

## SIGNED COPY

# Meeting of the Executive Committee of the Royal College of Psychiatrists' Section of Eating Disorders on 14 January 2010

## Minutes

<b>Item number</b>		<b>Action</b>
<b>1</b>	<b>Present</b> Professor Ulrike Schmidt (Chair), Dr Jon Arcelus, Dr Sylvia Dahabra, Dr Tony Jaffa, Dr Adrienne Key, , Dr Lorna Richards, Mrs Susan Ringwood, Dr Paul Robinson, Dr Jane Shapleske, Dr Val Yeung  <b>In attendance</b> Joanna Edwards Dr Agnes Mbazira (from item 7) Veena Verdi (for item 13.2)	
<b>2</b>	<b>Apologies</b> Dr Sarah Cassar, Dr Frances Connan, Dr Alan Currie, Dr John Morgan, Dr Dasha Nicholls	
<b>3</b>	<b>Minutes of the meeting on 15 October 2009</b> It was noted that Dr Shapleske was not on the ICD-11 group. The minutes were approved and signed.	
<b>4</b>	<b>Matters arising from the minutes</b>	
<b>4.1</b>	<b>Public lectures</b> Thomas Kennedy, from the College's communications and policy department, had attended the previous meeting. Mr Kennedy said that he would circulate details of different lecture and debate options, as well as the associated costs, to the executive. This information would be requested to enable Dr Key and Mrs Ringwood to propose a draft motion for a 2010 summer or Christmas debate to PEC.	<i>AK/SR to draft motion</i>
<b>4.2</b>	<b>College/Institute of Psychiatry summer school 2010</b> Professor Schmidt reported that she had written to Professor Rob Howard and he was happy to involve Beat's Young Ambassadors.	
<b>4.3</b>	<b>Commissioning out of area treatment</b> Following an email from a member of the Section about problems they had experienced with commissioners, in particular with funding inpatient treatment, the executive had previously discussed their experiences and how they had dealt with these types of problems. Professor Schmidt had written an email to the list serve and collated the responses. As it was not clear whether there was a demand for additional College guidance for commissioners it was agreed to add this to the agenda for the Business Meeting on 22 February 2010 to help decide how to proceed.	<i>Add to agenda for Business Meeting 22 February 2010</i>
<b>5</b>	<b>Chair's business</b>	

5.1	<b>CR87 update</b>	Professor Schmidt reported that good progress is being made.	
5.2	<b>Development of inter-faculty/section networks</b>	Professor Schmidt had contacted Dr Michele Hampson, chair of the General and Community Faculty, about the development of inter-faculty/section networks and she was not looking for leads to be identified.  Professor Schmidt would contact Dr Hampson again for details of how to participate in the Early Intervention in Psychosis and the Mental Health in Primary Care inter-faculty/section networks.	<i>US to contact MH for joining details</i>
5.3	<b>Input into New Members' Reception in 2010</b>	Each of the Sections has been invited to provide information for the new member's reception on the 30 April 2010.  Each Faculty/Section can put up a small poster and provide a flier or piece of literature (e.g. newsletter or recent report) to pick up from the exhibition area. There will be about 200-250 attendees on the day.  It was agreed to provide copies of the newsletter and Professor Schmidt would produce a flier with key information. A poster would not be possible unless the flier could be scaled up.	<i>US to prepare flier</i>
5.4	<b>Report from CEC</b>	Professor Schmidt had been unable to attend the two previous meetings.	<i>JA to add link to BDA leaflet</i>
6	<b>Vice-chair's business</b>	6.1 <b>BDA – nutritionists leaflet and joint letter from BDA/RCPsych</b> The Committee received the leaflet (ED 02/10) for information. It was agreed to put a link to it from the Section's web pages.	<i>JA to add link to BDA leaflet</i>
6.2	<b>Risk in eating disorders – NPSA</b>	This item was not discussed	<i>JE to circulate suggested themes</i>
6.3	<b>ACCEA</b>	This item was not discussed	<i>JE to request from Conference Office</i>
7	<b>Meetings</b>	7.1 <b>Report of the Section scientific meeting, 4 November 2009, RIBA, London</b> The feedback from the meeting was discussed. It was generally good. There was a mixed response to the theme and some delegates commented that there was not enough ED content but others wrote that it was useful. Although the numbers were down the meeting did not make a loss.  It was noted that the delegate list did not identify the discipline or career status of the attendees. A breakdown was requested from the conference office.  It was agreed to consider the future meeting ideas from the feedback and other ideas suggested by the Committee. Additional proposals for the next meeting included more skills training and linking to the quality assurance network and standards.	<i>JE to circulate suggested themes</i>
7.2	<b>Section spring meeting: Management of Severe and Enduring AN: Ethical and Clinical Challenges, 22 February 2010, College</b>		<i>JE to circulate list</i>

