://www.healthcarechaplains.org)
- Northern Ireland Healthcare Chaplains' Association (NIHCA): [www.nihca.co.uk](http://www.nihca.co.uk)
- Scottish Association of Chaplains in Healthcare (SACH): [www.sach.org.uk](http://www.sach.org.uk)

### NEW BOARD APPOINTMENT

#### Rev. Philip Wright

UKBHC are pleased to announce the appointment of Rev. Philip Wright to the Board.

Following the advertising of a UKBHC Board vacancy two potential candidates were interviewed on 23<sup>rd</sup> September by 3 members of the current Board and the Rev. Philip Wright was appointed.

Philip has been Chaplain at Barking, Havering and Redbridge University Hospital Trust since 2008 where he shares the leadership of the Chaplaincy Team.

He has a MA in Pastoral Theology and is an ordained Church of England minister.

He is passionate about healthcare chaplaincy, spiritual and religious care and believes that locally and nationally there is huge scope for what the chaplaincy service could be providing. He hopes to bring new ideas and vision to the UKBHC wanting to be part of the next generation of healthcare chaplains.

### WEBSITE

The main vehicle for contact with the UKBHC is the website - [www.ukbhc.org.uk](http://www.ukbhc.org.uk).

Please access the website regularly to keep up-to-date with important information for chaplains and others.

## **ACCREDITATION WITH THE PROFESSIONAL STANDARDS AUTHORITY**

A draft application for the UKBHC to achieve Authorised Voluntary Registration (AVR) has been submitted to the Professional Standards Authority (PSA).

**The Professional Standards Authority for Health and Social Care**, previously known as the Council for Healthcare Regulatory Excellence (CHRE), oversees statutory bodies that regulate health and social care professionals in the UK.

The purpose of the PSA is to promote the health, safety and wellbeing of users of health and social care services and the public. It accredits voluntary registers of people working in a variety of health and social care occupations.

In order to gain accreditation, the board has been working to demonstrate that they meet demanding standards in the following categories:

- Governance
- Setting standards for registrants
- Education and training
- Managing its register
- Complaints and concerns
- Information

The application is used to provide assurance that the register is well run and that you as registrants meet high standards of personal behaviour, technical competence and, where relevant, business practice.

UKBHC has been on a journey towards becoming an Accredited Voluntary Register driven by the view that accreditation with PSA as a voluntary register of chaplains was desirable for

there to be a demonstrable meeting of standards of chaplaincy practice, which in turn promotes consistency of practice and confidence in the profession.

There is also strong encouragement from NHS England for accreditation to be sought as it will only strengthen the case for chaplaincy in the NHS and add to the new guidelines being produced.

## **What will it mean for a Healthcare Chaplain to be a registrant with the UKBHC should it become an Authorised Voluntary Register?**

- Registrants will be seen to demonstrate a commitment to high standards of personal behaviour, clinical competence and business practice
- Registration will be independently verified by an external body, which leads to confidence for employers and the public.
- AVR trademark will distinguish UKBHC registrants as accredited healthcare professionals.

Martin Bradley led the working group that was tasked to prepare the UKBHC's application for accreditation. The Board is extremely grateful for his expertise and leadership in this significant task.

Key to being in a position to apply for accreditation as an AVR has been the ongoing work of the board in defining the purpose of the UKBHC, the frameworks for professional practice as healthcare chaplains and a clear and robust Fitness to Practice framework. These key features are outlined below.

## **PURPOSE OF THE UKBHC**

The *UK Board of Healthcare Chaplaincy* is a multifaith organisation of practising healthcare chaplains whose primary objects are to:

- Promote the well being and the protection of the public
- advance and disseminate the knowledge and practice of healthcare chaplaincy;
- define and develop professional standards of chaplaincy including education, training and continuing professional development;
- train advisers to support employers in the selection and appointment of healthcare chaplains;
- operate procedures to consider, investigate and assess the professional conduct of registered chaplains;
- maintain and develop systems to promote and accredit continuing professional development and the professional registration of chaplains.

## **The Code of Conduct**

In response to the Francis and Berwick reports it was felt necessary to include a statement on the Duty of Candour in the Code of Conduct. The board has included the Inter-regulatory candour working group (2014) joint statement on candour.

