ACADEMY OF MEDICAL EDUCATORS

England & Wales · Charity number 1128988

Details

Status	Registered
Legal form	Charitable company
Company number	05965178
Registered	2009-04-02
Register	View on the Charity Commission register

Contact

Address	Neuadd Meirionnydd Heath Park Cardiff Cardiff County (Optional) CF14 4YS
Phone	02920 687206
Email	info@medicaleducators.org
Website	www.medicaleducators.org

Activities

Objects: THE ADVANCEMENT OF MEDICAL EDUCATION FOR THE PUBLIC BENEFIT IN PARTICULAR BY:A THE DEVELOPMENT OF A CURRICULUM AND QUALIFICATION SYSTEMB UNDERTAKING RESEARCH FOR THE CONTINUING DEVELOPMENT OF PROFESSIONAL MEDICAL EDUCATION; ANDC THE PROMOTION AND DISSEMINATION OF BEST PRACTICE IN MEDICAL EDUCATION

Activities: The advancement of medical education for the public benefit in particular by:a) the development of a curriculum and qualification system;b) undertaking research for the continuing development of professional medical education; andc) the promotion and dissemination of best practice in medical education

Classification

- **How:** Makes Grants To Individuals, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL.
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£337,202	£335,157	-	-
2024-09-30	£245,633	£197,314	-	-
2023-09-30	£223,446	£208,574	-	-
2022-09-30	£201,150	£175,186	-	-
2021-09-30	£185,034	£157,089	-	-
2020-09-30	£140,495	£166,579	-	-

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Trustees

Name	Role	Appointed
Dr Claire Joanne Stocker		2020-04-28
Dr Dhivya Pownraj		2025-04-25
Dr Enjy Abouzeid		2024-04-25
Dr Hiro Khoshnaw		2025-04-25
Dr Jennifer Conlan		2023-03-27
Dr Jhiamluka Zservando Solano Velasquez		2024-04-25
Dr Linda Elaine Prescott-Clements		2024-04-25
Dr Lisa-Jayne Ann Edwards		2022-04-26
Dr Martin Paul Hawes		2025-04-25
Dr Nadia Lascar		2026-04-30
Dr Navneet Singh Kandhari		2025-04-25
Dr Nicolas Cooper		2014-02-12
Dr Philip Xiu		2023-04-27
Dr Russell Peek		2022-04-26
Dr Sonia Roseanne Bussey		2026-04-30
Dr Thomas Rourke		2025-04-25
Julie Browne FACADMED		2012-10-23
Professor Aidan Byrne		2016-04-06
Professor Colin Francis Macdougall		2023-04-27
Professor Harish Kumar Thampy		2022-04-26
Professor James Michael Read		2015-02-26
Professor Mohamed Elhassan Abdalla Elsayed		2021-04-20

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ACADEMY OF MEDICAL EDUCATORS

England & Wales - Charity number 1128988

Accounts

Annual Report for the year ended 30 September 2025

Trustees' report and unaudited financial statements

AoME
ACADEMY OF MEDICAL EDUCATORS



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aome.org

Company Number 05965178
Registered Charity Number 1128988

Company Secretary: J Browne

Registered Office:
Academy of Medical Educators
Neuadd Meirionnydd
Heath Park
Cardiff CF14 4YS

Independent Examiners:
Independent Examiners Ltd
The Grain Store, Hills Barns
Appledram Lane South
Chichester
West Sussex, PO20 7EG

Bankers:
Nat West Bank plc
St Paul's Branch
Juxon House
98 St Paul's Churchyard
London EC4M 8BU

Trustees' Report

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the Academy of Medical Educators for the year ended 30 September 2025. The financial statements have been prepared in accordance with the accounting policies set out on pages 13 and 14, and comply with the applicable law, the Memorandum and Articles of Association, and the requirements of the Charities SORP (Financial Reporting Standard (FRS) 102).

Objects and activities
Under its Articles of Association, the objects for which the Academy is established are the advancement of medical education for the public benefit in particular by:

a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.

The Academy of Medical Educators is a professional organisation, working nationally and internationally, for all those involved in medical education – the education and training of students and practitioners in medicine including physician associates, dentistry, and veterinary surgery. It aims to provide leadership, promote standards and support all those involved in the academic discipline of medical education. Through its *Professional Standards*, which serve as a guide to curriculum development, the Academy provides a recognised framework so that those in education can demonstrate expertise and achievements in medical education through accreditation as a medical teacher to an agreed national standard.

Public benefit statement
The Council, comprising the Trustees of the Academy, has referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning the Academy's future activities. In particular, the Council considers how planned activities will contribute to the aims and objectives it has set.

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Commission, including the guidance *Public benefit: Running a charity (PB2)* in exercising their powers and duties.

The Academy is founded on the recognition that the development and improvement of the training of medical practitioners will be to the benefit of the health of the general public. The Academy's activities in furtherance of the objects defined above directly address the maintenance and improvement of standards of medical training and practice, to the direct benefit of patients.

The Academy's activities are open to all who are able to benefit from them. Special rates are offered to students. Council does not consider there to be detriment from its activities or work.

Membership and Fellowship – HESA recognition guidance

For those who work in higher education the following statement on recognition against the *Professional Standards* by the Higher Education Statistics Agency (HESA), and equivalence with AdvanceHE, may be helpful:

> "The Academy of Medical Educators (AoME) is the multiprofessional organisation for those involved in the education and training of students and practitioners in medicine, dentistry and veterinary surgery. The AoME has developed a set of *Professional Standards*[1] which are an explicit statement of the values, skills, knowledge and practical capabilities required of those engaged in medical education. Individuals can seek assessment and recognition of their teaching practice against the Standards at Membership and Fellowship level to gain the MAcadMEd or FAcadMEd postnominal. Assessment is a formal, peer reviewed process overseen by an embedded governance structure within the Academy.
>
> HEI's are required by HESA to collect and submit data relating to the academic teaching qualifications of academic staff. To assist HEIs in submitting data relating to the AoME accreditation scheme, colleagues with confirmed MAcadMEd or FAcadMEd status should be submitted under the 08 code – "accredited as a teacher of their subject by a professional UK body"[2]. This entry is of equivalent status to holding a PGCHE or AdvanceHE recognition, negating the need for these qualifications in addition to AoME recognition for the purposes of HESA returns. "

[1] See https://www.medicaleducators.org/Professional-Standards; [2] See https://www.hesa.ac.uk/collection/c19025/a/actchqual

Structure and Governance

History of the Academy

January 2006 - The Academy of Medical Educators was instigated at an informal meeting of interested medical educators and leaders held at the Royal College of Physicians.

October 2006 - The Academy was founded as the professional standard setting body for medical educators in the United Kingdom, becoming incorporated as a company limited by guarantee under the Companies Act 1985 on 12 October 2006.

December 2007 - Professor John Bligh was elected the Academy's first president. Since then another four individuals have presided over the Academy:
2011 - 2014 Professor Sean Hilton
2014 - 2017 Professor Derek Gallen
2017 - 2023 - Professor Jacky Hayden
Professor Nick Cooper will begin his second term as President from April 2026.

In April 2009 the Academy was registered as a charity with the Charity Commission for England.
Also in 2009 the first edition of the *Professional Standards for Medical, Dental and Veterinary* Educators was published.
September 2012 saw the first revision of the *Professional Standards.*
In 2014 the third edition of the *Standards* was published.
The current fourth edition was published in 2021.

In 2013 The Academy moved to its current address at Cardiff University, having previously been located in London, Edinburgh and Plymouth respectively. The Academy is thankful to the University and our colleagues within the Centre for Medical Education for their enduring and invaluable support.

Leadership

The Academy is a registered charity in the UK and a company limited by guarantee. It is led by an elected Council of Trustees who are also the Directors of the Company.

Council discusses, advises on, and debates matters brought before it and decides the next steps. Council members propose changes, projects, initiatives etc. outlining the purpose, benefits, estimated cost and resource requirements. Council's role is to set the strategic direction of the Academy and in addition to four full Council meetings each year holds an annual strategy day.

The Executive Committee comprises the President, Treasurer, Registrar, chairs of standing committees, and the Executive Director. Executive Committee makes policy decisions; ensures the Academy is meeting its governance requirements; takes proposals from Council and evaluates financial and resource implications of work undertaken.
The Executive Committee met four times during the period.

Standing Committees - Membership, Education and Professional Standards - operate according to their terms of reference. Committees are chaired by Council members, and their members are drawn from Council and the membership as a whole.

Committees, Working Groups and Panels: Developing Medical Educators Group; Prizes and Awards Committee; Assessment Panel; Course Accreditation Leads.

Key leadership roles April 2025:

Nick Cooper, President; re-elected for second three-year term from April 2026
Julie Browne, Registrar until April 2026; Claire Stocker, Registrar from April 2026
Jamie Read, Honorary Treasurer until April 2026; Martin Hawes, Honorary Treasurer from April 2026
Claire Stocker, Education Committee Chair; Lisa-Jayne Edwards from April 2026
Philip Xiu, Membership Committee Chair; Enjy Abouzeid vice-chair from October 2025
Professional Standards Committee vacant; co-chairs, Russell Peek and John Sandars from October 2025
John Sandars, Lead Assessor
Aidan Byrne and Mohamed Elhassan Elsayed, Accredited Course Leads
Melanie Coulson, DMEG Lead.

The Academy's Council 2024-2025



Professor Nick Cooper, President of the Academy, is Medical Director PA Studies at Peninsula Medical School and Academic Lead for Peninsula Foundation School. ***Edu; EDI; M; PS; Att 8/8***



Dr. Enjy Abouzeid is a Lecturer in Medical Education, PBL Lead, and Active Learning Champion at the School of Medicine, Ulster University **Edu; Att 4/5**



Professor Paul Baker is Deputy Postgraduate Dean HEE NW and former chair of the Specialised FP sub-committee for UKFPO. ***Att 1/5***



Julie Browne is the Academy's Registrar. She is an Emeritus Reader in Medical Education at Cardiff University, ***Edu; ED; M; PS; Att 4/8***



Professor Aidan Byrne is a retired Consultant Anaesthetist, chair of the health and conduct committee, and professionalism lead at Swansea University Medical School. He leads on AoME course accreditation. ***A; M; Po; Att 3/5***



Dr Jennifer Conlan is Assistant Professor in Clinical Medical Education in the School of Medicine, Trinity College Dublin. ***Att 2/5***



Dr Lisa-Jayne Edwards is a GP based in Oxford and a Senior Clinical Teaching Fellow at Warwick Medical School, and is Vice-Chair of the Education Committee. ***Edu; EDI; Att 4/5***



Dr Mohamed Elhassan Abdalla Elsayed is Associate Professor of Medical Education at the School of Medicine, University of Limerick. ***Edu; Att 2/5***



Dr James Fisher is a Lecturer at the University of Surrey, and an Occupational Health Physician. He is co-chair of the Membership Committee. ***M; Edu; Att 4/8***



Dr Martin Hawes spent 20 years in the pharmaceutical industry before becoming a veterinary surgeon. He is currently Section Head Small Animal Medicine at the School of Veterinary Medicine, University of Surrey. ***M; Att 1/1***



Professor Jacky Hayden CBE holds several non-executive roles associated with the NHS and medical education. ***Edu; EDI; M; PS; Att 8/8***



Dr Navneet Singh Kandhari is a Cardiology Registrar in NW London and the former DMEG lead. He is an active instructor for the PACES Ahead and Intelligent PACES teaching courses. ***Att 1/1***



Dr Hiro Khoshnaw is a Consultant geriatrician and the Director of Medical Education at the Royal Surrey NHS Foundation Trust, She is an examiner for the clinical part of the MRCP examination ***A; Edu; Att 1/1***



Professor Colin Macdougall is Associate Dean, Medical Education, at Warwick Medical School. He is an elected member of the BMA's MASC and executive. ***Att 4/5***



Dr Russell Peek is a consultant paediatrician in Gloucestershire and Founding MBChB Phase 2 Lead at the University of Worcester. ***A; PS; Att 4/6***



Dr Linda Prescott-Clements is Director Of Education at the Royal College of Veterinary Surgeons and has previously worked in both medical and dental education. ***Edu; Att 4/5***

Council members take roles on standing committees and working groups:
A = Assessor; D = Developing Medical Educators; Edu = Education; EDI = Equality, Diversity and Inclusion; M = Membership; PS = Professional Standards; Att = number of Council and Executive meetings attended, including strategy day.



Dr Dhivya Pownraj is a Consultant geriatrician who undertakes various roles in education delivery, assessment, simulation and , ALS at KCL, London and KMMS. ***A; Edu; Att 1/1***



Professor Jamie Read is the Academy's Honorary Treasurer. He is Inaugural Dean of the Lincoln Medical School at the University of Lincoln. ***Edu; ED; PS; Att 7/8***



Dr Thomas Rourke is a Psychiatric NIHR ACF at Aston University. He was previously a CTF for three years at Keele, Birmingham and Aston University. ***Edu; Att 2/2***



Dr Jhiamluka Solano is a Cardiology Trainee and BHF Clinical Research Training Fellow at the University of Oxford, and serves as the Yorkshire representative on the RCP Resident Doctors Committee. **Edu; Att 3/5**



Dr Claire Stocker is Phase 1 Lead and Senior Lecturer for Aston Medical School MBChB. Claire is Chair of the Education Committee. ***Edu; EDI; PS; Att 4/8***



Professor Harish Thampy is a clinical academic working as a GP alongside his role as Professor of Medical Education at the University of Manchester. ***Edu; Att 2/5***



Dr. Philip Xiu is a GP and the Global Medical Education Editor-in-Chief of Elsevier ClinicalKey Student, as well as a standing member of the NICE Indicator Advisory Committee. He is Co-chair of the Membership Committee. ***A; EDI; M; Att 8/8***

Members of Council are elected by the members of the Academy. From April 2025 Council comprised 23 elected members, and one invited member.

Council members usually serve a term of three years. Council elections are always held in the autumn with those elected beginning their three year terms of office from the AGM the following spring. All full Members and Fellows in good standing, no matter their professional background or level of experience, are encouraged to stand for election. The Academy is better for having a leadership that represents the full diversity of its membership. New Council members elected in November 2024 were: Dr Martin Hawes; Dr Navneet Kandhari; Dr Hiro Khoshnaw; Dr Divya Pownraj; Dr Thomas Rourke. The attendance figures above reflect meetings attended after official terms began, but all new members begin their involvement before this and are invited to the last meeting of the 24/25 period as well as the strategy day. Re-elected Council members were: Professor Aidan Byrne; Dr Russell Peek; Professor Harish Thampy. Immense thanks for their respective contributions as members of Acaemy Council, go to **Lynn Allery, Professor Alan Denison, Professor Louise Dubras and Dr Anna Jones** who stood down in April 2025.

Staff Team



Tony Carlisle, Executive Director leads the team and is responsible for strategy implementation, Council liasion, governance and development.



Paul Yeboah-Afari, Membership Officer manages the Membership and Fellowship application and assessment processes and is responsible for accredited course administration.



Jodie Burnett-Wren, Events and Finance Manager maintains financial records, oversees subscriptions and renewals, and leads on conferences and events.



Amanda Paton supports the whole team with a range of administrative tasks, including finance, events, membership, committee support and managing the central calendar.

Professional Standards

The Academy's *Professional Standards* Framework makes explicit the values, skills, knowledge, and practical capabilities required of those engaged in medical education. and has been developed in wide consultation with the international community of professional medical educators.

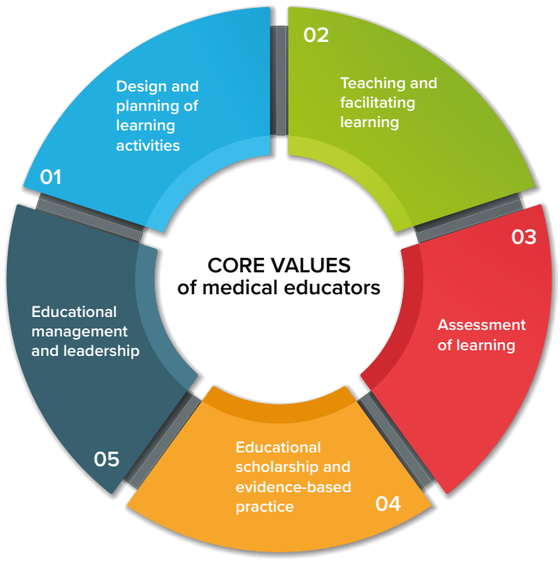
> "The *Standards* framework is outcome-based and generic in nature. The *Standards* are designed to be inclusive, empowering, and relevant to all clinical and non-clinical medical, dental & veterinary educators, irrespective of role."

The *Standards* have been adopted by the General Medical Council (GMC) to set expectations of all medical trainers holding recognised positions. The current edition has built on the first and second editions, using the strong evidence base of AoME's four core values and five domains; it includes an additional fourth level to reflect the growing number of senior educators who hold educational leadership positions, influencing the education of health and social care practitioners as well as veterinary surgeons. The *Standards* were developed after wide consultation across AoME's membership and with key strategic organisations and individuals responsible for the education of doctors, dentists, veterinary surgeons, and physician associates. The Academy is confident that these *Standards* represent an authoritative consensus statement on the values, knowledge and behaviours that can be expected of a medical educator.

The Academy uses the *Standards* to assess applications for Membership, Fellowship and Principal Fellowship. As detailed in the *Membership and Assessment* section of this report (page 7) currently 1800 educators can say that they have achieved recognition of their skills and experience in education by measuring themselves against our *Standards* and joining the Academy. The *Standards* can also be used in job planning, appraisal, and as a framework for professional development. The *Professional Standards for Medical Educators* is publicly available on our website. The Academy pursues an active strategy of promoting the *Standards* at conferences and events and through targeted communications with relevant bodies and individuals.

Progress towards the new Principal Fellowship level of recognition has been slow, but the Academy is committed to ensuring it accurately reflects achievements against level 4 of the Standards and that the assessment process is rigororous and meaningful. The pilot process is now underway and we will see our first group of Principal Fellows in 2026. We are grateful for the enthusuiasm and patience of current Fellows of the Academy who are helping us with the pilot.

In late 2025 Council appointed Professor John Sandars and Dr Russell Peek as the new co-chairs of the Professional Standards committee. They have begun to recruit a team to ensure that the *Standards* remain fit for purpose and meet the needs of educators today across multiprofessional teams and in a global educatonal landscape.



Membership and Assessment

During the period 2024 - 2025 the Academy's membership reached 1800 Members and Fellows in good standing.

The overall annual growth rate remains high at around 16%. Over 60% of members pay their subscription by standing order or direct debit. Overall Membership applications are exceeding Fellowship applications, and in addition to our support of those earlier in their careers, the Academy's Membership Committtee is taking steps to encourage advancement to Fellowship by existing Members. We hold regular *How to become a Member/Fellow* webinars. Feedback from these events is positive and often results in follow up questions from potential Members and Fellows, as well as completed applications. An FAQ document and recordings of sessions are availble online.