It was reported that seven delegates had registered for the meeting. A reminder had been sent to the Section and there was a waiting list of non members.

- 7.2.1 Section business meeting on 22 February – agenda**  
Professor Schmidt will prepare an agenda for the meeting.

*US to prepare agenda*

**7.3 College annual meeting, 21-24 June 2010**

It was reported that the Section was not running a workshop this year but would have the opportunity to submit a proposal for the next meeting.

**7.4 Bursaries**

Applications for medical student bursaries are lower than those for trainees. It was discussed whether to only run bursaries for trainees. It was suggested that the PTC would be able to disseminate information on their website and across the divisions as they have links with the medical student societies. The breakdown of applications will be reviewed next year.

*VY to disseminate information*

*Add to future agenda*

**8 Position statement on media and eating disorders**

Dr Key's position statement was approved at the College's Central Policy Co-ordinating Committee on 29 October. It was agreed to plan a launch of the statement to coincide with the publication of Beat's manifesto for the next government in the middle of February. Beat could also provide some case studies.

*AK to liaise with press and publications to plan launch*

It was noted that members of the Committee who were interested in speaking to the press would need to ensure that they were available. Dr Key would liaise with the press officer, Elizabeth Fox.

The committee also agreed that the document would benefit from reformatting by the team in publications.

*JE to obtain quotes from Publications*

**9 Eating Disorders Quality Assurance Network**

Dr Jaffa reported on the process for producing care standards. The core and in/out patient standards have been drafted and he anticipated that they would be going out for consultation at the end of March. These would then be subject to review by the steering group.

Concern was expressed that there is a large number of standards. Dr Jaffa advised that the drafting groups reduce the length of the standards before they go out for consultation.

**10 Finance Officer's business**

Dr Shapleske reported that the Section's current balance is approximately £14k and there are about £2k of speakers expenses outstanding. It was noted that the new format of the financial reports shows the balance of the Section since its establishment. It demonstrates an upwards trend.

Subsidised places for trainees at the conference were discussed. The attendance data from the last meeting will be used to estimate the number of places to offer at a reduced rate (2/3<sup>rd</sup> the full delegate rate).

**11 Training and education**

**11.1 College curriculum and CPD online**

Dr Robinson reported that the curriculum and supporting information had been sent to PMETB for consideration for sub specialty status with

perinatal and neuropsychiatry.

It was reported that Dr Nicholls is drafting a curriculum for eating disorders for the Child and Adolescent Faculty to be sent to PMETB for consideration for sub speciality status.

It was agreed that this highlighted that the section is a cross age group.

There was nothing to report on CPD.

## **11.2 PTC**

Dr Yeung reported that the PTC is developing information on mental health for secondary school children. This initiative was from the Irish Division and was being rolled out through University College Hospital. It was suggested that a link was made with Beat in relation to eating disorders. There was also some published work on the risks of presenting information to children.