This can be found as item 4.3 in the revised Code of Conduct and is stated below:

### **4.3 Duty of Candour**

“Every Healthcare professional must be open and honest with patients when something has gone wrong with their treatment or care which causes, or has the potential to cause, harm or distress”

In addition all healthcare professionals must:

- Be open and honest with colleagues, employers and relevant organisations
- Take part in reviews and investigations when requested;
- Be open and honest with their regulator, raising concerns where appropriate;
- Support and encourage each other to be open and honest and not to stop someone raising concerns<sup>1</sup>.

## **Supporting Documents**

The Board has reviewed and updated the following documents which are available from the website.

### **Competencies and Capability Framework (2014)**

Distinguishing level 5 and 6 posts.

[www.ukbhc.org.uk/sites/default/files/UKBHC%20Spiritual%20and%20Religious%20Capabilities%20and%20Competences%20%202009.pdf](http://www.ukbhc.org.uk/sites/default/files/UKBHC%20Spiritual%20and%20Religious%20Capabilities%20and%20Competences%20%202009.pdf)

### **Standards for Chaplaincy Services**

[www.ukbhc.org.uk/sites/default/files/standards\\_for\\_healthcare\\_chaplaincy\\_services\\_2009.pdf](http://www.ukbhc.org.uk/sites/default/files/standards_for_healthcare_chaplaincy_services_2009.pdf)

### **Fitness to Practice Procedures**

[www.ukbhc.org.uk/sites/default/files/ukbhc\\_fitness\\_to\\_practice\\_policy\\_and\\_procedures.pdf](http://www.ukbhc.org.uk/sites/default/files/ukbhc_fitness_to_practice_policy_and_procedures.pdf)

### **Code of Conduct (2014)**

The revised 2014 Code of Conduct is available at :

[http://www.ukbhc.org.uk/sites/default/files/ukbhc\\_code\\_of\\_conduct\\_revised\\_2014.pdf](http://www.ukbhc.org.uk/sites/default/files/ukbhc_code_of_conduct_revised_2014.pdf)

## **REQUIREMENTS FOR REGISTRANTS: ANNUAL CPD RETURNS and REGISTRATION FEES**

**Derek Fraser, Chair, UKBHC writes,**

“One of the requirements of registration is the need for an up to date CPD (continuing professional development) record. Each year UKBHC sends out by e-mail a request to all registrants and for completion and return of a CPD form.

In early 2014 we expected that the web site would generate the CPD requests as well as acknowledge their receipt. There have been several technical challenges and as a board we have learned a lot as we have tried to make these processes work effectively. To that end we are proposing an amnesty this year to all those who have not yet submitted their CPD return for 2013. Failure to complete a CPD return, in future, may result in removal from the register, which is in keeping with other professional groups such as doctors and nurses.

All the forms that are submitted are checked to ensure that they are compliant. It would help us to be able to acknowledge CPD returns each year if all registrants checked their contact details on the UKBHC website to ensure that they are up to date.

We are busy developing an audit tool so that we can scrutinise a number of CPD returns against their portfolios as a means of quality control. It is planned that each year up to 5% of returns will be checked in this way after the returns have been received. A pilot project is currently underway with the help and cooperation of the office bearers of the professional bodies.

If you want to read more about CPD and the benefits it brings then Derek Fraser wrote an article published in the Journal of Health and Social Care Chaplaincy 2013 Vol. 1 no. 1 entitled, “CPD- an essential component of healthcare chaplaincy”.

We are keen to make sure that chaplaincy as a profession maintains standards with our fellow professionals within the health service around CPD.”

### **UKBHC Registration Fees**

The Board would like to thank all registrants for the payment of their fees and acknowledges that some registrants did not receive e-mail reminders and thanks them for their patience. The difficulty resulted mainly from incorrect or incomplete information held by the Board. **Please Note:** it is the registrant’s responsibility to ensure that their personal information and e-mail address is kept up to date.

If you paid your 2013 fees by cheque or BACS please log-in to the website and update your personal information to ensure that we have the correct information including a current e-mail address.

To demonstrate to the Professional Standards Authority the Board’s commitment to keeping an up to date register of chaplains the Board has implemented its policy regarding the payment of Registration Fees. As a result letters suspending registrants who have not paid their fees have been issued and if no payment is received by 30<sup>th</sup> November those names will be removed from the register.

If you have received a letter and you think you have paid your fees please contact the treasurer who will be pleased to check the records.