Table 1 below shows that there has been a slight reduction in the overall retention rate. Analysis shows that the group from which the fewest renew is Associate Membership. In 2025 Council agreed a scheme to allow participants of *AccreditationPlus* courses to access the benefits of Associate Membership free of charge as further incentve to take up a course. This has increased the numbers of Associates overall and and we expect in the longer term that more course completers wiill go on to take up full Membership. However as not all of these "free Associates" go on to full Membership, or wait some time before doing so, retention figures have been affected. The Membership Committee has proposed to Council that it is made clear in future reporting that retention rates in the core Member and Fellow categories remain high.

Table one - comparison of annual renewal rates

	Renewal rate 2023- 2024	**Renewal rate 2024-2025**
Fellow	83% (229/276)	84% (215/255)
Member	80% (779/967)	78% (819/1045)
Associate	72% (44/61)	56% (48/86)
Student Member	83% (5/6)	75% (3/4)
Average retention rate	**80%**	**78%**

During the period regular meetings were held for those assessing Membership and Fellowship applications respectively. Meetings focus on ensuring a consistent approach to peer assessment, benchmarking, and providing constructive feedback to colleagues seeking recognition by the Academy.

All Members and Fellows can apply to become assessors. Full training is provided and new assessors shadow experienced colleagues. Members may only assess Membership applications. All decisions are ratified by the Lead Assessor who in turn reports to Council. Assessors are expected to provide evidence they have undertaken an appropriate EDI training course, usually through their employer. The Academy strives to support educators who can benefit from our recognition scheme. Outright rejections are extremely rare and where an application at any level, is not deemed of a high enough standard yet, advice and feedback are provided so that a revised application may be submitted.

There is no formal mentorship scheme, but potential members can look at the **Public Professional Register** to find colleagues to provide a reference, peer review or advice on the application form. Where a potential Member or Fellow is unable to find help, a number of senior Fellows are available through the Academy office.

The Academy is very grateful to the following who were active members of the Assessment Panel in January 2025:

Dr Mohamed Abdallah, Dr Jabed Ahmed, Dr Marwa Ahmed, Prof Mohammed Al Zobaidy, Dr Muhammad Ali, Dr Natasha Archer, Dr Sateesh Babu Arja, Dr Gabriela Benderz, Dr Charles Alexis Bouvier, Dr Aaron Braddy-Green, Dr James Butler, Dr Brian Carlin, Dr Shalini Chopra, Mrs Claudia Cieslik-Straub, Prof Louise Dubras, Dr Tamer El Zalabany, Dr Amna Fadl Bashir Fadl, Prof Nahla Gomaa, Mr Franklin Gordon, Dr Dylan Gareth Harris, Prof Mary Higgins, Prof Andy Hsu, Dr Ayesha Jawwad, Dr Casper Jonker, Dr Mahzuz Karim, Dr Zahid Khan, Dr Mohammed Ismail Khan, Prof Rahat Khan, Dr Hiro Khoshnaw, Dr Anish Kotecha, Dr Rupak Kundu, Dr Shujing Jane Lim, Prof Pramod Luthra, Dr Sandeep Makan, Dr Assad Malik, Dr Hosam Eldeen Mohammed, Dr Mohamed Mortagy, Dr Robert Namushi, Dr Ehsan Nawaz, Dr Trisha Patel, Dr Rahul Pathak, Dr Russell Peek, Dr Dhivya Pownraj, Dr Shuaib Ahmed Quraishi, Dr Sujoy Ray, Dr Amtul Sami, Dr Pathiyil Ravi Shankar, Dr Heba Shawer, Dr Claire Stocker, Dr Samuel Stokes, Prof Michael Vassallo, Dr Ahmed Waheed, Dr Joshua Whitehurst, Mr Ki Sum Samson Wong, Dr Phillip Xiu.

Accreditation and *AccreditationPlus*

In 2024/25 over 90% of new applications for Membership came via the accredited course route. The Academy has accredited over 65 courses, two thirds now at *AccreditationPlus* level. Course completers can be assured they have developed both a high level of medical educational scholarship / practice and that they have committed to promoting the aims of the Academy. The Academy works with course leaders to promote the benefits of recogntion and to encourage conversion to Academy Membership.

Strategy and Future

Introduction

The Academy enters the 2025/26 period in a position of confidence, built on stable finances, sustained membership growth, and an expanding national and international reputation. The 2025 Council Strategy Day focused on celebrating recent successes, reviewing progress against 2024 priorities, clarifying governance and operational effectiveness, and setting a coherent direction for the next phase of development. This report summarises progress during 2024/25 and outlines the strategic priorities for 2025/26 and beyond, including how they will be delivered.

Progress Against 2024/2025 Priorities

Membership
Strong progress has been made in engagement and recruitment. A rolling programme of *How to Become a Member* and *Member to Fellow* workshops has been established, corporate partnership benefits were agreed and promoted, and barriers to student membership were reduced through removal of the reflective statement requirement. Overall membership exceeded 1800, with growth supported by *AccreditationPlus* and strengthened institutional engagement.

Professional Standards
The Academy strengthened its relationship with the General Medical Council, contributing to consultations and responding to *the State of Medical Education*. Working with our members we also sought to improve engagement with and support of other other healthcare regulators. Work commenced to improve accessibility of the *Professional Standards* through planned digital resources and website integration.

Education
The *Insights* webinar programme became embedded, with increasing member participation and a forward programme aligned to emerging needs. Progress was made towards regional networking through existing groups, supported by Education Committee initiatives. Outputs from the needs analysis survey informed the development of practical “How to” resources, which will be published through the new Academy journal.

Equity, Diversity and Inclusion (EDI)
All assessors completed EDI training within their host organisations, and representation across committees improved. EDI considerations were increasingly embedded into Academy processes, including assessments, elections and communications. We continue to strive to ensure consistency and equitable access.

Below are the available statistics around gender and ethnicity, as at September 2025. Members can edit their personal details, including their protected characteristics from the “My Details” tab in the members’ area of the website. The charts below show the information we hold on gender and ethnicity, with a comparison to the previous year. This information is only ever used in an aggregated form.

Ethnicity	***2025***	**2024**	***Ethnicity***	***2025***	**2024**	***Ethnicity***	***2025***	**2024**
Not stated	75%	69%	White and Asian/Asian British	1%	1.3%	African	<1%	<1%
White English/Welsh/ Scottish/NI/British	11%	14%	Other	<1%	1.2%	Chinese	<1%	<1%
Indian	4%	3%	Caribbean	1%	1.2%	White and Black African	<1%	<1%
Arab	3%	3%	Irish	<1%	<1%	Bangladeshi	<1%	<1%
Pakistani	1.5%	1.5%	Prefer not to say	<1%	<1%	White and Black caribbean	<1%	<1%
Gender	**2025**	**2024**	***Gender***	**2025**	**2024**			
Male	58%	57%	Prefer not to say	2%	2%			
Female	39%	38%	Other	2.7%	2.6%			

Governance and Administration
Significant progress was made towards implementation of the new website and CRM, aimed at improving efficiency, communication and member experience. Legal and statutory obligations were met, IT reliability improved, and staffing capacity was enhanced through a fixed-term appointment. Financial reserves exceeded recommended levels, enabling strategic investment in future growth.

Strategic Direction from the 2025 Strategy Day

Operational Effectiveness and Governance
Clearer distinction between the roles of Council, Executive Committee and standing committees was agreed to improve decision-making, accountability and resource planning. The Executive Committee retains responsibility for financial and resource decisions, supported by business cases, while Council acts as a strategic advisory and enabling body.
Key enablers include improved project management systems, realistic workload planning, and effective use of new digital infrastructure.

Membership
The Membership Committee set a clear direction focused on growth, retention and progression:
- Targeted outreach to trusts, HEIs and international institutions.
- Improved data collection to understand churn, non-completion and barriers to advancement.
- Support for Members to progress to Fellowship, with demystification of the process and proactive follow-up.

International growth will focus on institutional partnerships, likely through courses mapped to the *Professional Standards*, with strong EDI and decolonisation principles underpinning this work.

Education
The Education Committee positioned the Academy as the umbrella organisation for medical education, promoting professional standards, scholarship and community of practice nationally and internationally. Delivery will include:

- An annual, high-quality face-to-face conference and Calman Lecture.
- A financially sustainable programme of online events and Insights webinars.
- Development of communities of practice, mentorship and peer-assisted learning.
- Increased visibility and engagement through collaboration with key national and international organisations.

The new ***Journal of the Academy of Medical Educators (JAoME)***, to be published as diamond open access, will provide a platform for practical scholarship, innovation and shared learning.

Professional Standards
Future work will focus on embedding the *Professional Standards* more effectively across the sector, including interpretive support for international contexts (without altering the *Standards* themselves), development of case studies, and inclusion of sustainability and global perspectives in future reviews.

Developing Medical Educators Group (DMEG)
DMEG continues to be a major driver of early-career engagement and innovation. Plans include expanded output streams (masterclasses, podcasts, toolkits), increased integration with Academy communications, and clearer pathways into Academy Membership and Fellowship. DMEG content will feature prominently on the new website and in the journal.

Communications, Reputation and Reach
A more strategic, focused communications approach will continue, supported by the new website and CRM. Social media presence will diversify, with exploration of *Bluesky* alongside established platforms. The Academy will review partnerships to ensure alignment with charitable aims and maximise collective impact.

Conclusion

The Academy delivered strongly against its 2024/25 priorities and is well placed to progress its ambitions for 2025/26 and beyond. Focused investment in people, infrastructure and partnerships, alongside clearer governance and a renewed emphasis on membership value, will enable sustainable growth, enhanced impact and continued leadership in medical education.

Activity and Engagement 2024-2025

During the reporting period, the Academy of Medical Educators (AoME) delivered a wide-ranging programme of activity in support of its charitable objectives: advancing professional standards, supporting educators across career stages, and promoting excellence in medical, dental and veterinary education. Activity during the year centred on scholarly events, professional development, partnership working, and enhanced engagement with early-career educators.

Annual Conference

The Academy's flagship Annual Academic Meeting in October 2025 - with the theme *Science and Technology in Healthcare Practice: Futures in Medical Education* - continued its established role as a national forum for scholarly exchange, professional networking and recognition of excellence in medical education. The conference brought together educators across medicine, dentistry, veterinary medicine and the wider health professions, offering keynote presentations, peer-reviewed oral and poster sessions, and interactive workshops aligned to current educational priorities.

The programme emphasised professional standards, innovation in education, and educator wellbeing, with strong engagement from members and partners. The Calman Lecture and Academy awards ceremony formed a core part of the meeting, recognising leadership and contribution to the field.









Keynotes were delivered by Professor Jan Illing and Professor Rachel Isba, and our annual Calman lecture by Professor Tim Dornan HonFAcadMed. Tim dedicated his talk to our friend and colleague the late Dr Jim Price. Nick Cooper honoured Jim with the President's silver medal, collected on his behalf by his four children.

Professor Jan Illing received an Honorary Fellowship from the Academy in recognition of her outstanding contribution to medical education, and the President's Gold Medal was presented to Professor Jacky Hayden CBE, former President. A number of new Fellows, Members, Associate and Student Members attended to receive their certificates from the President.

Developing Medical Educators Group (DMEG) Online Conference

DMEG delivered its annual online conference in October 2025, *Clinical Education Without Borders: EDI and Globalisation*. DMEG is the part of the Academy for anyone in the early and formative stages of their journey as a healthcare educator. The conference featured keynote speakers, parallel workshops, and short oral presentations, with a strong focus on equality, diversity and inclusion, decolonisation of medical education, and global perspectives on educator development. The meeting provided opportunities for showcasing innovation, peer networking, and progression towards Academy Membership and Fellowship.

AoME Insights Programme

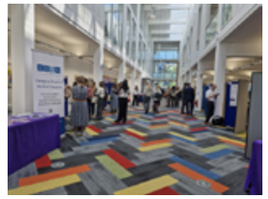
The AoME *Insights* programme was a central strand of member engagement throughout the 2024/25 period, offering a series of webinars and online discussions aligned to the Academy's *Professional Standards* and strategic priorities. Topics during the period included:

- Teaching clinical reasoning in clinical contexts
- Addressing health inequalities in education
- Managing "stuckness" in teaching
- Complex interventions and evaluation
- Scholarship in medical education
- Neurodiversity and inclusive practice
- Technology-enhanced learning and AI in education

Insights events combine expert presentations with reflective and interactive elements, supporting members' continuing professional development and fostering a community of practice. Attendance is open to members and non-members, reinforcing the Academy's commitment to sector-wide engagement. Full details of past and future events can be found here.

Joint AoME–INHWE Conference

In May 2025, AoME partnered with the International Network for Health Workforce Education (INHWE) to deliver a joint annual conference, *Learning Together for Clinical Excellence*, hosted at The Open University, Milton Keynes. This collaboration strengthened the Academy's international profile and supported interdisciplinary dialogue across healthcare education.







Keynote talks were delivered by Professor Andrew Dickenson, Chief dental Officer, Wales, Professor Elizabeth Johnson, Dean at the School of Medicine, European University of Cyprus and Dr Jenny Douglas, Senior Lecturer in Health Promotion at the Open University. The President awarded Honorary Fellowships to prof Andrew Dickenson and Dr Swe Yin Khin-Htun.

Engagement with External Events and Organisations

Throughout the year, AoME contributed to and supported a range of external events and activities, including:

The Academy began working with UK partner organisations as part of the organising committee for the *Developing Execllenece in Medical Education Conference (DEMEC)* scheduled for December 2025. The Academy was delighted that Professor Sir Chris Whitty accepted our invitation to deliver the Calman Lecture at DEMEC.

Exhibiting at the *European Board of Medical Assessors (EBMA) conference* in Faro, Portugal, 2-5 April.

Attending the *The International Congress on Academic Medicine (ICAM)*, in Halifax Canada, 2-6 April.

Taking part in the *Physician Associates Schools Council education conference* in Derry/Londonderry, Northern Ireland 22-23 May.

The Academy exhibited ASME's ASM *AI Assessment and Agency in* Edinburgh in July. The AoME @ ASME workshop was delivered by Prof. John Sandars and Dr Lisa-Jayne-Edwards.

We supported the *National Medical Schools Widening Participation Forum (NMSWP)* 8th annual national conference in Glasgow, *Breaking Barriers and Building Bridges*

Prof. Nick Cooper participated in the *Global Network for Medical, Health Professions and Bioethics Education Australia 2nd International Conference*, at the University of Dundee and online.

We exhibited at *VetED2025* at Bristol University in July.

The Academy engaged with an international audience at AMEE, in Barcelona in August, as well as the *5th International Scientific and Delegates Conference of GACOPA* (Global Association of Clinical Officers & Physician Associates).

AoME met educators at the *NIMDTA Education Day* in Belfast, and at the STEME and HEIW trainer day in Swansea, both in September

The Academy continued its close association with the British Student Doctor Journal (BSDJ). The BSDJ is the only peer-reviewed and open-access international journal uniquely managed by medical students and resident doctors. As a journal of the Academy of Medical Educators, it is primarily aimed at a readership of medical students and resident doctors in the UK.

These activities aligned with the Academy's strategic aim of enhancing reach, reputation and influence across the medical education community.

Financial Review

The 2024/2025 period saw membership continue to grow, alongside an increase in activities and resources. As a result of the additional pressure on our staff team, and the obligation to ensure that any financial surplus goes towards meeting our charitable aims, a committment was made in the previous period to invest in a finance administrator. Recruitment has been delayed due to a restriction at our host organisation Cardiff University, but we hope that the post will be filled in the first half of 2026.

We also agreed to invest in our IT infrastructure. Development of the commisioned new website and and customer relationship management database (CRM) has also been slower than anticipated, although is now in the final phase - the crucial application and assessment portals. Even with the bulk of the cost involved already commited to the project the 2024/25 accounts show a surplus of £2,045 (2024: surplus of £48,319). Anticipated savings over five years, once the new system has been implemented, are around £60,000.

At the end of the 2024/5 period the Academy's overall fund balances carried forward stand at £244,126 (2024 £242,081). Our policy is to maintain free reserves, (unrestricted funds not including fixed assets,) amounting to at least six months expenditure, approximately £90,000.

We continue to review the areas in which we invest, ensuring they are aligned with our charitable objectives. A review of our engagement activities for 2025/26 is taking place to ensure funds are used equitably, for the benefit of our members across all sectors, and to promote the improvement of patient care through educational excellence.

Finally, we are delighted to announce that Dr Martin Hawes will take over as Honorary Treasurer from Prof. Jamie Read at our 2026 Annual General Meeting. Dr Claire Stocker will become the new Registrar taking over from Julie Browne in April 2026.

Julie and Jamie have both served three years respectively in their current roles, although they have been significantly involved, and held other senior leadership roles, for much longer then that. The Academy offers its heartfelt gratitude to them both for their dedication and wisdom.

Professor Nick Cooper, President, and Professor Jamie Read, Honorary Treasurer.





Statement of Trustees' Responsibilities

The trustees (who are also the directors of Academy of Medical Educators for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

a) select suitable accounting policies and then apply them consistently;

b) make judgements and estimates that are reasonable and prudent;

c) observe the methods and principles in the Charities SORP;

d) state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and

e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity and signed on its behalf:

Approved by the Directors on 30 April 2026

Signed on their behalf by Director

Print Name: Julie Browne

Independent Examiner's Report

Report to the Trustees of Academy of Medical Educators on the accounts for the year ended 30 September 2025.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Since the Academy of Medical Educators gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a fellow member of the Association of Charity Independent Examiners, which is one of the listed bodies.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

K Gomes FCIE MAAT
Independent Examiners Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester
PO20 7EG

Signed :

Date : 1.5.26

Statement of Financial Activities

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	**3a**	30,000	-	30,000	-
Charitable Activities	**3b**	307,196	-	307,196	225,403
Other Incoming Resources	**3c, 10**	6	-	6	20,230
TOTAL INCOMING RESOURCES		**337,202**	**-**	**337,202**	**245,633**
RESOURCES EXPENDED					
Costs of Generating Funds					
Raising Funds	**4a**	73,110	-	73,110	40,678
Charitable Activities	**4b, 10**	262,047	-	262,047	156,636
TOTAL RESOURCES EXPENDED		**335,157**	**-**	**335,157**	**197,314**
NET INCOMING/(OUTGOING) RESOURCES		**2,045**	**-**	**2,045**	**48,319**
Total Funds Brought Forward		242,081	-	242,081	193,762
Transfer between funds	**10**			-	-
TOTAL FUNDS CARRIED FORWARD		**244,126**	**-**	**244,126**	**242,081**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 6 to 10 form part of these financial statements.