## **11.3 MARSIPAN (Management of Really Seriously Ill Patients with Anorexia Nervosa)**

Dr Robinson reported that the MARSIPAN acronym now refers to really sick patients.

The document has been endorsed by the Council of the Royal College of Physicians. Dr Robinson is also seeking endorsement for the guidance from other professional bodies, including the Royal College of Pathologists, the Intercollegiate Group on Nutrition and the Academy of Medical Royal Colleges.

The document was also being considered by the College's Central Policy Co-ordinating Committee on 29 January.

It was planned to submit the report to the BMJ and for publication on the NHS evidence website. Following approval from all of these organisations, Dr Robinson hopes that the report will be adopted by NICE.

### **11.3.1 Junior MARSIPAN**

The executive noted that this group has now been established, and includes members from the RCPCH.

## **12 Divisional and regional representatives**

Dr Jaffa said that all divisional representatives are now in post. Dr Shapleske will replace Dr Jaffa.

The Committee discussed the value of regional representatives. There are currently none. It was agreed that they are in principle a good thing and it was proposed that once the curriculum has been approved they revisit the issue.

Dr Jaffa had received the document 'Review of the work of the College Divisions' from November CEC for comment. He agreed to email it to the divisional representatives and submit a response.

*Add to future agenda*

*TJ to email to divisional reps and collate comments*

## **13 Communication**

### **13.1 Newsletter**

Dr Dahabra reported that she had had no submissions for the newsletter from members. She had received a piece from a carer that

*Members to contribute to*

she had anonymised and it was agreed that in future such articles would not be used.

*next  
newsletter*

A number of standing items were proposed for the next newsletter (deadline 31 March 2010) which members could take responsibility for. These included a summary from the ED section committee meeting, bursary reports, education and training updates, a report from Beat and a quality network update.

### **13.2 Webpages**

Veena Verdi, Website Officer gave a background to her appointment and the work on the website to update the pages and make them more accessible.

The committee expressed an interest in different forms of communication with the members through the social networking site facebook.

Screen shots of Eating Disorders Section's web pages (ED 04/10) had been circulated and comments invited from the Committee on the format and images selected.

A small group were identified to review the pages.

The website numbers (ED05/10) were welcomed.

*SD, JA, US  
and PR to  
review  
webpages*

## **14 Reports from representatives on other College committees**

### **14..1 Faculty/Section links**

Nothing to report.

### **14.2 Workforce Committee**

The College's Workforce Lead, Dr Andy Clark, had invited the Eating Disorders Section to identify a workforce lead to become a member of the Workforce Committee and be the contact for workforce issues related to eating disorders. Dr Robinson was nominated to be the link person from Eating Disorders. The Committee agreed that due to its small size it was not possible to ask a member to become a member of the Workforce Committee but suggested that a link person could receive the minutes and contribute this way.

*JE forward  
details to  
Workforce  
Manager*

### **14.3 Report from new Revalidation Committee 7 January**

Dr Key reported that this meeting had not taken place.

### **14.4 Links to other College committees**

Nothing to report.

## **15 Links with other organisations**

### Beat

Mrs Ringwood reported that it is the 21<sup>st</sup> anniversary of Beat and a series of initiatives are planned including the manifesto for the new government, conference and commemoration service at Southwark Cathedral on the 28 September 2010.

## **16 Any other business**

Professor Schmidt reported that she was appointed to the Governance Board of the College Research Committee.

## **17 Dates of future meetings**

**Monday 22 February 2010**

Section spring meeting: *Management of Patients with Severe Anorexia and Poor Outcome from Specialist Inpatient Care*

**Thursday 15 April 2010**

Executive committee meeting, 11am, Dining Room, College

**Friday 9 July 2010**

Executive committee and strategy meetings, from 10.30am, Dining Room, College

**Wednesday 13 October 2010**

Executive committee meeting, 11am, Dining Room, College

**Friday 5 November 2010**

Section scientific meeting