## **2015 Fees**

The Board plans to install an updated secure automated system to handle and record payments. All registrants will be notified via email with details of how to make the annual payment for membership of the UKBHC Register.

You can access the payment page using the link below. If you are not already logged in to the website, you will be asked to log in before you can access the page.

## **Will there be any further increase of fees?**

The board is seeking grants to support the application to the PSA. Should grants be unforthcoming it may be necessary to increase fees.

It is increasingly the norm that professions are accredited and registered and the fees vary considerably. Care workers are required to be registered and pay £50 per year, other healthcare professions pay up to £120 per year.

Your £35 supports the continuing work of the Board and will include your registration with the Professional Standards Authority as a Board Registered chaplain.

**[www.ukbhc.org.uk/chaplains/registration/registration-fees](http://www.ukbhc.org.uk/chaplains/registration/registration-fees)**

## **ON-LINE TRAINING COURSE FOR NEWLY APPOINTED CHAPLAINS**

This course is hosted by the UKBHC on a specially created training website and is offered free to all newly appointed healthcare chaplains.

Chaplains self enrol on the course and lead chaplains have the login passwords and enrolment keys. The website is available at <http://learn.ukbhc.org.uk> The course has been accredited by the UKBHC with 15 CPD points.

The course is administered by David Mitchell [chaplaincy.training@gmail.com](mailto:chaplaincy.training@gmail.com)

## **OTHER NEWS**

### **From the UKBHC AGM**

#### **Professional Advisors**

Malcolm Masterman reported that in 2014 there had been 40 requests from trusts: 35 were for professional appointment advisors and 5 for advice and reviews.

The meeting also were made aware of the trend to down grade new appointments and that this has a detrimental effect on leadership within teams and might also impact on the leadership within the profession.

#### **The Register**

Iain Macritchie informed the AGM that work had been done to ensure that the Register was now robust and well maintained.

He noted that 204 registrants had not submitted a CPD summary for 2013, but recognised that there had been some information issues on the UKBHC website, that are now resolved.

An 'amnesty' has been declared for 2013 summaries.

He also noted that 98 registrants had not paid their fees for 2014.

The board recognised that in some cases there had been a failure to acknowledge receipts of CPD summaries and fees. In addition from 2014 a random selection of 5% of CPD returns would be scrutinised. Feedback will be given to individuals and a report produced by 30 June of each year.

## **Finance**

The Annual Fee for 2015 was discussed in relation to the PSA application (see above).

Stephen Thornton emphasised to the meeting the enormous voluntary contribution that members of the Board have made to the formation and development of the UKBHC.

He drew attention to the contrast between the NMC which has 750,000 registrants and funds a large administration with the UKBHC that has 400 registrants and relies on the good will of the Board members giving their time and skills.

## **PROFESSIONAL ORGANISATIONS**

### **AHPCC**

Planning is well underway for the AHPCC annual Conference to be held in May 2015 at The Hayes Conference Centre, Swanwick. The Conference theme is: *"Suffering and wellbeing: seeking a balance in palliative care"*. For information about the Conference, AHPCC membership and other aspects of

palliative care, please look on our website:

[www.ahpcc.org.uk](http://www.ahpcc.org.uk)

### **CHCC**

For updates on the CHCC's work and other helpful information, see [www.healthcarechaplains.org](http://www.healthcarechaplains.org).

CHCC members can also get more information by logging into the members' area, where they can also check/update their email address to receive occasional email updates. You can also follow the CHCC Twitter account: @HealthChaplains.

### **NIHCA**

Congratulations to NIHCA Secretary Rev Jennifer McWhirter & her husband, Stephen, on the recent birth of their daughter Kizzy.

The NIHCA family sadly lost two of its members during the summer. Rev Dr Stewart Jones (chaplain at Altnagelvin) tragically died as a result of a diving accident on 12th July. Rev Dr Wesley Blair (chaplain at BCH/Cancer Centre & Beechcroft Adolescent Unit) died on 15th July after a long battle with cancer.

**email - [chaplains@nihca.co.uk](mailto:chaplains@nihca.co.uk)**  
**[www.nihca.co.uk](http://www.nihca.co.uk)**

### **SACH**

For updates on the SACH's work and other helpful information, see:

[www.sach.org.uk](http://www.sach.org.uk)

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