Balance Sheet

	Note	Unrestricted Funds £	Restricted Funds £	30-Sep-25 Total £	30-Sep-24 Total £
Fixed Assets					
Intangible Assets	**2(a)**	12,250	-	12,250	12,250
Tangible Assets	**2(b)**	34,575	-	34,575	344
Current Assets					
Debtors & Prepayments	**6**	-	-	-	182
Cash at Bank and in Hand	**5**	268,624	-	268,624	238,083
Total Current Assets		**268,624**	**-**	**268,624**	**238,265**
Creditors: amounts falling due within one year	**7**	71,323	-	71,323	8,778
NET CURRENT ASSETS		197,301	-	197,301	229,487
TOTAL ASSETS less current liabilities		**244,126**	**-**	**244,126**	**242,081**
NET ASSETS		**244,126**	**-**	**244,126**	**242,081**
Funds of the Charity					
General Funds		244,126	-	244,126	242,081
Restricted Funds	**10**	-	-	-	-
Total Funds		**244,126**	**-**	**244,126**	**242,081**

Directors' Responsibilities:

For the financial year ended 30 September 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibility:

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on: 30 April 2026

Signed on their behalf by : Nick Cooper, President

Trustee

Company number: 5965178



Notes to the Financial Statements

1. ACCOUNTING POLICIES

Company information

The Academy of Medical Educators is a charity limited by guarantee and incorporated in England and Wales. The registered office is Neuadd Meirionnydd, Heath Park, Cardiff, CF14 4YS.

Charity Status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and Charities Act 2011.

Basis of Preparation

Academy of Medical Educators meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Critical Accounting Estimates and Judgements

In the application of the Charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant and are reviewed on an ongoing basis. Actual results may differ from these estimates.

There are two critical estimates included within the accounts. The first is depreciation and amortisation; the rate of depreciation charged on tangible fixed assets (and amortisation on intangible fixed assets) is based on the estimated useful life of the asset and this is reviewed annually. The other critical estimate is the value of gifts in kind which are estimated based on the cost of acquiring the gift on the open market.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Membership fees

Membership fees are renewable annually and are recognised on a receipts basis.

Grants and Donations

Grant are recognised when receivable, income is carried forward at the year end, as restricted fund, where amounts have not been fully spent in the year.

1. ACCOUNTING POLICIES (Continued)

Incoming Resources (continued)

Sponsorship and Other income

Sponsorship and Other income is recognised when it is received.

Gifts in Kind

Where services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements as an estimate based on the value of the contribution to the charity.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out

Assets

Intangible assets

The coat of arms costs are not amortised as these are expected to be of continued long term benefit to the organisation.

The website and software costs are stated at cost less amortisation and impairment. Amortisation is provided at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following basis:

Website	33.33% Straight line
Software	33.33% Straight line

Tangible Fixed Assets

Fixed assets are capitalised where the item costs exceed £500. Depreciation is provided to write off the cost of the Fixed Assets over their estimated useful lives at the following annual rates:

Fixtures, fittings and equipment	15% Straight line
Computer equipment & website	33.33% Straight line

Fund accounting

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Cash and Cash Equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

2(a). INTANGIBLE FIXED ASSETS

		Website & Software	Coat of Arms	**Total 2025**
		£	£	£
Cost	30-Sep-24	121,324	12,250	133,574
Additions		-	-	-
Cost at	30-Sep-25	**121,324**	**12,250**	**133,574**
Amortisation	30-Sep-24	121,324	-	121,324
Charge		-	-	-
Depreciation at	30-Sep-25	**121,324**	**-**	**121,324**
Net Book Value	30-Sep-25	**-**	**12,250**	**12,250**
Net Book Value	30-Sep-24	**-**	**12,250**	**12,250**

2(b). TANGIBLE FIXED ASSETS

		Fixtures, Fittings & Equipment	Computer Equipment	**Total 2025**
		£	£	£
Cost	30-Sep-24	2,086	9,624	11,710
Additions		-	43,218	43,218
Cost at	30-Sep-25	**2,086**	**52,842**	**54,928**
Depreciation	30-Sep-24	2,086	9,280	11,366
Charge		-	8,987	8,987
Depreciation at	30-Sep-25	**2,086**	**18,267**	**20,353**
Net Book Value	30-Sep-25	**-**	**34,575**	**34,575**
Net Book Value	30-Sep-24	**-**	**344**	**344**

3. INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	**TOTAL 2025**	**TOTAL 2024**
	£	£	£	£
a) Voluntary Income				
Rent and Utilities (Cardiff University)	30,000	-	30,000	-
	30,000	**-**	**30,000**	**-**
b) Charitable Activities				
Membership Subscriptions	206,625	-	206,625	185,122
Annual conference and Educational Activities	100,571	-	100,571	27,067
InterPass	-	-	-	13,214
	307,196	**-**	**307,196**	**225,403**
c) Other Incoming Resources				
EBMA	-	-	-	20,164
Other Income	6	-	6	66
	6	**-**	**6**	**20,230**

4. RESOURCES EXPENDED

		Unrestricted Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
a) Raising Funds					
Advertising & PR		73,110	-	73,110	40,678
		73,110	-	73,110	40,678
b) Charitable Activities					
Staff Costs	**8**	164,164	-	164,164	94,535
Office running costs		18,019	-	18,019	5,891
Other events		486	-	486	3,855
Rent	**11**	30,000	-	30,000	-
Depreciation & amortisation		8,987	-	8,987	344
Database		9,215	-	9,215	12,690
Grant		2,000	-	2,000	-
Sundry expenses		708	-	708	1,514
Bank charges		870	-	870	2,157
Marketing and publicity		22,284	-	22,284	9858.08
Meeting costs		1,176	-	1,176	2842.34
Accountancy Fees		1,200	-	1,200	1164
EBMA expenses		52	-	52	21,489
DMEG costs		158	-	158	249
Prizes & Awards		945	-	945	-
Legal and professional fees		1,782	-	1,782	48
		262,047	**-**	**262,047**	**156,636**

5. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-25 £	Total 30-Sep-24 £
Cash at Bank	268,624	-	268,624	238,083
	268,624	**-**	**268,624**	**238,083**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-25 £	Total 30-Sep-24 £
Debtors	-	-	-	182
	-	**-**	**-**	**182**

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-25 £	Total 30-Sep-24 £
Trade Creditors	70,123	-	70,123	7,614
Independent Examination	1,200	-	1,200	1,164
	71,323	**-**	**71,323**	**8,778**

8. STAFF COSTS AND NUMBERS

	2025 TOTAL £	2024 TOTAL £
Gross Wages and Salaries	164,164	94,535
	164,164	**94,535**

The average number of staff employed by the organisation for the period was nil (2024: nil). Staff are employed by the University of Cardiff and costs are re-charged to the charity. One staff member carries out activities in furtherance of the charity's object (2024: 1). No employee received remuneration in excess of £60,000 (2024: None).

9. DIRECTORS AND OTHER RELATED PARTIES

Seven trustees were reimbursed for their out-of-pocket travel cost in the year in the value of £2,331.
Key management personnel are deemed to be the Trustees as they oversee the management of the charity. No key management personnel were remunerated in the year to September 2025 (2024: None).

10. RESTRICTED FUND

Current Year - There were no restricted funds for this financial year.

Prior Year	Balance at 01.10.23	Income	Expenditure	Transfer	Balance at 30.09.24
	£	**£**	**£**	**£**	**£**
EBMA	-	20,164	(21,489)	1,325	-
	-	**20,164**	**(21,489)**	**1,325**	**-**

11. GIFTS IN KIND

An estimate of the support in kind, based on the value of the contribution to the charity, has been included as a donation and a cost, at amounts summarised below:

	2025 £	2024 £
Rent and utilities (Cardiff University)	30,000	30,000
	30,000	**30,000**

12. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

13. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

14. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.



AoME
ACADEMY OF
MEDICAL EDUCATO

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

ACADEMY OF MEDICAL EDUCATORS

England & Wales - Charity number 1128988

Accounts



AoME

ACADEMY OF MEDICAL EDUCATORS

Annual Report
for the year ended 30 September 2024

Trustees' report and unaudited financial statements

aome.org

Company Number 05965178;
Registered Charity Number 1128988

Company Secretary: J Browne

Registered Office:
Academy of Medical Educators
Neuadd Meirionnydd
Heath Park
Cardiff CF14 4YS

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Unit 2
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Bankers:
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St Paul's Branch
Juxon House
98 St Paul's Churchyard
London EC4M 8BU

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Trustees' Report

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the Academy of Medical Educators for the year ended 30 September 2024. The financial statements have been prepared in accordance with the accounting policies set out on pages 15 and 16, and comply with the applicable law, the Memorandum and Articles of Association, and the requirements of the Charities SORP (Financial Reporting Standard (FRS) 102).

Objects and activities
Under its Articles of Association, the objects for which the Academy is established are the advancement of medical education for the public benefit in particular by:

a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.

The Academy of Medical Educators is a professional organisation, working nationally and internationally, for all those involved in medical education – the education and training of students and practitioners in medicine including physician associates, dentistry, and veterinary surgery. It aims to provide leadership, promote standards and support all those involved in the academic discipline of medical education. Through its *Professional Standards*, which serve as a guide to curriculum development, the Academy provides a recognised framework so that those in education can demonstrate expertise and achievements in medical education through accreditation as a medical teacher to an agreed national standard.

Public benefit statement
The Council, comprising the Trustees of the Academy, has referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning the Academy's future activities. In particular, the Council considers how planned activities will contribute to the aims and objectives it has set.

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Commission, including the guidance *Public benefit: Running a charity (PB2)* in exercising their powers and duties.

The Academy is founded on the recognition that the development and improvement of the training of medical practitioners will be to the benefit of the health of the general public. The Academy's activities in furtherance of the objects defined above directly address the maintenance and improvement of standards of medical training and practice, to the direct benefit of patients.

The Academy's activities are open to all who are able to benefit from them. Special rates are offered to students. Council does not consider there to be detriment from its activities or work.

Membership and Fellowship – HESA recognition guidance

For those who work in higher education the following statement on recognition against the *Professional Standards* by the Higher Education Statistics Agency (HESA), and equivalence with AdvanceHE, may be helpful:

> "The Academy of Medical Educators (AoME) is the multiprofessional organisation for those involved in the education and training of students and practitioners in medicine, dentistry and veterinary surgery. The AoME has developed a set of *Professional Standards*[1] which are an explicit statement of the values, skills, knowledge and practical capabilities required of those engaged in medical education. Individuals can seek assessment and recognition of their teaching practice against the Standards at Membership and Fellowship level to gain the MAcadMEd or FAcadMEd postnominal. Assessment is a formal, peer reviewed process overseen by an embedded governance structure within the Academy.
>
> HEI's are required by HESA to collect and submit data relating to the academic teaching qualifications of academic staff. To assist HEIs in submitting data relating to the AoME accreditation scheme, colleagues with confirmed MAcadMEd or FAcadMEd status should be submitted under the 08 code – "accredited as a teacher of their subject by a professional UK body"[2]. This entry is of equivalent status to holding a PGCHE or AdvanceHE recognition, negating the need for these qualifications in addition to AoME recognition for the purposes of HESA returns."

[1] See https://www.medicaleducators.org/Professional-Standards; [2] See https://www.hesa.ac.uk/collection/c19025/a/actchqual

Structure and Governance

Background

The Academy of Medical Educators was instigated at an informal meeting of interested medical educators and leaders held at the Royal College of Physicians in January 2006. It was then founded in October 2006 as the professional standard setting body for medical educators in the United Kingdom, becoming incorporated as a company limited by guarantee under the Companies Act 1985 on 12 October 2006. Formal elections were held in October 2007 and in December 2007 the first President, Professor John Bligh was elected for three years. The Academy was registered as a charity with the Charity Commission for England on 2 April 2009.

Leadership

The Academy is a registered charity in the UK and a company limited by guarantee. It is led by a Council of Trustees who are also the Directors of the Company. Members of Council are elected by the members of the Academy, with additional members who may be appointed by Council. From April 2024 Council comprised 23 elected members, including the President. The Honorary Treasurer, Registrar and chairs of standing committees and working groups are elected from within Council. Council's role is to set the strategic direction of the Academy and in addition to four full Council meetings each year holds an annual strategy day. The Executive Committee comprises the President, Treasurer, Registrar, chairs of standing committees, and the Executive Director. It is responsible for overseeing the financial and administrative management of the Academy, and ensuring governance obligations are met, including filing the annual report and accounts to Companies House and the Charity Commission. The Executive Committee met four times during the period.

Council members usually serve a term of three years. Council elections are always held in the autumn with those elected beginning their three year terms of office from the AGM the following spring. All full Members and Fellows in good standing, no matter their professional background or level of experience, are encouraged to stand for election. The Academy is better for having a leadership that represents the full diversity of its membership. New Council members elected in November 2023 were Dr **Enjy Abouzeid, Dr Linda Prescott-Clements and Dr Jhiamluka Solano**. Those re-elected for a further term were Dr **Lisa-Jayne Edwards and Dr Mohamed Elsayed.**

The Academy Team
The Academy staff team is hosted within the Centre for Medical Education at Cardiff University. The Academy is, as ever, grateful to Cardiff for its ongoing support.

Tony Carlisle is the Executive Director of the Academy. He leads the team and is responsible for strategy implementation, Council liasion, governance and development. Tony has been with the Academy since 2015.

Jodie Burnett-Wren is Events and Finance Manager. She maintains financial records and is the central contact for all subscription queries, as well as leading on conference planning and logistics. Jodie joined the team in 2016.

Paul Yeboah-Afari, Membership Officer is the longest standing member of the team, beginning in 2014. He manages the Membership and Fellowship application and assessment processes and is responsible for accredited course administration too.

Amanda Paton began her role with the Academy team in 2023. Amanda supports the whole team with a range of administrative tasks, including events, membership, committee support and managing the central diary of meetings and events.






The Academy's Council 2023-2024



Professor Nick Cooper, President of the Academy, is Medical Director PA Studies at Peninsula Medical School and Academic Lead for Peninsula Foundation School. ***A; Edu; EDI; M; Po; PS; Att 9/9***



Dr. Enjy Abouzeid is a Lecturer in Medical Education, PBL Lead, and Active Learning Champion at the School of Medicine, Ulster University **Edu; Att 2/2**



Lynne Allery is Reader in Medical Education, and Programme Director for the MSc in Medical Education, at Cardiff University.
M; Att 4/5



Professor Paul Baker is Deputy Postgraduate Dean HEE NW. Paul chairs the Specialised FP sub-committee for UKFPO.
Att 1/5



Julie Browne is the Academy's Registrar. She is Reader in Medical Education at Cardiff University, ***Edu; ED; M; Po; PS; Att 7/9***



Professor Aidan Byrne is a retired Consultant Anaesthetist, chair of the health and conduct committee and professionalism lead at Swansea University Medical School. He leads on AoME course accreditation. ***A; M; Po; Att 3/5***



Dr Jennifer Conlan is Assistant Professor in Clinical Medical Education in the School of Medicine, Trinity College Dublin.
Att 4/5



Professor Alan Denison is Dean of Postgraduate Medicine, NHS Education for Scotland. He is chair of the Professional Standards Committee.
A; Po; PS; Att 7/9



Professor Louise Dubras is Foundation Dean of the School of Medicine, Ulster University.
A; Edu; ED; Po; Att 3/5



Dr Lisa-Jayne Edwards is a GP registrar based in Oxford and a Senior Clinical Teaching Fellow at Warwick Medical School, and is Vice-Chair of the Education Committee. ***Edu; EDI; Att 4/5***



Dr Mohamed Elhassan Abdalla Elsayed is Associate Professor of Medical Education at the School of Medicine, University of Limerick.
Edu; Att 4/5



Dr James Fisher is a Lecturer at the University of Surrey, and an Occupational Health Physician. He is co-chair of the Membership Committee. ***M; Edu; Att 5/9***



Professor Jacky Hayden CBE holds several non-executive roles associated with the NHS and medical education.
Edu; EDI; M; Po; PS; Att 8/9



Dr Anna Jones is Faculty Development Lead for the MBBS at GKT School of Medical Education, King's College London and teaches the Masters of Clinical Education.
Att 1/5



Professor Colin Macdougall is Associate Dean, Medical Education, at Warwick Medical School. He is an elected member of the BMA's MASC and executive. ***Att 3/5***



Dr Russell Peek is a consultant paediatrician in Gloucestershire and Founding MBChB Phase 2 Lead at the University of Worcester.
A; Att 4/5



Dr Linda Prescott-Clements is Director Of Education at the Royal College of Veterinary Surgeons and has previously worked in both medical and dental education. ***Edu; Att 2/2***



Professor James Read is the Academy's Honorary Treasurer. He is Inaugural Dean of the Lincoln Medical School at the University of Lincoln. ***Edu; ED; PS; Po; Att 6/9***



Dr Jhiamluka Solano is a Cardiology Trainee**,** an independent researcher and honorary teaching fellow at Scunthorpe General Hospital, and Yorkshire Rep on the RCP Resident Doctors Committee ***Edu; Att 2/2***



Dr Claire Stocker is Phase 1 Lead and Senior Lecturer for Aston Medical School MBChB. Claire is Chair of the Education Committee. ***Edu; EDI; PS; Po; Att 6/9***



Professor Harish Thampy is a clinical academic working as a GP alongside his role as Professor of Medical Education at the University of Manchester.
Edu; Att 3/5



Dr. Philip Xiu is a GP and the Global Medical Education Editor-in-Chief of Elsevier ClinicalKey Student, as well as a Standing member of the NICE Indicator Advisory Committee. He is Co-chair of the Membership Committee. ***A; EDI; M; Att 8/9***

Council members take roles on standing committees and working groups:
A = Assessor; D = Developing Medical Educators; Edu = Education; EDI = Equality, Diversity and Inclusion; M = Membership; PS = Professional Standards; Po = Policy; Att = number of Council and Executive meetings attended, including strategy day.

Dr Ratna Makker and Dr Katy Stevenson stood down as Council members in April 2024. Professor David Croisdale Appleby served 6 years as the Academy Council's lay-representative, demitting in autumn 2024. The Academy thanks them for their service.

In Memoriam: Dr Jim Price



Sadly, our colleague on The Academy Council, Dr Jim Price, died in 2024.

Jim had been a Fellow of the Academy since 2010 and a member of our Council since 2022.

President, Nick Cooper said of Jim:

> *"Personally, I knew Jim for more than 15 years as a trusted Fellow and through his work at Brighton Medical School, ASME and with his key roles in the Academy. He was a valued member of the Assessor team for many years and instrumental in the development of course accreditation, particularly the requirements of AccreditationPlus, which is now a well-used pathway for new member applications.*
>
> *Jim was a popular and much respected colleague and friend to us all at the Academy."*

Professional Standards

The Academy recognises that medical education is distinct from teaching in higher education in general because of the central place that patient care occupies not only in teaching and learning but also in assessment and feedback, and in quality assurance.

The Academy's *Professional Standards* Framework makes explicit the values, skills, knowledge, and practical capabilities required of those engaged in medical education. and has been developed in wide consultation with the international community of professional medical educators.

The *Standards* framework is outcome-based and generic in nature. The *Standards* are designed to be inclusive, empowering, and relevant to all clinical and non-clinical medical, dental & veterinary educators, irrespective of role.

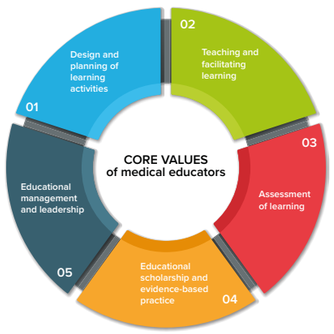
The *Standards* have been adopted by the General Medical Council (GMC) to set expectations of all medical trainers holding recognised positions. The current edition has built on the first and second editions, using the strong evidence base of AoME's four core values and five domains; it includes an additional fourth level to reflect the growing number of senior educators who hold educational leadership positions, influencing the education of health and social care practitioners as well as veterinary surgeons. The *Standards* were developed after wide consultation across AoME's membership and with key strategic organisations and individuals responsible for the education of doctors, dentists, veterinary surgeons, and physician associates. The Academy is confident that these *Standards* represent an authoritative consensus statement on the values, knowledge and behaviours that can be expected of a medical educator.

The Academy uses the *Standards* to assess applications for Membership, Fellowship and Principal Fellowship. As detailed in the *Membership and Assessment* section of this report (page 7) currently over 1500 educators can say that they have achieved recognition of their skills and experience in education by measuring themselves against our *Standards* and joining the Academy. The *Standards* can also be used in job planning, appraisal, and as a framework for professional development. The *Professional Standards for Medical Educators* is publicly available on our website.

The Academy pursues an active strategy of promoting the *Standards* at conferences and events and through targeted communications with relevant bodies and individuals.

The Academy is developing a new recognition process for those who hold or aspire to hold educatonal leadership roles. A Principal Fellowship working group has consulted with experts in recognition and assessment, and begun to work on a pilot study to ensure that the criteria by which we measure achievements against level four of the *Standards* are rigorours and equitable. We look forward to awarding an initial cohort of Proncipal Fellows in 2025.





Membership and Assessment

During the period 2023 - 2024 the Academy's membership exceeded 1500 Members and Fellows in good standing.

New Applications 1 October 2022 to 30 September 2023

Membership Category	Application approved	Subscription remaining unpaid
Associate Member	96	29 (30%)
Student Member	5	1 (20%)
Member	265	16 (6%)
Fellow	17	0 (0%)
Total all categories	383	46 (12%)

Renewal rates 1 October 2022 to 30 September 2023

Membership Category	Subscriptions due for renewal	Subscriptions renewed
Associate Member	61	44 (72%)
Student Member	6	5 (83%)
Member	967	779 (80%)
Fellow	276	229 (83%)
Total all categories	1310	1057 (83%)
All categories, previously lapsed, and newly admitted members in good standing		1394 (106%)

These figures represent an annual growth rate of approximately 12%. Over 60% of members pay their subscription by standing order or direct debit. As evidenced by the above the renewal rate remains high and responses to reminders for those who do not use a direct debit or standing order is good. Overall Membership applications are exceeding Fellowship applications, and in addition to our support of those earlier in their careers the Academy's Membership Committee is taking steps to support advancement to Fellowship of existing Members.

The Assessment Panel, led by Professor John Sandars continues to meet regularly to discuss the assessment process, ensure it is fair and rigorous, and that standards are being applied equitably across all applications. Following a review led by the Lead Assessor and Registrar, of all the Fellowship applications over the period, it was found that all single route applications would more appropriately have been broad route applications. For the most part the single domain applicants were asked to resubmit using the broad route and the very few admitted through the single route could, the assessors felt, equally have submitted a broad route application.

As a result, Council has agreed to remove the single domain route to Fellowship once the new website and applicaton portal goes live. In the meantime the advice to applicants will continue to be that in most cases we have always strongly advised against using the single domain route, and continue to do so. It will be removed in the near future and all applicants will be expected to submit an application addressing achievements in all domains. The Academy remains committed to working with all potential Members and Fellows to ensure they can demonstrate a length, breadth and depth of experience in medical education, and we will of course discuss exceptional circumstances with applicants.

As requested by the Academy's Council, the Assessment Panel has been exceptionally co-operative in providing evidence of approprite training in Equality, Diversity and Inclusivity, as part of the criteria for becoming or remaining an assessor. The Panel is made up of volunteers from the Academy's membership who receive training ad mentorship from within the group. They are essential to providing a high quality, meaningful and constructive peer review process for new Members and Fellows, and the Academy extends its gratitude to them all for the essential role they play.

In September 2023 the following were active members of the Assessment Panel:

Dr Marwa Ahmed, Dr Shuaib Ahmed Quraishi, Dr Muhammad Ali, Dr Natasha Archer, Dr Sateesh Babu Arja, Dr Gabriela Benderz, Dr David Beaumont, Dr Charles Alexis Bouvier, Dr Aaron Braddy-Green, Dr Brian Carlin, Dr Deborah Douglas, Professor Louise Dubras, Dr Phillip Xiu, Professor Mary Higgins, Mr Kartik Iyengar, Dr Mohamed Ismail Khan, Dr Zahid Khan, Dr Hiro Khoshnaw, Dr Mahzuz Karim, Dr Mohamed Abdallah, Dr Mohamed Mortagy, Dr Robert Namushi, Dr Russell Peek, Dr Rahul Pathak, Dr Trisha Patel, Dr Anish Kotecha, Professor Pramod Luthra, Dr Shujing Jane Lim, Dr Pathiyil Ravi Shankar, Dr Claire Stocker, Dr Amtul Sami, Professor Michael Vassallo, Mr Ki Sum Samson Wong.

Accreditation and *AccreditationPlus*

The Academy's Accreditation and *AccreditationPlus* schemes recognise that candidates are engaged in becoming professional medical educators through completing a high quality medical educational course that has assured that they have developed both a high level of medical educational scholarship / practice and that they have committed to promoting the aims of the Academy. *AccreditationPlus* specifically recognises that the reflective work completed as part of the course is equivalent to the 500-word reflective statement that is required of all applicants for Membership and Fellowship of the Academy of Medical Educators. At the end of the period there were 57 courses within the schemes, 33 at *AccreditationPlus* level.

During the period over 90% of successful applications for Membership were through the accredited course route, with the split between Accreditation and *AccreditationPlus* being approximately 50/50.

Strategy and Future

In May 2024 the Academy's Council met to review progress against it's strategic objectives, focusing on ways to increase the Academy's reach, enhance the Academy's reputation, and strengthen existing relationships.

Council members reflected on their own roles and how Academy membership and involvement helps them including:

- Widening the pool of potential collaborators
- Supporting students who are interested in medical education
- Providing a framework for progression, networks and other resources for those early in their career
- The *Standards* framework is an essential tool for those involved in establishing new medical schools
- Giving a sense of value to educational roles, and a strong identity for educators
- Supporting colleagues in areas where medical education is as yet less well developed.

Council identified many associations with other organisations and bodies where the potential for collaboration is clear, and looked at ways in which these relationships can be mutually beneficial; making the Academy a more agile organisation; helping us to reach other professions, and supporting professionals through the *Standards.*

Building on the work done in 2023 Council looked at its current strategy and sought to identify the key performance indicators for the activities identified in each of the four main areas.

Education
The provision of valuable, relevant, Education and Professional Development resources.

Council looked at priorities and discussed the Academy's educational output:

- Local Academy chapters could improve networking which in turn could open doors for the Academy to support and influence institutions;
- Increasing the breadth of educators – for example in other professions and in other countries needs to be a managed process in order to protect resources and mitigate risk;
- Educational resources support career trajectories and can provide a greater understanding of opportunities within education, highlighting sub categories;
- Educational resources can also generate revenue for the Academy. The Education Committee would like to provide consultancy services which demonstrate how to develop as an educator and examples of career routes (rather than provision of skills);
- The Academy's YouTube channel is currently underutilised and could be a means to promote resources;
- The Academy should ensure that under-represented groups are provided for, including early career educators and mid-career women educators;
- The Academy needs to look at progression from the early career educator stage and the challenges faced.

Professional Standards
Professional Standards for Medical Educators

Council looked at ways the Professional Standards can be leveraged to support our members and the profession as a whole, and to enhance our reach and reputation:

- The GMC Standards for Clinical and Educational Supervisors (based on the Academy's Standards) are now 10 years old. Council agreed it is time to re-engage with the GMC focusing on its aims to improve diversity, sustainability and interprofessionalism;
- In parallel the Academy should look at how it can engage with other health professions' regulators;
- The Academy should aim to gain recognition as the preferred standard setter in medical education, and in doing so should revisit the possibility of recognition by the Professional Standards Authority for Health and Social Care;
- The Academy will explore ways to ensure the *Standards* are embedded in processes that appoint medical education leaders, for example the appointment of DMEs;
- The Academy should seek to influence NHS England, HEIW, NIMDTA and NES, and other relevant statutory bodies to embed the Standards in feedback and appraisal processes. The Academy can provide guidance on how to achieve this.

Membership
A rigorous and effective recognition scheme and relevant members' services

Council discussed opportunities and priorities presented by our recognition scheme.

Council noted that member attrition is currently between 10 and 15%. It believes the Academy should aim for a growth rate of 20% and the priorities for helping to achieve this are:

- Development of a Corporate Membership scheme;
- Supporting members to progress through levels of membership (Student – Member – Fellow);
- Growing international membership and exploring how to do this. For example the Standards are currently available in English only;
- Examining the diversity of our membership and ensuring the Academy provides equitable access to membership and resources.

To achieve the above we must ensure that the Academy appeals to as wide a range of educators as possible, and that we reduce "friction", improving the application process through new web services; delivering value by measuring ourselves against other organisations; ensuring the integrity of the assessment process including assessors' compliance with EDI training; reviewing the fee structure particularly for overseas members; providing support for those who want to progress by continuing our programme of Membership and Fellowship workshops, online resources and informal mentorship.

Opportunities

Council explored opportunities available that may help us to pursue our objectives:

- Sponsorship provides an opportunity to reach new audiences. We already exhibit at events we have identified as relevant, e.g. ASME and AMEE. Council recommended we identify and investigate sponsorship and exhibition opportunities across a range of educational contexts;
- Our Corporate Partnership scheme should be flexible and meet the needs of a range of different organisations and institutions;
- Cost effective advertising opportunities e.g in journals;
- The Academy's expertise around the *Professional Standards* and the benefits of recognition are an opportunity to provide consultancy services;
- An Academy journal. Council agreed to convene a working group to look again at the viability of a journal. The concensus was that the Academy's journal should have a practical focus. A working group began discussions with Cardiff University Press in 2024 and developed plans for the journal's format and the appointment of an editor-in-chief.
- Council suggested the Academy create its own CPD approval framework to accredit its own and others' activities. A rigorous framework will need to be developed
- In January 2024 the Academy began a tender process for web services, including a new website, application and assessment portals, and customer relationship management database. The Academy's Council agreed a budget of approximately £47000. We anticipate a much streamlined and more supportive experience for applicants and current members alike, with built in events and election modules, more efficient subscription renewal and reminder systems, as well as a self service member area. Savings will also be made in staff time, allowing the team to focus on providing member resources and improving the Academy's reach. Total estimated savings are over £12,000 per year or £60,000 over 5 years.

The British Student Doctor Journal (BSDJ) is a Cardiff University Press Journal and an official journal of the Academy of Medical Educators. It publishes high quality research and champions the academic work of medical students and junior doctors. It provides a free-to-access opportunity for medical students and junior clinicians to gain experience in academic publishing. The BSDJ seeks to publish a range of medical and surgical research, and articles of interest and educational benefit to junior clinicians.

In August 2024 the BSDJ announced the appointment of two new co-editors in chief. Nick Phillips and Sruthi Saravanan. Nick and Sruthi took over the reins from Dr Shivani Kanabar who was EiC since Feb 2022. For more information and to view articles see the BSDJ website.





Activity and Engagement 2023-2024

Academy staff, Council members and others attend in-person and online events and take part in projects and activities in pursuit of the Academy's aims. The following are some significant engagements during the period:

In late September/early October 2023 we took part in the final conference of the DIGI4ME project, funded by the European Union : *Health sector skill alliance for creating innovative and efficient VET programmes and improving the digital Skills of medical physics and health professionals*, having been invited by our conference partners INHWE.

On 4 October the third virtual DMEG conference took place. See the DMEG page in this report.

On 16 October around 50 educators attended our *Applying for Membership* webinar, in which Dr Jamie Fisher, co-chair of ther Membership Committee discussed the benefits of gaining professional recognition and explained the Academy's application requirements and procedures.

The Academy is one of the partner organisations in the Developing Excellence in Medical Education Conference (DEMEC). The 2023 event took place on 4 and 5 December in Manchester. Our annual Calman Lecture was delivered by Professor Kamila Hawthorne, Chair of the RCGP and a longstanding friend and Fellow of the Academy. Kamila's talk was on *Differential Attainment: Stuck between a rock and a hard place, the devil is in the detail.* President Nick Cooper was delighted to be able to present an Honorary Fellowship to Kamilla, as well as a number of other Membership and Fellowship certificates.



On 6 December Professor John Sandars, Edge Hill University and our Lead Assessor presented the eighth *Insights* workshop *How to implement reflective practice for health professions educators* as an in-person event in Manchester.

On 16 January we were very pleased to be invited to the Royal Society of Medicine conference on *Tackling Inequalities.*

On 24 November Nick Cooper attended the MERSEY (Medical Education Research and Scholarship for Everyone) Education Conference in Liverpool and delivered a talk on *Challenges for Medical Educators: the role of AoME in the development of identity as a clinical educator and why scholarship matters.*

The annual *Sharing Training Excellence in Multi-professional Education* (STEME) Conference took place in Swansea on 18 March 2024 with the theme *Adapt; Develop; Innovate: Training for the Future*. The Academy is always grateful for this opportunity to engage with educators in Wales.

In March the GMC asked for our support in encouraging as many doctors in training and trainers as possible to complete the National Training Survey, one of the ways they can gain an accurate understanding of the experiences of doctors in training, and those that train them. We hope that many of our members took part and were interested to read the findings in July.

The Academy attended the European Board of Medical Educatos's conference from 11 to 13 April in Plymouth. Through our host, Cardiff University, the Academy is supporting the EBMA as it moves from its former home in Maaastricht, Netherlands, to the UK.

Our AGM on 25 April was attended by 72 Members and Fellows.

On 9 May we attended the Educational Supervisor conference at the Royal Derby Hospital.

The PA Schools Council Educators conference took place at Sheffield University on 23 and 24 May. The Academy attended to promote awareness of the *Professional Standards.*

Another How to become a Member online workshop was held on 17 June.

Cardiff InterPASS on 1 and 2 July was a two-day interprofessional summer school for all involved in professional assessment, with a practical focus on essential knowledge, methods and techniques to assist decision-making about learners' performance and competence. Experts and practitioners from a wide range of regulated professions shared insights and tips on how to design and conduct valid and reliable assessments, how to benchmark and set pass rates, and how to interpret and communicate test results.

The event demonstrated a successful collaboration with EBMA, Cardiff University and Kaplan Assessments. The keynote speakers were Professor Olle ten Cate, Utrecht University, Netherlands, and Professor Suzanne Chamberlain, Head of Assessment & Liaison, MLA, General Medical Council. The President presented Honorary Fellowships to Prof ten Cate and Professor Phil Newton, Director of Learning and Teaching at Swansea University Medical School.





On 4 July the Academy had a stand at Cardiff University Medical School's SoMMER (School of Medicine Medical Education Research) event, raising awareness of the Academy within our host institution.

The Association for the Study of Medical Education (ASME) held its Annual Scholarship Meeting at the University of Warwick from 10 to 12 July. The Academy and ASME have a close supportive realtionship and enjoy reciprocal benefits at each other's main annual events, including an information stand and a workshop session. This year AoME@ASME was delivered by Dr Lisa-Jayne Edwards and Dr Claire Stocker. The workshop title was *Supporting the Early-Mid Career Transition in Medical Education* and was a highly interactive session that identified where educators at a certain career level could use support. The session began a very interesting discussion among Academy Education Committee members and a sub group has been established to look at how to provide networking opportunities and informal mentoring.

Dr Mohamed Elhassan was unable to present his workshop *Student Assessment as an Endeavour to Social Accountability of Health Professions Education* at InterPASS so a separate virtual session was set up on 15 July for InterPASS attendees and other members, to showcase this work.

The Academy was invited in August 2024 by the College of General Dentistry to contributee to a revision of the *Standards in Dentistry*. We are endebted to Honorary Fellow Prof. Alison Bullock and Fellow Prof. Andrew Dickenson for their contribution to this consultation response.

The Academy had an exhibiton stand at the International Association for Health Professions Education (AMEE) conference in Basel, Switzerland from 24 to 28 August. This year's theme was *Develop your educational career: connect, grow and inspire with AMEE 2024.* These events provide an opportunity for the Academy to promote the *Professional Standards* to an even wider audience and to make connections with networks in Europe and beyond. While growth outside the UK is at this time still limited by resources, we keep an eye on developments with the the global workforce, and are of course very happy to share our *Standards* and to learn from others in the interests of improving education and patient care.

On 9 September another *How to become a Fellow* session was presented by members of the Membership Committee, aimed at both those new to the Academy and existing Members who are ready to advance.

The Academy's own main conference was this year planned for later in the year. Over the late spring and summmer 2024 planning was in full swing for *Science and Technology in Healthcare Practice: Futures in Medical Education,* taking place at Conference Aston, Aston University on 12 and 13 November 2024.



Equity, Diversity and Inclusion

At the Strategy Day in 2024 the Registrar, who leads the Academy's EDI working group, asked Council for its agreement to work with the EDI group to ensure best practice in EDI and equitable access to all aspects of the Academy's work, including ensuring the assessment panel is representative of the wider membership.

The group contuinues to promote our commitment to ensuring that the Academy's services and resources are accessible to all who can benefit from them. The new website represents a great opportunity to improve equality, diversity and inclusivity, through a comprehensive review of the content and better accessibility and guidance. Our EDI working group is working with the staff team and Council to make sure that there is significant, meaningful progress.

During the period we assigned an EDI representative to each of the Academy's Committees and working groups, and ensured that we put EDI considerations at the heart of our decision making.

The Academy's Council and Assessment panel must now record that they have undertaken appropriate and up-to-date EDI awareness training, usualy within their employing organisation. The Academy's staff team is required to complete comprehensive modules, followed by a test, on *Equality, Diversity And Inclusivity, Unconscious Bias, Information Security* and *Welsh Language Awareness*, among others.

The Academy has also committed to ensuring that all venues we use for physical meetings and events are fully accessible, and we ask attendees to let us know about any specific needs they may have to enable them to attend comfortably. Staff have undertaken training for online meeting platforms and closed captioning is available.

At the lastest Council elections there were 15 candidates for a total of eight places. We have continued not to ask those standing to provide a nominator or seconder and have found this helps to improve the diversity of our candidates; it was fantastic to see candidates from a range of professional backgrounds, geographical areas, and career stages in 2023.

The Academy's Public Professional Register helps members and potential members to identify colleagues in their area. So far 66% of our Members and Fellows have opted in to being included on the register. The Academy plans to include all members in the register when our new website goes live in 2025. Those with a valid reason not to have their name shared publicly can ask for exemption. We also plan to develop the register to include professional expertise and interests as well as an indication that members are willing to support Academy colleagues.

In 2024 we introduced reduced fees for those living and working in lower income countries. The Academy uses the World Bank Country classifications.

Members can edit their personal details, including their protected characteristics from the "My Details" tab in the members' area of the website. The charts below show the information we hold on gender and ethnicity, with a comparison to the previous year. This information is only ever used in an aggregated form.

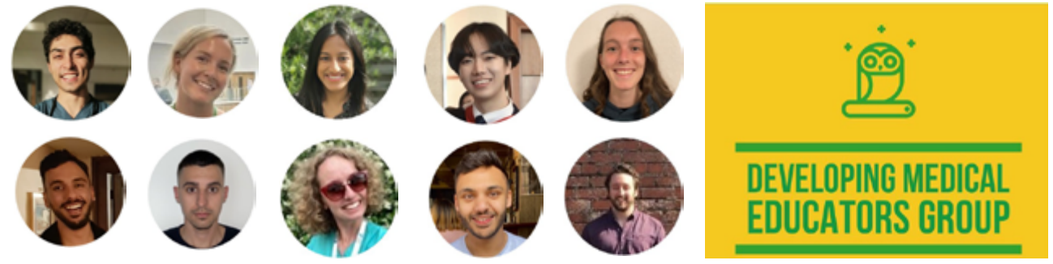
Ethnicity	***2024***	**2023**	***Ethnicity***	***2024***	**2023**	***Ethnicity***	***2024***	**2023**
Not stated	69%	68%	White and Asian/Asian British	1.3%	1.2%	African	<1%	<1%
White English/Welsh/ Scottish/NI/British	14%	16%	Other	1.2%	1.2%	Chinese	<1%	<1%
Indian	5%	5%	Caribbean	1.2%	<1%	White and Black African	<1%	<1%
Arab	3%	2.5	Irish	<1%	<1%	Bangladeshi	<1%	<1%
Pakistani	1.5%	1.5%	Prefer not to say	<1%	<1%	White and Black caribbean	<1%	<1%
Gender	**2024**	**2023**	***Gender***	**2024**	**2023**			
Male	57%	60%	Prefer not to say	2.5%	2%			
Female	38%	35%	Other	2.6%	1%			

The Developing Medical Educators Group

The Developing Medical Educators Group (DMEG) aims to promote the development of early career educators including doctors, medical students, dentists, physician associates and veterinary educators, and to provide support to new educators in gaining recognition by the Academy.

The group is open to all early career educators who are Student, Associate or full Members of AoME.

DMEG is a vibrant interactive community, hosting quarterly seminars and networking events, an annual conference, DMEG Podcasts and workshops. The DMEG Committee chair during the 2023- 24 period was Navneet Kandhari, with the rest of the team as below l to r: Melanie Coulson, Meghna Prabakhar, Jun-Jie Lim, Katie O'Byrne, Raj Khera, Mikey Hannides, Rebecca Murphy Lonergan, Saif Rehman, and Dave Hettle



Approximately 300 educators are currently engaged with DMEG, taking advantage of the many ways there are to get involved and network.

The 2024 online conference *DMEG's changing the MEdscape* featured: keynotes from Dr Chris Jefferies, Chief Operating Officer at Geeky Medics and Professor Chris Roberts, Professor of Medical Educaton, The University of Sheffield, as well as interactive workshops and engaging presentations. A full report of the day can be found here.



All DMEG resources can be found at their linktree https://linktr.ee/DevMedEd, including podcasts, newsletters and the Clinical Teaching Series aimed specifically at those thinking of taking up CTF positions and similar roles.

The *Medical Educatalks* Podcast series features experts and senior figures in medical education sharing their ideas with those earlier in their careers, and the DMEG interviewers have been able to reflect back the experiences of those educators who are learning and teaching in dynamic environments. Podcasts released from October 2023 to September 2024 include:

- Social Accountability in Medical Education - Professor Sonia Kumar, Associate Dean Community Engaged Learning
- DMEG Conference Podcast 2023, with Mr Shakir Mustafa, Consultant Oral & Maxillofacial surgeon & Associate Medical Director for Education at Cwm Taf Morgannwg University Health Board
- Medical Education Roles within the hospital with Dr Philippa Skippage, Director of Clinical Education at Frimley Health Foundation Trust
- Sustainability in Medical Education, with James Lee, medical student.

Plans for the next period include further committee recruitment; expanding on the existing output streams including the CTF series, Teacher's Toolkit and Podcasts (AI literacy & MRCPH, Palliative Care Simulation, VR Simulation, The BSDJ, and Narrative Game based learning are all in the offing); and new outputs including DMEG Masterclasses on Clinical Reasoning, Social Accountability and Reflective Practice, networking events, and involvement with the Journal of the Academy of Medical Educators.

Financial Review

As the Academy's membership has grown steadily over the past eight years we have remained financially stable, recording a modest surplus each year. With more members there has been additional pressure on the small staff team which we have gradually expanded to it's current level. Council has now agreed to a further increase in staffing, and we will begin recruitment of a dedicated finance administrator in 2025. The new website and CRM database should make financial management and the subscription renewal process more efficient, but an individual with specific skills around book-keeping and invoicing will support the existing team and allow them to focus on improving and developing services and resources for members, and the increasing number of applications we are receiving.

A tender process was carried out in 2024 for web services, including a new website, application and assessment portals, and customer relationship management database (CRM). In autumn, after a competitive process the Academy's Council selected the proposal by LightMedia. The Academy staff team, supported by Council has been working with LghtMedia to develop the proposal through documents, workshops and meetings. It is expected that the new system will be ready for testing in late spring/early summer 2025. As detailed in the *Strategy and Future* section, following implementation, over a period of five years we expect to make total savings of more than £60,000.

The 2023/24 accounts show a surplus of £48,319 (2023: surplus of £35,762)

Overall fund balances carried forward stand at £242,081 (2023 £193,762).

The Academy continues to abide by its 2014 resolution to maintain free reserves, (unrestricted funds not including fixed assets,) which amount to at least six months expenditure. Currently the requirement would be for free reserves of £87,912, of which we hold in excess.

Professor Nick Cooper, President, and Professor Jamie Read, Honorary Treasurer.





Statement of Trustees' Responsibilities

The trustees (who are also the directors of Academy of Medical Educators for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

a) select suitable accounting policies and then apply them consistently;

b) make judgements and estimates that are reasonable and prudent;

c) observe the methods and principles in the Charities SORP;

d) state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and

e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity and signed on its behalf:

Approved by the Directors on: 25 April 2025

Signed on their behalf by:

Print name: Julie Browne, Registrar

Independent Examiner's Report

Report to the Trustees of Academy of Medical Educators on the accounts for the year ended 30 September 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Zita Derbak MAAT AATQB
Independent Examiners Ltd
Unit 2, Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

Signed : Zita Derbak

Date : 28.04.2025

Statement of Financial Activities

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	**3a**	-	-	-	30,000
Charitable Activities	**3b**	225,403	-	225,403	223,446
Other Incoming Resources	**3c, 10**	66	20,164	20,230	-
TOTAL INCOMING RESOURCES		**225,469**	**20,164**	**245,633**	**253,446**
RESOURCES EXPENDED					
Costs of Generating Funds					
Raising Funds	**4a**	40,678	-	40,678	9,110
Charitable Activities	**4b, 10**	135,147	21,489	156,636	208,574
TOTAL RESOURCES EXPENDED		**175,825**	**21,489**	**197,314**	**217,684**
NET INCOMING/(OUTGOING) RESOURCES		**49,644**	**(1,325)**	**48,319**	**35,762**
Total Funds Brought Forward		193,762	-	193,762	158,000
Transfer between funds	**10**	(1,325)	1,325	-	-
TOTAL FUNDS CARRIED FORWARD		**242,081**	**0**	**242,081**	**193,762**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 6 to 10 form part of these financial statements.

Balance Sheet

	Note	Unrestricted Funds £	Restricted Funds £	30-Sep-24 Total £	30-Sep-23 Total £
Fixed Assets					
Intangible Assets	**2(a)**	12,250	-	12,250	12,250
Tangible Assets	**2(b)**	344	-	344	687
Current Assets					
Debtors & Prepayments	**6**	182	-	182	182
Cash at Bank and in Hand	**5**	238,083	-	238,083	219,720
Total Current Assets		**238,265**	**-**	**238,265**	**219,902**
Creditors: amounts falling due within one year	**7**	8,778	-	8,778	39,078
NET CURRENT ASSETS		229,487	-	229,487	180,824
TOTAL ASSETS less current liabilities		**242,081**	**-**	**242,081**	**193,762**
NET ASSETS		**242,081**	**-**	**242,081**	**193,762**
Funds of the Charity					
General Funds		242,081	-	242,081	193,762
Restricted Funds	**10**	-	-	-	-
Total Funds		**242,081**	**-**	**242,081**	**193,762**

Directors' Responsibilities:

For the financial year ended 30 September 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibility:

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on: 25 April 2025

Signed on their behalf by : Nick Cooper, President

Trustee

Company number: 5965178



Notes to the Financial Statements

1. ACCOUNTING POLICIES

Company information
The Academy of Medical Educators is a charity limited by guarantee and incorporated in England and Wales. The registered office is Neuadd Meirionnydd, Heath Park, Cardiff, CF14 4YS.

Charity Status
The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Summary of significant accounting policies and key accounting estimates
The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and Charities Act 2011.

Basis of Preparation
Academy of Medical Educators meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern
Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Critical Accounting Estimates and Judgements
In the application of the Charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant and are reviewed on an ongoing basis. Actual results may differ from these estimates.

There are two critical estimates included within the accounts. The first is depreciation and amortisation; the rate of depreciation charged on tangible fixed assets (and amortisation on intangible fixed assets) is based on the estimated useful life of the asset and this is reviewed annually. The other critical estimate is the value of gifts in kind which are estimated based on the cost of acquiring the gift on the open market.

Incoming Resources

Recognition of Incoming Resources
These are included in the Statement of Financial Activities (SOFA) when:
- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure
Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Membership fees
Membership fees are renewable annually and are recognised on a receipts basis.

Grants and Donations
Grant are recognised when receivable, income is carried forward at the year end, as restricted fund, where amounts have not been fully spent in the year.

Notes to the Financial Statements (cont.)

1. ACCOUNTING POLICIES (Continued)
Incoming Resources (continued)

Sponsorship and Other income

Sponsorship and Other income is recognised when it is received.

Gifts in Kind

Where services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements as an estimate based on the value of the contribution to the charity.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Intangible assets

The coat of arms costs are not amortised as these are expected to be of continued long term benefit to the organisation. The website and software costs are stated at cost less amortisation and impairment. Amortisation is provided at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following basis:

Website	33.33% Straight line
Software	33.33% Straight line

Tangible Fixed Assets

Fixed assets are capitalised where the item costs exceed £500. Depreciation is provided to write off the cost of the Fixed Assets over their estimated useful lives at the following annual rates:

Fixtures, fittings and equipment	15% Straight line
Computer equipment & website	33.33% Straight line

Fund accounting

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Cash and Cash Equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

Notes to the Financial Statements (cont.)

2(a). INTANGIBLE FIXED ASSETS

		Website & Software £	Coat of Arms £	**Total 2024** £
Cost	01-Oct-23	121,324	12,250	133,574
Additions		-	-	-
Cost at	30-Sep-24	**121,324**	**12,250**	**133,574**
Amortisation	01-Oct-23	121,324	-	121,324
Charge		-	-	-
Depreciation at	30-Sep-24	**121,324**	**-**	**121,324**
Net Book Value	30-Sep-24	**-**	**12,250**	**12,250**
Net Book Value	30-Sep-23	**-**	**12,250**	**12,250**

2(b). TANGIBLE FIXED ASSETS

		Fixtures,Fittings & Equipment £	Computer Equipment £	**Total 2024** £
Cost	01-Oct-23	2,086	9,624	11,710
Additions		-	-	-
Cost at	30-Sep-24	**2,086**	**9,624**	**11,710**
Depreciation	01-Oct-23	2,086	8,937	11,023
Charge		-	344	344
Depreciation at	30-Sep-24	**2,086**	**9,280**	**11,366**
Net Book Value	30-Sep-24	**-**	**344**	**344**
Net Book Value	30-Sep-23	**-**	**687**	**687**

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	**TOTAL 2024** £	**TOTAL 2023** £
a) Voluntary Income				
Rent and Utilities (Cardiff University)	-	-	-	30,000
	-	**-**	**-**	**30,000**
b) Charitable Activities				
Membership Subscriptions	185,122	-	185,122	161,894
Annual conference and Educational Activities	27,067	-	27,067	61,552
InterPass	13,214	-	13,214	-
	225,403	**-**	**225,403**	**223,446**
c) Other Incoming Resources				
EBMA	-	20,164	20,164	-
Other Income	66	-	66	
	66	**20,164**	**20,230**	**-**

Notes to the Financial Statements (cont.)

4. RESOURCES EXPENDED

		Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Raising Funds					
Advertising & PR		40,678	-	40,678	9,110
		40,678	-	40,678	9,110
b) Charitable Activities					
Staff Costs	**8**	94,535	-	94,535	146,740
Office running costs		5,891	-	5,891	6,958
Other events		3,855	-	3,855	132
Rent	**10**	-	-	-	30,000
Depreciation & amortisation		344	-	344	344
Database		12,690	-	12,690	8,232
Sundry expenses		1,514	-	1,514	538
Bank charges		2,157	-	2,157	2,796
Marketing and publicity		9,858	-	9,858	10631.9
Meeting costs		2,842	-	2,842	1044
Accountancy Fees		1,164	-	1,164	1110
EBMA expenses		-	21,489	21,489	-
DMEG costs		249	-	249	-
Legal and professional fees		48	-	48	48
		135,147	**21,489**	**156,636**	**208,574**

5. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-24 £	Total 30-Sep-23 £
Cash at Bank	238,083	-	238,083	219,720
	238,083	**-**	**238,083**	**219,720**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-24 £	Total 30-Sep-23 £
Debtors	182	-	182	182
	182	**-**	**182**	**182**

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 30-Sep-24 £	Total 30-Sep-23 £
Trade Creditors	7,614	-	7,614	37,968
Independent Examination	1,164	-	1,164	1,110
	8,778	**-**	**8,778**	**39,078**

Notes to the Financial Statements (cont.)

8. STAFF COSTS AND NUMBERS

	2024 TOTAL £	2023 TOTAL £
Gross Wages and Salaries	94,535	146,740
	94,535	**146,740**

The average number of staff employed by the organisation for the period was nil (2023: nil). Staff are employed by the University of Cardiff and costs are re-charged to the charity. One staff member carries out activities in furtherance of the charity's object (2023: 1). No employee received remuneration in excess of £60,000 (2023: None).

9. DIRECTORS AND OTHER RELATED PARTIES

Six trustees were reimbursed for their out-of-pocket travel cost in the year in the value of £738.
Key management personnel are deemed to be the Trustees as they oversee the management of the charity. No key management personnel were remunerated in the year to September 2024 (2023: None).

10. RESTRICTED FUND

	Balance at 01.10.23 £	Income £	Expenditure £	Transfer £	Balance at 30.09.24 £
EBMA	-	20,164	(21,489)	1,325	-
	-	**20,164**	**(21,489)**	**1,325**	**-**

11. GIFTS IN KIND

An estimate of the support in kind, based on the value of the contribution to the charity, has been included as a donation and a cost, at amounts summarised below:

	2024 £	2023 £
Rent and utilities (Cardiff University)	30,000	30,000
	30,000	**30,000**

12. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

13. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

14. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.



AoME

ACADEMY OF MEDICAL EDUCATORS

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

ACADEMY OF MEDICAL EDUCATORS

England & Wales - Charity number 1128988

Accounts

The Academy of Medical Educators

Annual Report

for the year ended 30 September 2023



Trustees' report and unaudited financial statements

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

Company Number 05965178;
Registered Charity Number 1128988

Company Secretary: J Browne

Registered Office:
Academy of Medical Educators,
Neuadd Meirionnydd,
Heath Park,
Cardiff CF14 4YS

Independent Examiners:
Independent Examiners Ltd
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The Broadbridge Business Centre,
Delling Lane, Bosham. PO18 8NF

Bankers:
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Juxon House
98 St Paul's Churchyard
London EC4M 8BU

Annual Report for the year ended 30 September 2023

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The Council of the Academy of Medical Educators



Professor Nick Cooper is Medical Director, Physician Associate Studies, Peninsula Medical School and Director PA Schools Council. Nick has been the Academy's President since April 2023.
A; Edu; ED; M; Po; PS; Att 8/9



Lynne Allery is Reader in Medical Education, and Programme Director for the MSc in Medical Education, at Cardiff University.
M; Att 2/4



Professor Paul Baker is Deputy Postgraduate Dean HEE NW. Paul chairs the Specialised FP sub-committee for UKFPO. Paul was re-elected to Council in April 2023.
Att 2/4



Julie Browne is a Reader in Medical Education at Cardiff University, and has been the Academy's Registrar since April 2023.
Edu; ED; M; Po; PS; Att 7/9



Professor Aidan Byrne is a retired Consultant Anaesthetist, currently Professor and Quality Lead at Swansea University School of Medicine. He leads on the accreditation of courses for the Academy.
A; M; Po; Att 2/4



Dr Jennifer Conlan is Assistant Professor in Clinical Medical Education in the School of Medicine, Trinity College Dublin. Jennifer was elected to Council in April 2023
Att 1/3



Professor Alan Denison is Dean of Postgraduate Medicine, NHS Education for Scotland. He is chair of the Professional Standards Committee.
A; Po; PS; Att 4/9



Professor Louise Dubras is Foundation Dean of the School of Medicine, Ulster University.
A; Edu; ED; Po; att 3/4



Dr Lisa-Jayne Edwards is a GP trainee based in Oxford. She leads the Developing Medical Educators' Group.
D; Att 3/4



Dr Mohamed Elhassan Abdalla Elsayed is Associate Professor of Medical Education at the School of Medicine, University of Limerick.
Edu; Att 2/4



Dr James Fisher is a Lecturer at the University of Surrey, and an Occupational Health Physician. He is co-chair of the Membership Committee. James was re-elected to Council in April 2023.
D; Edu; Att 5/6



Professor Jacky Hayden CBE was President of the Academy until April 2023. She holds several non-executive roles associated with the NHS and medical education.
Edu; ED; M; Po; PS; Att 9/9



Dr Anna Jones is Faculty Development Lead for the MBBS at GKT School of Medical Education, King's College London and teaches the Masters of Clinical Education.
Att 1/4



Dr Ratna Makker is an anaesthetist, and a simulation educator**.**
Edu; ***Att 0/4***

The Academy is a registered charity in the UK and a company limited by guarantee. Council members are trustees and company directors. They usually serve a term of three years. Elections to Council take place in autumn. Being a Members or Fellow in good standing is the only requirement for standing for election. We are keen that Council represents our entire diverse membership and encourage individuals at all career stages, from all professions and every background to consider getting involved.



Professor Colin Macdougall is Associate Dean, Medical Education, at Warwick Medical School. He is an elected member of the BMA's MASC and executive. Colin was elected to Council in April 2023.
Att 3/3



Dr Russell Peek is a Paediatrician in Gloucestershire and Founding Phase 2 Lead at the Three Counties Medical School.
A; M; Att 2/4



Dr Jim Price is a clinical academic (GP) at Brighton & Sussex Medical School and Programme Director for Postgraduate Courses in Medical & Clinical Education.
A; Edu; Att 3/4



Professor James Read has been the Academy's Honorary Treasurer since April 2023. He is Dean of Medical Education and Director of the Centre for Medical Education at Cardiff University. James was re-elected to Council in April 2023
Edu; ED; PS; Po; Att 6/9



Dr Katy Stevenson is a GP Trainee at the University Hospitals Plymouth NHS Trust and previously Clinical Lecturer at The University of Plymouth.
D; Edu; Att 2/4



Dr Claire Stocker is Phase 1 Lead for Aston Medical School MBCHB, Senior Lecturer and Hon. Reader for Uni of Buckingham. She is chair of the Education Committee. Re-elected to Council in April 2023
A; Edu; Att 4/9



Professor Harish Thampy is a clinical academic working as a GP alongside his role as Professor of Medical Education at the University of Manchester.
Edu; Att 2/4



Dr Philip Xiu is a GP Trainer working in Yorkshire and a Medical School examiner at University of Leeds. He is co-chair of the Membership Committee. Philip was elected to Council in April 2023
A; EDI; Edu; M; Att 5/6



Professor David Croisdale-Appleby is the lay-representative on Council. David's extensive experience and expertise in medical education is invaluable to the Academy.
Att 3/4

Dr James Ashcroft, Professor Andrew Grant, Dr Melvyn Jones and Professor Liz Mossop stood down as Council members in April 2023. **Professor Andrew Smith** stood down as a Council member in August 2023. The Academy thanks them for their service.

Council members take roles on standing committees and working groups:
A = Assessor; D = Developing Medical Educators; Edu = Education; EDI = Equality, Diversity and Inclusion; M = Membership; PS = Professional Standards; Po = Policy; Att = number of Council and Executive meetings, including strategy day, attended

You can find out more about the work done in all of these areas later in the report.

Trustees' report

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the Academy of Medical Educators for the year ended 30 September 2023. The financial statements have been prepared in accordance with the accounting policies set out on pages 15 and 16, and comply with the applicable law, the Memorandum and Articles of Association, and the requirements of the Charities SORP (Financial Reporting Standard (FRS) 102).

Objects and activities
Under its Articles of Association, the objects for which the Academy is established are the advancement of medical education for the public benefit in particular by:

a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.

The Academy of Medical Educators is a professional organisation, working nationally and internationally, for all those involved in medical education – the education and training of students and practitioners in medicine including physician associates, dentistry, and veterinary surgery. It aims to provide leadership, promote standards and support all those involved in the academic discipline of medical education. Through its *Professional Standards*, which serve as a guide to curriculum development, the Academy provides a recognised framework so that those in education can demonstrate expertise and achievements in medical education through accreditation as a medical teacher to an agreed national standard.

Public benefit statement
The Council, comprising the Trustees of the Academy, has referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives and in planning the Academy's future activities. In particular, the Council considers how planned activities will contribute to the aims and objectives it has set.

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Commission, including the guidance *Public benefit: Running a charity (PB2)* in exercising their powers and duties.

The Academy is founded on the recognition that the development and improvement of the training of medical practitioners will be to the benefit of the health of the general public. The Academy's activities in furtherance of the objects defined above directly address the maintenance and improvement of standards of medical training and practice, to the direct benefit of patients.

The Academy's activities are open to all who are able to benefit from them. Special rates are offered to students. Council does not consider there to be detriment from its activities or work.

The British Student Doctor Journal (BSDJ) is a Cardiff University Press Journal publishing high quality research and championing the academic work of medical students and junior doctors.

Founded by two Cardiff University medical students in 2016, the BSDJ provides a free-to-access opportunity for medical students and junior clinicians to gain experience in academic publishing. The BSDJ is the official journal of the Academy of Medical Educators.

The BSDJ seeks to publish a range of medical and surgical research, and articles of interest and educational benefit to junior clinicians.. Journal Acceptance Rate: 44%

The Academy would like to extend its heartfelt gratitude to **Cardiff University** for its enduring support.

Structure and governance

Background

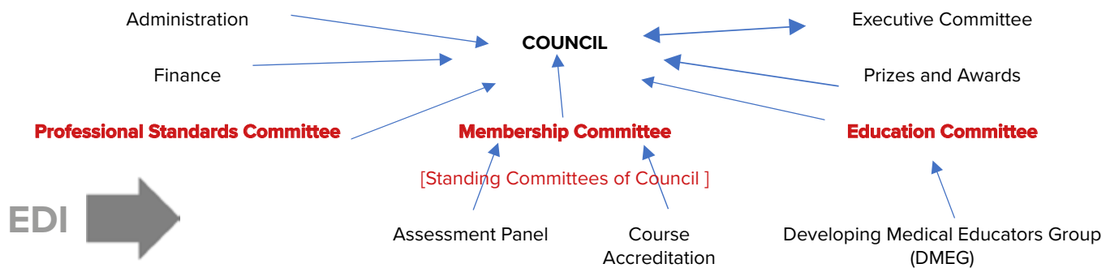
The Academy of Medical Educators was instigated at an informal meeting of interested medical educators and leaders held at the Royal College of Physicians in January 2006. It was then founded in October 2006 as the professional standard setting body for medical educators in the United Kingdom, becoming incorporated as a company limited by guarantee under the Companies Act 1985 on 12 October 2006. Formal elections were held in October 2007 and in December 2007 the first President, Professor John Bligh was elected for three years. The Academy was registered as a charity with the Charity Commission for England on 2 April 2009.

Leadership

The Academy is run by a Council of Trustees who are also the Directors of the Company. Members of Council are elected by the members of the Academy, with additional members who may be appointed by Council. From April 2023 Council comprised 23 elected members, including the President. Honorary Officers and chairs of committees and working groups were elected by Council drawn from their number. The Honorary Officers and Council set the strategic direction of the Academy. An Executive Committee (comprising the President, Honorary Officers, chairs of standing committees, and Executive Director) is responsible for overseeing the financial and administrative management of the Academy. Three full Council meetings, a Council Strategy Day, and six Executive meetings were held during 2022/23.

In the elections in November 2022, confirmed at the AGM in April 2023, Paul Baker, Jennifer Conlan, James Read, Claire Stocker and Philip Xiu were elected for three years from that date. David Croisdale-Appleby remains the lay member on Council.

The Academy's Activities are led by Council and the Standing Committees and working groups that report to Council.



The Staff Team



Executive Director, Tony Carlisle
Tony is full time. He leads the team and is responsible for strategy, Council liasion, governance and development.



Events and Finance Manager, Jodie Burnett-Wren
Jodie works 0.8TF. She maintains financial records and is the central contact for all subscription queries, as well as leading on conference planning and logistics.



Membership Officer, Paul Yeboah-Afari
Paul works 0.8FT. He manages the Membership and Fellowship application and assessment processes and is responsible for accredited course administration.

The team is accommodated within the Centre for Medical Education at Cardiff University, but all team members practice blended working, and, as the needs of the Academy occur frequently outside the standard working day, their flexible approach is appreciated.

Strategy and future

The Academy's Council held its annual Strategy Day in February 2023. Using the agreed strategic framework below Council discussed how to make progress against our objectives using the resources available, including the Academy's finances, our staff team, our Council and other specific groups of members, and our membership as a whole.

<table>
<tr><td colspan="5">Three charitable aims of the Academy:
a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.</td></tr>
<tr><td colspan="5">Through engagement with the medical education community we will pursue our aims. In doing so we will pursue an active policy of equality, diversity and inclusion</td></tr>
<tr><td rowspan="4">• To increase and develop an inclusive membership</td><td rowspan="4">• To maintain and develop financial stability</td><td rowspan="4">• To increase and utilise influence</td><td>Through good governance and effective administration</td><td>Activity
• Policies
• AGM
• Budget
• Staffing
• Diversity</td></tr>
<tr><td>Through the Professional Standards for Medical Educators</td><td>Activity
• Principal Fellowship
• Review
• Influence
• Reach
• Non-member/partner engagement</td></tr>
<tr><td>Through a rigorous and effective recognition scheme and relevant member services</td><td>Activity
• Assessment
• Early/developing Careers
• Member Engagement
• Prizes and Awards
• Course accreditation</td></tr>
<tr><td>Through the provision of valuable, relevant, Education and Professional Development resources</td><td>Activity
• Conference and Events
• Online programme
• Publications
• RTE/Member to Fellow to Principal Fellow resources</td></tr>
</table>

Council agreed the priorities below and looked at ways in which they could be achieved:

- Increasing and developing an inclusive membership through promotion of the *Standards,* to all relevant groups at all levels
- Embracing other professions
- Maintaining rigorous, fair and relevant application and assessment processes
- Engaging with medical schools to support people to join AoME; supporting new medical schools
- Promotion of membership through wide ranging and relevant communication and enagagement
- Encouraging Corporate Membership of the Academy
- Ensuring our conferences, events and other educational activity is relevant, high quality and provides the opportunities educators are seeking
- Providing support to our existing Members and Fellows through services and resources
- Maintaining and developing the Academy's financial stability, while ensuring good value for members
- Increasing and utilising the Academy's reach and influence through existing and new partnerships and contacts.

Professional Standards

The Academy recognises that medical education is distinct from teaching in higher education in general because of the central place that patient care occupies not only in teaching and learning but also in assessment and feedback, and in quality assurance.

The Academy's *Professional Standards* Framework makes explicit the values, skills, knowledge, and practical capabilities required of those engaged in medical education. and has been developed in wide consultation with the international community of professional medical educators.

The *Standards* framework is outcome-based and generic in nature. The *Standards* are designed to be inclusive, empowering, and relevant to all clinical and non-clinical medical, dental & veterinary educators, irrespective of role.

The *Standards* have been adopted by the General Medical Council (GMC) to set expectations of all medical trainers holding recognised positions. The current edition has built on the first and second editions, using the strong evidence base of AoME's four core values and five domains; it includes an additional fourth level to reflect the growing number of senior educators who hold educational leadership positions, influencing the education of health and social care practitioners as well as veterinary surgeons. The *Standards* were developed after wide consultation across AoME's membership and with key strategic organisations and individuals responsible for the education of doctors, dentists, veterinary surgeons, and physician associates. The Academy is confident that these *Standards* represent an authoritative consensus statement on the values, knowledge and behaviours that can be expected of a medical educator.

The Academy uses the *Standards* to assess applications for Membership, Fellowship and Principal Fellowship. As detailed in the *Membership and Assessment* section of this report (page 8) currently 1420 educators can say that they have achieved recognition of their skills and experience in education by measuring themselves against our *Standards* and joining the Academy. The *Standards* can also be used in job planning, appraisal, and as a framework for professional development. The *Professional Standards for Medical Educators* is publicly available on our website. The Academy pursues an active strategy of promoting the Standards at conferences and events and through targeted communications with relevant bodies and individuals.

An initial pilot for the award of Principal Fellowship will take place in 2024. Principal Fellowship will recognise and support those who hold, or aspire to hold, educational leadership positions.

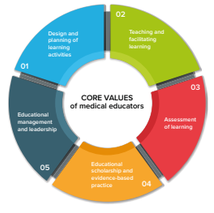
Membership and Fellowship – HESA recognition guidance

It may be helpful for members and others working in higher education to note our statement on recognition against the *Professional Standards* by the Higher Education Statistics Agency (HESA), and equivalence with AdvanceHE,

> "The Academy of Medical Educators (AoME) is the multiprofessional organisation for those involved in the education and training of students and practitioners in medicine, dentistry and veterinary surgery. The AoME has developed a set of *Professional Standards*[1] which are an explicit statement of the values, skills, knowledge and practical capabilities required of those engaged in medical education. Individuals can seek assessment and recognition of their teaching practice against the standards at Membership and Fellowship level to gain the MAcadMEd or FAcadMEd postnominal. Assessment is a formal, peer reviewed process overseen by an embedded governance structure within the Academy.



HEI's are required by HESA to collect and submit data relating to the academic teaching qualifications of academic staff. To assist HEIs in submitting data relating to the AoME accreditation scheme, colleagues with confirmed MAcadMEd or FAcadMEd status should be submitted under the 08 code – "accredited as a teacher of their subject by a professional UK body"[2]. This entry is of equivalent status to holding a PGCHE or AdvanceHE recognition, negating the need for these qualifications in addition to AoME recognition for the purposes of HESA returns. "



[1] See https://www.medicaleducators.org/Professional-Standards

[2] See https://www.hesa.ac.uk/collection/c19025/a/actchqual

Membership and assessment

During the period 2022 - 2023 the Academy's membership exceeded 1400 Members and Fellows in good standing.

New Applications 1 October 2022 to 30 September 2023

Membership Category	Application approved	Subscription remaining unpaid
Associate Member	32	13 (46%)
Student Member	3	0
Member	265	10 (4%)
Fellow	23	1 (4%)
Total all categories	323	24% (7%)

Renewal rates 1 October 2022 to 30 September 2023

Membership Category	Subscriptions due for renewal	Subscriptions renewed
Associate Member	54	40 (74%)
Student Member	3	2 (67%)
Member	798	704 (88%)
Fellow	266	245 (88%)
Total all categories	1121	991 (88%)
All categories, previously lapsed, and newly admitted members in good standing		1420 (143%)

These figures represent an annual growth rate of approximately 13%. Over 68% of members pay their subscription by standing order or direct debit. As ever the response to subscription reminders from those who do not have direct debit or standing order mandates is also very good.

Following Professor Nick Cooper's election to the Presidency in April 2023, the vacancy Nick left as Lead Assessor was filled by Professor John Sandars. In consultation with the Academy's leadership and the Assessment Panel John initiated a new separate meeting structure for Membership and Fellowship assessors to improve benchmarking and provide opportunities to discuss ideas and issues. One of the main reasons that Fellowship applications are rejected initially is that applicants have used the single route application rather than addressing all five domains. A small team within the Assessment Panel now reviews all single domain applications and provides advice and feedback to applicants needing to resubmit.

In January 2023 the following were active assessors:

Mohamed Abdallah, Muhammad Ali, Natasha Archer, David Beaumont, Charles Alexis Bouvier, Aaron Braddy-Green, Brian Carlin, Paul Crampton, Deborah Douglas, Louise Dubras, Richard Hays, Mary Higgins, Kartik Iyengar, Mahzuz Karim, Mohamed Abdallah Khamees, Zahid Khan, Mohammed Ismail Khan, Hiro Khoshnaw, Anish Kotecha, Shujing Jane Lim, Adam Livingston, Mohamed Mortagy, Robert Namushi, Russell Peek, Jim Price, Shuaib Ahmed Quraishi, Aylur Rajasri, Amtul Sami, John Sandars, Pathiyil Ravi Shankar, Claire Stocker, Gareth Thomas, Michael Vassallo.

Accreditation and *AccreditationPlus*

The *AccreditationPlus* scheme was launched in October 2022. *AccreditationPlus* recognises that candidates are engaged in becoming professional medical educators through completing a high quality medical educational course that has assured that they have developed both a high level of medical educational scholarship / practice and that they have committed to promoting the aims of the Academy. Specifically, it recognises that the reflective work completed as part of the course is equivalent to the 500-word reflective statement that is required of all applicants for Membership and Fellowship of the Academy of Medical Educators. Graduates of *AccreditationPlus* programmes are entitled to Membership of the Academy as soon as they complete the registration process and without any further assessment.

Accreditation recognises that candidates are engaged in becoming professional medical educators and that their course has ensured that they have developed appropriate medical educational scholarship / practice and are committed to promoting the aims of the Academy. Graduates of programmes holding Accreditation are entitled to a simpler application process for membership with just a 500-word refection and contact details of a referee.

The full guidance for accreditation is available on our website. The launch was phased, with existing courses being supported through the transition to AccreditationPlus. 23 courses are now accredited at AccreditationPlus level

Application through the accredited course scheme remains the most popular route to MAcadMEd. Of the total Membership Applications in the period over 90% were through the accredited course route.

The team responsible for assessing applications for course accreditation is Professor Aidan Byrne and Professor Jim Price.

Equity, diversity and inclusion

In December 2022 the Academy held an Equity, Diversity and Inclusivity focus group. Members and Fellows with an interest in the area were invited, and participants learned more about the Academy and our efforts to date to ensure equity of access to our services and to be inclusive to members from all relevant backgrounds. The focus group shared their own experiences from within the sector and made a number of helpful observations and suggestions.

Most of the focus group attendees have gone on to form an EDI committee, which has provided insight and advice throughout the period. Significantly they felt that a stand-alone committee was not, by itself, the most effective way to make positive changes at the Academy, and proposed representation on each and every other committee and working group. Council and group leaders agreed enthusiastically with this approach. We are in the process of assigning EDI committee members across the rest of our organisational structure.

Progress towards a more equitable and inclusive Academy

For the second year those wishing to stand for election to Council have not needed a proposer or seconder. We believe this has removed barriers that some, particularly early career, and professionally or geographically isolated members, might encounter. The EDI committee has been discussing ways to encourage a higher voter turn-out across the Academy, including using our conference as a platform.

The publication of our Public Professional Register can help members and potential members to identify colleagues in their area and lead to the formation of local support networks.

As reported, the Academy's AGM approved changes to our Articles of Association around gender neutral language and equal levels of communication for all members, regardless of location.

As the statistics below demonstrate fewer women join the Academy than men, despite being a much more significant proportion of the workforce. The EDI committee is looking at ways to encourage women to apply. For International Women's Day we reminded you of the inspirational women in education the Academy has honoured.

Through listening to what members want Our *Insights* series featured webinars on *Neurodiversity* and *Reverse mentoring for Race*. We are planning further events in response to members' feedback.

Statistics

Members can edit their personal details, including their protected characteristics from the "My Details" tab in the members' area of the website. The charts below show the information we hold on gender and ethnicity, with a comparison to the previous year. This information is only ever used in an aggregated form as below.

Ethnicity	***Total***	**2022**	***Ethnicity***	***Total***	**2022**	***Ethnicity***	***Total***	**2022**
Not stated	846 (68%)	902 (72%)	White and Asian/Asian	16 (1.2%)	16 (1.3%)	African	7 (<1%)	6 (<1%)
White English/Welsh/ Scottish/NI/British	204 (16%)	183 (15%)	Other	16 (1.2%)	16 (1.3%)	Chinese	3 (<1%)	3 (<1%)
Indian	62 (5%)	58 (5%)	Caribbean	12 (1%)	11 (<1%)	White and Black African	3 (<1%)	3 (<1%)
Arab	31 (2.5%)	26 (2%)	Irish	8 (<1%)	9 (<1%)	Bangladeshi	5 (<1%)	2 (<1%)
Pakistani	20 (1.5%)	18 (1.5%)	Prefer not to say	8 (<1%)	9 (<1%)	White and Black caribbean	1 (<1%)	1 (<1%)
Gender	***%***		***Gender***	***%***				
Male	60%	62%	Prefer not to say	2%	2%			
Female	35%	34%	Other	2%	1%			

The Academy of Medical Educators' Year October 2022 to September 2023

The Academy's activities throughout the year are steered by the Committees and working groups described on page 5 and we are immensely grateful to the Chairs and leaders of these groups for their hard work and dedication. There is much crossover and co-operation between committees as they strive to fulfil the Academy's strategic objectives.

Working with our partners



In the run up to International Women's Day, 8 March 2023, in collaboration with ASME, we published a feature on all the women who have been awarded an Honorary Fellowship or President's medal by the Academy. Click on the cover to see the full booklet for an incredibly impressive record of knowledge and achievement in medical education.

The Academy continues to be represented on the organising committee for the Developing Excellence in Medical Education Conference, taking place in Manchester on 5 and 6 December 2023. The programme is mapped against the Academy's *Professional Standards* for Medical Educators. The Academy has an information stand at the event and the final session of the first day is, as has become tradition, our annual Calman Lecture and awards ceremony. The 2023 Calman Lecturer is Professor Kamila Hawthorne MBE, Chair of RCGP Council.

The Academy is always delighted to be invited to attend the *Sharing Training Excellence in Multi-professional Education (STEME)* Conference, organised by Health Education and Improvement Wales (HEIW). The 2023 event took place on 23 March at the Liberty Stadium in Swansea.

On 24 May 2023 President Nick Cooper attended the Worshipful Society of Apothecaries of London's Galen dinner, at Apothecaries' Hall.

The Academy was represented at the ASME Annual Scholarship Meeting *Developing a Diverse Workforce* 12- 14 July 2023, at the Eastside Rooms in Birmingham. As well as our information stand, the annual AoME at ASME workshop was delivered by members of our Developing Medical Educators Group (DMEG), Dr Lisa-Jayne Edwards and Dr David Hettle: *A Review of Entry-Level Medical Education Roles (ELMERs) in the United Kingdom*.

During 2023 the Academy was approached by Cardiff University and the European Board of Medical Educators. The University has agreed to host EBMA upon its exit from Maastricht University. As the Academy has expertise and experience of setting up and managing a charitable company in the UK we were asked to take on the administration of EBMA. This will mean some changes for the Academy Team, including additional staff resources and funding from EBMA. In summer 2023 an additional temporary member of staff was recruited and this role, working across the Academy and EBMA will be made permanent in early 2024.

The Academy began working with Cardiff University and Kaplan Assessments to plan the Cardiff Inter-Professional Assessment Summer School (InterPASS). This will take place at the Centre for Student Life, Cardiff University, UK on 1-2 July 2024. We are delighted that the event is also supported by the expertise of EBMA.

From 26 – 30 August the Academy attended the AMEE conference *Inclusive Learning Environments to Transform the Future* at the Scottish Exhibition Centre in Glasgow Glasgow. This was an excellent opportunity to engage with an international audience and share our values and *Standards*.

At the invitation of our 2023 conference partners *The International Network for Health Workforce Education* (INHWE), Academy representatives attended a digital skills conference in Athens, Greece, addressing critical challenges facing healthcare systems in Europe, particularly in the context of rapid digital transformation.

Supporting our colleagues to gain recognition

On 24 November 2022 Members of the Assessment team and Membership Committee hosted a Special Interest Group session for leaders of the courses the Academy accredits, to answer any remaining questions about the *Accreditation-Plus* scheme and discuss support for teachers and learners.

The Education and Membership Committees worked together to offer two workshops for Members of the Academy considering applying for Fellowship. These took place on 29 November and 6 December. Participants were provided with a useful handbook and the slides from the event to help them make their applications.

In March 2023 the Academy launched its Public Professional Register, a searchable list of all our Members and Fellows in good standing. The publication of the list has been welcomed by members who agree it is the clearest possible way of asserting that:

- Medical education is a profession in its own right;
- Medical educators hold themselves accountable to the public and to the students and patients they serve;
- The Academy's Professional Standards, to which our Members and Fellows hold themselves accountable for their values, conduct, skills and professional development, are the standard of excellence within the profession of medical education.

In May 2023 the Academy responded to the UK government's consultation *Regulating anaesthesia associates and physician associates.* It is important that the Academy is invited by goverment and regulators to contribute to discussions where they are relevant to educators, and this is another function of our Council, who may also call on expertise from other individual members.

In July 2023 we published our response to the NHS Long Term Workforce plan

In June 2023 we launched a needs analysis survey, inviting members and partners to have their say on the resources and activities the Academy could be providing. The Academy was delighted to welcome Anaxia Uthayakumar, a Cardiff University student who successfully applied to work with the Academy though the Cardiff Futures summer internship programme. Anaxia's report on the results of the survey identifies needs in a number of key area including providing resources to support excellence in teaching, supervision, aspects of leadership, personal development/scholarship output and developing confidence. The Education Committee will be working with Council to take forward a number of these projects.

Annual General Meeting 2023

The AGM took place on 27 April and was attended by 65 Members and Fellows. The President, Professor Jacky Hayden was in the chair. Those present received an update on activities and highlights from the previous annual report. The statement of accounts was formally adopted by the members, who also gave formal confirmation of the election of new members of Council.



Changes in roles were announced: the President and the acting Honorary Treasurer thanked former Treasurer Professor Andrew Grant on behalf of the Academy for his hard work over the last six years steering the Academy on a steady course financially. Jamie Read took on his new role as Honorary Treasurer, and Julie Browne hers as Registrar of the Academy. James Fisher and Philip Xiu becoming co-chairs of the Membership Committee and John Sandars taking over from Nick Cooper as Lead Assessor. At the end of the meeting Jacky Hayden handed over the Presidency to Nick Cooper.

Under special business a motion to make changes to the Memorandum of Association and Standing Orders was carried. 96% of attending members accepted the motion with 4% abstaining. The changes related to accessibility and communications as well as the removal of gendered language.



Immediately following the Annual General Meeting Professor Paul Baker was awarded the President's Silver Medal in recognition of his achievements in medical education.

Educational Activity

The Education Committee, chaired by Dr Claire Stocker, is responsible for conferences, webinars and other educational activity. The Academy's output from October 2022 to September 2023 included.

13 December 2022 – *The Future of Dental Education*. Part of our *Insights* series. Professor Alison Bullock chaired a panel of key policymakers, researchers and stakeholders sharing lessons relevant to educators across healthcare.

On 14 December the annual Calman Lecture was delivered by Barry Quinn, Chair in Restorative Dentistry and Dental Education at the University of Liverpool. His lecture was titled *Haptically enabled virtual reality simulation: Is this the future for surgical skills training?*

The next *Insights* event *Embracing Neurodiversity in our Healthcare Educators* took place on 29 March 2023.

On 23 May 2023, Professor Adrian Freeman chaired a panel of experts to deliver the *Insights* webinar *The Changing Face of Assessment.*

Our *Insights* webinar on 13 June was *How to Develop Reflective Practice* chaired by Professor John Sandars.

And on 18 July the last *Insights* event before the summer break was *Reverse Mentoring on Race,* delivered by Mousindha Arjunan and Alice Pullinger.

AoME *Insights* is a series of webinars, workshops and panel discussions addressing topics of interest to our members and the wider medical and healthcare education community. Further information and, in many cases, recordings of the webinars can be found on our website.

Annual Conference

The Academy's 2023 conference *Learning Together for Clinical Excellence* was held in collaboration with the *International Network for Health Workforce Educators (*INHWE). The international and interprofessional focus INHWE brought to the event enriched the experience for the Academy and it was a pleasure to collaborate with our new friends and partners.

The venue was the Centre for Student Life, Cardiff University. The programme offered a wide range of posters, short presentations, workshops and keynote talks, as well as plenty of time for networking and visiting the exhibition stands.

Our keynote talks were delivered by (l-r): Professor Debra Humphris, Vice Chancellor University of Brighton; Professor Elizabeth Johnson (for INHWE), Dean of the School of Medicine, European University Cyprus; Professor Josie Fraser (for INHWE), Deputy Vice Chancellor, The Open University; Professor Jacky Hayden, Academy of Medical Educators; and Professor Philip Begg Programme Director, MSc Physician Associate Practice, Aston University. Our special guest speaker was Eluned Morgan, Welsh Minister for Health and Social Services.










The President and Registrar were delighted to award Honorary Fellowships to Professor Alison Bullock and Professor Kay Mohanna, as well as presenting certificates to a number of Fellows, Members, Associate Members and Students attending the event.

The Academy's 2024 conference *Science and Technology in Healthcare Practice: Futures in Medical Education* will take place at Aston University, Birmingham on 12 and 13 November. Click here for further information and to submit an abstract.



Developing medical educators

The Developing Medical Educators Group (DMEG) aims to promote the development of early career educators including doctors, medical students, dentists, physician associates and veterinary educators, and to provide support to new educators in gaining recognition by the Academy.

The group is open to all early career educators who are Student, Associate or Full Members of AoME. Full information about joining the Academy can be found on the website.

DMEG is a vibrant interactive community, hosting quarterly seminars and networking events, an annual conference, DMEG Podcasts and workshops.

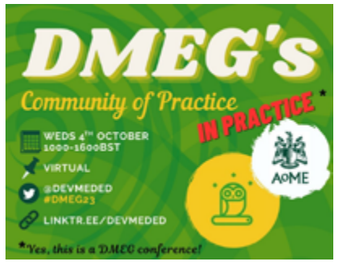


Dr Lisa-Jayne Edwards has led the DMEG committee since 2022.
Committee members during the period October 2022 to September 2023 were: Jenny Gilson, Anna Harvey, Lewis Hendon John, David Hettle, Navneet Kandhari, Sunmeet Kandhari, Roisin McCormack, India Merrony, Meghna Prabhakar, and Jenny Routh.

Following the success of the 2022 event DMEG hosted its second online conference *DMEG's Community of Practice IN PRACTICE* on 4 October 2023. The event gave an opportunity to educators early in their careers to showcase their work, and inspiring keynote talks came from Dr Philip Xiu and Dr Linda Prescott-Clements, with a special podcast interviewee Mr Shakir Mustafa (l-r).







DMEG's *Medical Educatalks* Podcast series features experts and senior figures in medical education sharing their ideas with those earlier in their careers, and the DMEG interviewers have been able to reflect back the experiences of those educators who are learning and teaching in dynamic environments. Dr Lewis Hendon-John leads on the Educatalks series
Podcasts released from October 2022 to September 2023 include:



- *Anti-racist practice in Medical Education* - Dr Gaurish Chawla, senior lecturer at Brighton & Sussex Medical School, discusses anti-racist practice in medical education
- *Med Ed Cafe: The Year Ahead* - Committee members Cara, Jamie, Lewis and LJ reflect on their achievements during 2022 and look ahead to DMEG activities in 2023
- *Simulation in Medical Education* - in conversation with Andy Buttery, Regional Simulation and Human Factors Project Lead, to discuss simulation in medical education.
- *Social Accountability in Medical Education* - with Professor Sonia Kumar, Associate Dean Community Engaged Learning
- *Med Ed Cafe: Our Conference Workshop* - committee members LJ & Cara reflect on their workshop at the Academy of Medical Educators Conference in June in 2023



Click on the logo to access podcasts.

Financial review

The Academy's primary source of income is membership subscriptions and as such it must ensure that these represent value to Members and Fellows but also allow it to develop services and resources. Conferences and events are a smaller yet significant source of income, but again we seek to ensure that our members can benefit from these at as low a cost as possible.

Delivering online resources enables us to make savings and the Academy's policy in recent years has been to hold the vast majority of meetings on online platforms. As education budgets are stretched this has appeared to suit our members and has also had the effect of improving attendance at the relatively few face-to-face events we hold.

As a result of our agreement with the EBMA (see page 10) we have been able to invest in further staff resources without significant additional expenditure. In 2023 the Academy's Council agreed to invest in improvements to our web services, including a new website and customer relationship management database (CRM). Proposals for the new services are being requested from appropriate service providers in early 2024. While we currently use third party abstract submission portals, event registration systems and election software, the new system could bring some or all of these in-house. This, combined with savings in efficiency and improved subscription renewal systems means savings of over £50,000 are possible over the next five years.

It is hoped the new system will offer additional benefits to members around access to resources, membership record management and event attendance and CPD recording, as well as improved communications channels, a wider reach and enhanced reputation.

In implementing the new systems we will seek advice and feedback from relevant groups within the Academy.

The 2022/23 accounts show a surplus of £35,762 (2022: surplus of £32,311)

Overall fund balances carried forward stand at £193,762 (2022 £158,000).

As agreed in 2014, free reserves, (unrestricted funds in excess of amounts invested in fixed assets,) should be held which amount to at least six months expenditure. On this basis there is a requirement for free reserves of £108,196.



Professor Nick Cooper FACadMEd,
President



Professor Jamie Read MAcadMED,
Honorary Treasurer

Statement of trustees' responsibilities

The Trustees (who are also Directors of The Academy of Medical Educators for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

a) select suitable accounting policies and then apply them consistently;

b) make judgements and estimates that are reasonable and prudent;

c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;

d) state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the year ended 30th September 2023, and confirm that I have made available all information necessary for its preparation.

Approved by the board on: 25 April 2024

Signed on their behalf by:

Print name: Julie Browne, Registrar

Independent examiner's report

Report to the Trustees of The Academy of Medical Educators on the accounts for the year ended 30 September 2023 .

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed :

Date :

K Gomes FCIE MAAT
Independent Examiners Ltd
Unit 2, Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

Statement of financial activities

(Incorporating Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	**TOTAL 2023** £	**TOTAL 2022** £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	**3a**	30,000	-	30,000	30,000
Charitable Activities	**3b**	223,446	-	223,446	171,150
TOTAL INCOMING RESOURCES		**253,446**	**-**	**253,446**	**201,150**
RESOURCES EXPENDED					
Costs of Generating Funds					
Raising Funds	**4a**	9,110	-	9,110	12,082
Charitable Activities	**4b**	207,282	1,292	208,574	163,104
TOTAL RESOURCES EXPENDED		**216,392**	**1,292**	**217,684**	**175,186**
NET INCOMING/ (OUTGOING) RESOURCES		**37,054**	**(1,292)**	**35,762**	**25,964**
Total Funds Brought Forward		156,708	1,292	158,000	132,036
TOTAL FUNDS CARRIED FORWARD		**193,762**	**-**	**193,762**	**158,000**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 6 to 10 form part of these financial statements.

Balance sheet

AS AT 30TH SEPTEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	30-Sep-23 Total £	30-Sep-22 Total £
Fixed Assets					
Intangible Assets	**2(a)**	12,250	-	12,250	12,250
Tangible Assets	**2(b)**	687	-	687	1,031
Current Assets					
Debtors & Prepayments	**6**	182	-	182	-
Cash at Bank and in Hand	**5**	219,720	-	219,720	177,030
Total Current Assets		**219,902**	**-**	**219,902**	**177,030**
Creditors: amounts falling due within one year	**7**	39,078	-	39,078	32,311
NET CURRENT ASSETS		180,824	-	180,824	144,719
TOTAL ASSETS less current liabilities		**193,762**	**-**	**193,762**	**158,000**
NET ASSETS		**193,762**	**-**	**193,762**	**158,000**
Funds of the Charity					
General Funds		193,762	-	193,762	156,708
Restricted Funds	**5**	-	-	-	1,292
Total Funds		**193,762**	**-**	**193,762**	**158,000**

Directors' Responsibilities:

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

For the financial year ended 30 September 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

Approved and authorised for issue by
the Board on: 25 April 2024

Signed on their behalf by :



Professor Nick Cooper, President
Trustee
Company number: 5965178

Notes to the financial statements

1. ACCOUNTING POLICIES

Company information

The Academy of Medical Educators is a charity limited by guarantee and incorporated in England and Wales. The registered office is Neuadd Meirionnydd, Heath Park, Cardiff, CF14 4YS.

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Critical Accounting Estimates and Judgements

In the application of the Charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant and are reviewed on an ongoing basis. Actual results may differ from these estimates.

There are two critical estimates included within the accounts. The first is depreciation and amortisation; the rate of depreciation charged on tangible fixed assets (and amortisation on intangible fixed assets) is based on the estimated useful life of the asset and this is reviewed annually. The other critical estimate is the value of gifts in kind which are estimated based on the cost of acquiring the gift on the open market.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Membership fees

Membership fees are renewable annually and are recognised on a receipts basis.

Grants and Donations

Grant are recognised when receivable, income is carried forward at the year end, as restricted fund, where amounts have not been fully spent in the year.

Sponsorship and Other income

Sponsorship and Other income is recognised when it is received.

Gifts in Kind

contribution is included in the financial statements as an estimate based on the value of the contribution to the charity.

1. ACCOUNTING POLICIES (Continued)

Incoming Resources (continued)

Investment Income
This is included in the accounts when receivable.

Investment Gains and Losses
This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition
Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Intangible assets
The coat of arms costs are not amortised as these are expected to be of continued long term benefit to the organisation.
The website and software costs are stated at cost less amortisation and impairment. Amortisation is provided at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on

Website	33.33% Straight line
Software	33.33% Straight line

Tangible Fixed Assets

Fixed assets are capitalised where the item costs exceed £500. Depreciation is provided to write off the cost of the Fixed Assets over their estimated useful lives at the following annual rates:

Fixtures, fittings and equipment	15% Straight line
Computer equipment & website	33.33% Straight line

Fund accounting
Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Cash and Cash Equivalents
Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors
Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

2(a).INTANGIBLE FIXED ASSETS

		Website & Software £	Coat of Arms £	**Total 2023** £
Cost	30-Sep-22	121,324	12,250	133,574
Additions		-	-	-
Disposals		-	-	-
Cost at	30-Sep-23	**121,324**	**12,250**	**133,574**
Amortisation	30-Sep-22	121,324	-	121,324
Charge		-	-	-
Disposals				-
Depreciation at	30-Sep-23	121,324	-	121,324
Net Book Value	30-Sep-23	**-**	**12,250**	**12,250**
Net Book Value	30-Sep-22	**-**	**12,250**	**12,250**

2(b).TANGIBLE FIXED ASSETS

		Fixtures,Fitting & Equipment £	Computer Equipment £	**Total 2023** £
Cost	30-Sep-22	2,086	9,624	11,710
Additions		-	-	-
Disposals				-
Cost at	30-Sep-23	**2,086**	**9,624**	**11,710**
Depreciation	30-Sep-22	2,086	8,593	10,679
Charge		-	344	344
Disposals				-
Depreciation at	30-Sep-23	2,086	8,937	11,023
Net Book Value	30-Sep-23	**-**	**687**	**687**
Net Book Value	30-Sep-22	**-**	**1,031**	**1,031**

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	**TOTAL 2023** £	**TOTAL 2022** £
a) Voluntary Income				
Rent and Utilities (Cardiff University)	30,000	-	30,000	30,000
	30,000	**-**	**30,000**	**30,000**
b) Charitable Activities				
Membership Subscriptions	161,894		161,894	141,625
Annual conference and Educational Activities	61,552		61,552	29,525
	223,446	**-**	**223,446**	**171,150**

Notes to the financial statements (cont.)

4. RESOURCES EXPENDED

		Unrestricted Funds £	Restricted Funds £	**TOTAL 2023 £**	**TOTAL 2022 £**
a) Raising Funds					
Advertising & PR		9,110	-	9,110	12,082
		9,110	-	9,110	12,082
b) Charitable Activities					
Staff Costs	**8**	146,740	-	146,740	112,349
Office running costs		5,666	1,292	6,958	3,040
Subscription refunds		132	-	132	901
Rent	**10**	30,000	-	30,000	30,000
Depreciation & amortisation		344	-	344	516
Database		8,232	-	8,232	7,909
Sundry expenses		538	-	538	504
Bank charges		2,796	-	2,796	2,372
Marketing and publicity		10,632	-	10,632	2701.73
Meeting costs		1,044	-	1,044	339
Accountancy Fees		1,110	-	1,110	1584
Legal and professional fees		48	-	48	888
		207,282	**1,292**	**208,574**	**163,104**

5. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-23 £**	**Total 30-Sep-22 £**
Cash at Bank	219,720	-	219,720	177,030
	219,720	**-**	**219,720**	**177,030**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-23 £**	**Total 30-Sep-22 £**
Debtors	182	-	182	-
	182	**-**	**182**	**-**

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-23 £**	**Total 30-Sep-22 £**
Trade Creditors	37,968	-	37,968	31,231
Independent Examination	1,110	-	1,110	1,080
	39,078	**-**	**39,078**	**32,311**

Notes to the financial statements (cont.)

8. STAFF COSTS AND NUMBERS

	TOTAL £	**TOTAL £**
Gross Wages and Salaries	146,740	112,349
	146,740	**112,349**

The average number of staff employed by the organisation for the period was nil (2022: nil). Staff are employed by the University of Cardiff and costs are re-charged to the charity.

No employee received remuneration in excess of £60,000 (2022: None).

	£ TOTAL	**£ TOTAL**
Activities in furtherance of organisation's objects	1	1

9. DIRECTORS AND OTHER RELATED PARTIES

Key management personnel are deemed to be the Trustees as they oversee the management of the charity. No key management personnel were remunerated in the year to September 2023 (2022: None).

10.Gifts in Kind

An estimate of the support in kind, based on the value of the contribution to the charity, has been included as a donation and a cost, at amounts summarised below:

	£ 2023	**£ 2022**
Rent and utilities (Cardiff University)	30,000	30,000
	30,000	30,000

11. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

12. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

13. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

14.LIMITED LIABILITY

The company is limited by guarantee and has no share capital. In the event of it winding up, the liability of each member is limited to £1.



AoME

ACADEMY OF MEDICAL EDUCATORS

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

ACADEMY OF MEDICAL EDUCATORS

England & Wales - Charity number 1128988

Accounts

Annual Report

for the year ended 30 September 2022



AoME

ACADEMY OF MEDICAL EDUCATORS

Trustees' report and unaudited financial statements

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

Company Number 05965178;
Registered Charity Number 1128988

Company Secretary: J Read

Registered Office:
Academy of Medical Educators,
Neuadd Meirionnydd,
Heath Park,
Cardiff CF14 4YS

Independent Examiners:
Independent Examiners Ltd
Unit 2,
The Broadbridge Business Centre,
Delling Lane, Bosham. PO18 8NF

Bankers:
Nat West Bank plc
St Paul's Branch
Juxon House
98 St Paul's Churchyard
London EC4M 8BU

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The Academy's Council

Council members usually serve a term of three years. Elections are held each autumn and all Members and Fellows in good standing are eligible to nominate themselves.



Professor Jacky Hayden CBE is President of the Academy. She has a number of other roles including Non-Executive Board Member at Plymouth Hospital NHS Trust.
Edu; ED; M; Po; PS; Att 12/12



Lynne Allery is Reader and Director of Medical Education, and Programme Director for the MSc in Medical Education, at Cardiff University. Lynne was re-elected to Council in April 2022.
M; Att 3/5



Dr James Ashcroft is an Academic Clinical Fellow in General Surgery at Addenbrooke's Hospital with the University of Cambridge.
Att 0/5



Professor Paul Baker is Deputy Postgraduate Dean HEE NW. He trained as a Geriatrician in the North West. Paul chairs the Specialised (formerly 'Academic') FP sub-committee for UKFPO.
Att 1/5



Julie Browne, Deputy Chair of Council has been involved with AoME since its inception. She is Senior Lecturer in Academic Practice at Cardiff University.
Edu; ED; M; Po; PS; Att 10/12



Professor Aidan Byrne is a Consultant Anaesthetist and Honorary Professor at Swansea Medical School. He leads on the accreditation of courses for the Academy. Aidan was re-elected to Council in April 2022.
M; Po; Att 3/5



Professor Nick Cooper is Medical Director, Physician Associate Studies, Peninsula Medical School and Director PA Schools Council. He is Chair of the Membership Committee and Lead Assessor.
A; Edu; ED; M; Po; PS; Att 6/12



Professor Alan Denison is Dean of Postgraduate Medicine, NHS Education for Scotland (North Region). He is co-chair of the AoME Professional Standards Committee.
A; Po; PS; Att 4/12



Professor Louise Dubras is Foundation Dean of the School of Medicine, Ulster University. Louise was re-elected to Council in April 2022.
A; Edu; ED; Po; att 3/5



Dr Lisa-Jayne Edwards is a GP trainee based in Oxford. She is co-lead of the Developing Medical Educators' Group (DMEG).
D; Att 4/5



Dr Mohamed Elhassan Abdalla Elsayed is a senior lecturer in Medical Education at the School of Medicine, University of Limerick.
Edu; Att 4/5



Dr James Fisher is a Lecturer at the University of Surrey, and works clinically as an Occupational Health Physician.. He is a founding member of DMEG and is one of the co-leads. He was elected to Council in April 2022.
D; Edu; Att 2/5



Professor Andrew Grant is Emeritus Professor at Swansea University. He is the Academy's Honorary Treasurer. Andrew was re-elected to Council in April 2022.
A; Edu; M; PS; Att 6/12



Dr Anna Jones is Faculty Development Lead for the MBBS at GKT School of Medical Education, King's College London and teaches the Masters of Clinical Education. Anna was elected to Council in April 2022.



Dr Melvyn Jones is an Associate Professor at UCL Medical School, Head of primary care teaching at St George's, and a GP. He is co-chair of AoME's Professional Standards Committee.
A; PS; Att 5/12



Dr Ratna Makker is an anaesthetist, and a simulation educator trained at Harvard & accredited by ASPiH.
Edu
Att 1/5



Professor Liz Mossop is Deputy Vice Chancellor (Student Development and Engagement) at the University of Lincoln. She is a veterinary surgeon.
Po; PS; Att 4/5



Dr Russell Peek is a paediatrician and Director of Medical Education for Gloucestershire Hospitals Foundation Trust.
A; M; Att 4/5



Dr Jim Price is a clinical academic (GP) at Brighton & Sussex Medical School and Programme Director for Postgraduate Courses in Medical & Clinical Education. Jim was elected to Council in April 2022.
A; Edu; Att 3/4



Dr James Read is the Academy's Registrar. He is Dean of Medical Education and Director of the Centre for Medical Education at cardiff University.
Edu; ED; PS; Po; Att 8/12



Professor Andrew Smith is a consultant anaesthetist in Lancaster and Year 4 Director at Lancaster Medical School.
A; M; Att 1/5



Dr Katy Stevenson is a GP Trainee at the University Hospitals Plymouth NHS Trust and previously Clinical Lecturer at The University of Plymouth.
D; Edu; Att 3/5



Dr Claire Stocker is Phase 1 Lead for Aston Medical School MBCHB, Senior Lecturer and Honorary Reader for the University of Buckingham. She is chair of the Education Committee.
A; Edu; Att 8/12



Professor Harish Thampy is a clinical academic working as a GP alongside his role as Professor of Medical Education at the University of Manchester. Harish was elected to Council in April 2022.
Edu; Att 3/4



Dr Lewis Hendon-John is a co-opted member of Council. He is a co-founder of DMEG and leads on the Group's *Educatalk* podcast series. He is an anaesthetics registrar.
D; Edu; Att 2/5



Professor David Croisdale-Appleby is the lay-representative on Council. David's extensive experience and expertise in medical education is invaluable to the Academy.
Att 3/5

Dr Angharad Davies, Professor Adrian Freeman and Professor Gabriel Reedy stood down as Council members in April 2022. The Academy thanks them for their service.

Council members take roles on standing committees and working groups:
A = Assessor; D = Developing Medical Educators; Edu = Education; ED = Equality and Diversity; M = Membership; PS = Professional Standards; Po = Policy; Att = number of Council and Executive meetings, including strategy day, attended

You can find out more about the work done in all of these areas later in the report.

Trustees' report

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the Academy of Medical Educators for the year ended 30 September 2022. The financial statements have been prepared in accordance with the accounting policies set out on pages 20 and 21, and comply with the applicable law, the Memorandum and Articles of Association and the requirements of the Charities SORP (Financial Reporting Standard (FRS) 102).

Objects and activities
Under its Articles of Association, the objects for which the Academy is established are the advancement of medical education for the public benefit in particular by:

a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.

The Academy of Medical Educators is a professional organisation, working nationally and internationally, for all those involved in medical education – the education and training of students and practitioners in medicine including physician associates, dentistry, and veterinary surgery. It aims to provide leadership, promote standards and support all those involved in the academic discipline of medical education. Through its *Professional Standards*, which serve as a guide to curriculum development, the Academy provides a recognised framework so that those in education can demonstrate expertise and achievements in medical education through accreditation as a medical teacher to an agreed national standard.

Public benefit statement
The Council, comprising the Trustees of the Academy, has referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing its aims and objectives and in planning the Academy's future activities. In particular, the Council considers how planned activities will contribute to the aims and objectives it has set.

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Commission, including the guidance 'Public benefit: Running a charity (PB2)' in exercising their powers and duties.

The Academy is founded on the recognition that the development and improvement of the training of medical practitioners will be to the benefit of the health of the general public. The Academy's activities in furtherance of the objects defined above directly address the maintenance and improvement of standards of medical training and practice, to the direct benefit of patients.

The Academy's activities are open to all who are able to benefit from them. Special rates are offered to students. Council does not consider there to be detriment from its activities or work.

Structure and governance

The Academy of Medical Educators was instigated at an informal meeting of interested medical educators and leaders held at the Royal College of Physicians in January 2006. It was then founded in October 2006 as the professional standard setting body for medical educators in the United Kingdom, becoming incorporated as a company limited by guarantee under the Companies Act 1985 on 12 October 2006. Formal elections were held in October 2007 and in December 2007 the first President, Professor John Bligh was elected for three years. The Academy was registered as a charity with the Charity Commission for England on 2 April 2009.

The Academy is run by a Council of Trustees who are also the Directors of the Company. Members of Council are elected by the members of the Academy, with additional members who may be appointed by Council. From April 2022 Council comprised 24 elected members, including the President. Honorary Officers and chairs of committees and working groups were elected by Council drawn from their number. The Honorary Officers and Council set the strategic direction of the Academy. An Executive Committee (comprising the President, Honorary Officers, chairs of standing committees, and Executive Director) is responsible for overseeing the financial and administrative management of the Academy. Four full Council meetings, a Council Strategy Day, and seven Executive meetings were held during 2021/22.

In the elections in November 2021, confirmed at the AGM in April 2022, Lynne Allery, Aidan Byrne, Louise Dubras, James Fisher, Andrew Grant, Anna Jones, Jim Price and Harish Thampy were elected for three years from that date. David Croisdale Appleby accepted Council's invitation to serve a further term as lay member.





The Academy staff team consists of Executive Director Tony Carlisle, Event and Finance Officer Jodie Burnett-Wren and Membership Officer Paul Yeboah-Afari. After an increase in Jodie's hours in 2022 she and Paul both work 0.8 FTE, which has allowed for increased office cover during standard working hours.

As the Academy has grown and matured, team roles have become more specialist and in 2022 the Academy's Council agreed the new individual job titles above. While, as a lean team all members are prepared to provide help and advice to trustees, members, applicants and partners, specific responsibilities are: Tony leads the team and is responsible for strategy, Council liasion, governance and development; Jodie maintains financial records and is the central contact for all subscription queries, as well as leading on conference planning and logistics; and Paul manages the Membership and Fellowship application and assessment processes and is responsible for accredited course administration.

The team continues to be based at Cardiff University, but practises blended working. We are, as ever extremely grateful to Cardiff University for the support it provides to the Academy.

Strategy and future

At its annual Strategy day in February 2023 the Academy's Council focused on the ways in which it can achieve its three strategic objectives while ensuring that the Academy reflects the needs of a diverse and changing medical and healthcare education workforce. The framework below is a distillation of the strategy.

Three charitable aims of the Academy: a) the development of a curriculum and qualification system; b) undertaking research for the continuing development of professional medical education; and c) the promotion and dissemination of best practice in medical education.		
Through engagement with the medical education community we will pursue our aims. In doing so we will pursue an active policy of equality, diversity and inclusion		
• To increase and develop an inclusive membership	Through good governance and effective administration	*Activity* • Policies • AGM • Budget • Staffing • Diversity
• To maintain and develop financial stability	Through the Professional Standards for Medical Educators	*Activity* • Principal Fellowship • Review • Influence • Reach • Non-member/partner engagement
• To increase and utilise influence	Through a rigorous and effective recognition scheme and relevant member services	*Activity* • Assessment • Early/developing Careers • Member Engagement • Prizes and Awards • Course accreditation
	Through the provision of valuable, relevant, Education and Professional Development resources	*Activity* • Conference and Events • Online programme • Publications • RTE/Member to Fellow to Principal Fellow resources

Within each of the four main areas of responsibility activities were identified and Council, committee and working group leads committed to their development. You can read about the progress and plans we have made against these objectives in the rest of the report.

An important outcome of the 2020/21 lockdowns and the greater importance placed on social distancing has been a shift in the overall policy on face-to-face versus virtual meetings and events. The Academy's Council now meets online by default, coming together in person just once a year usually. Other committees and groups including the Assessment panel and the Developing Medical Educators group follow the same model. Availability and attendance at meetings has improved as a result and all teams have adapted well, with no detriment to the way we communicate and make progress. Following two successful online AGM's the Academy intends to keep this format, as attendance and engagement across all membership categories has improved.

In addition, webinar output has increased and this has enabled us to engage with an even wider audience. Our annual spring/summer conference remains a face-to-face event and is much looked forward to as a culmination of all the online work we do.

In August 2022 Professor Nick Cooper was elected by the membership to be the next President of the Academy of Medical Educators. Nick will take up the role at our AGM in 2023 at the end of Professor Jacky Hayden's second three-year term of office. The Academy is immeasurably grateful to Jacky for her tremendous leadership, enthusuiasm and wisdom during her Presidency.



Membership and assessment

During the period 2021 - 2022 the Academy's membership exceeded 1250 Members and Fellows in good standing.

New Applications 1 October 2021 to 30 September 2022

Membership Category	Application approved	Subscription remaining unpaid
Associate Member	40	19 (48%)
Student Member	2	1 (50%)
Member	185	15 (8%)
Fellow	20	0 (0%)
Total all categories	247	35 (14%)

Renewal rates 1 October 2021 to 30 September 2022

Membership Category	Subscriptions due for renewal	Subscriptions renewed
Associate Member	56	35 (63%)
Student Member	4	2 (50%)
Member	721	615 (86%)
Fellow	265	241 (91%)
Total all categories	1046	895 (86%)
All categories, previously lapsed, and newly admitted members in good standing		1258 (141%)

These figures represent an anual growth rate of approximately 19%. Over 62% of members pay their subscription by standing order or direct debit. As ever the response to subscription reminders from those who do not have direct debit or standing order mandates is also very good. Take up of Associate Membership following approval of application is still relatively low but from early 2023 Associates will pay their first year's subscription on application which will make it easier for them to begin their membership and involvement with the Academy.

The Assessment Team continues to meet quarterly, which helps them to benchmark their assessments of applications and also keeps them up to date with developments within the Academy. Assessors do the essential job of reviewing and giving feedback on every single application for recognition we receive, be it student, Member or Fellow. They do their best to ensure that applications are processed in good time, while maintaining rigorous standards of fairness, quality, and consistency. Assessors can be Members or Fellows of the Academy, working at a level appropriate for assessing applications for Membership and Fellowship. Training and support are provided.

In January 2022 the following were active assessors:
Dr Mohamed Abdallah, Dr Natasha Archer, Dr David Beaumont, Dr Aaron Braddy-Green, Dr Brian Carlin, Prof Nick Cooper (lead assessor), Dr Paul Crampton, Dr Deborah Douglas, Prof Louise Dubras, Prof Andrew Grant, Prof Richard Hays, Prof Mary Higgins, Dr Melvyn Jones, Dr Mahzuz Karim, Dr Mohammed Ismail Khan, Dr Zahid Khan, Dr Adam Livingston, Prof Pramod Luthra, Dr Mohamed Mortagy, Dr Robert Namushi, Dr Russell Peek, Dr Jim Price, Dr Shuaib Ahmed Quraishi, Dr Aylur Rajasri, Dr Sanjay Ramamoorthy, Dr Amtul Sami, Prof John Sandars, Dr Claire Stocker, Dr Gareth Thomas, Prof Michael Vassallo, Dr Phillip Xiu.

Accreditation and AccreditationPlus
Before its planned launch in October 2022 a group led by Professor Aidan Byrne and Dr Jim Price finalised the criteria and guidelines for the new *AccreditationPlus* scheme. The established accreditation scheme remains open for courses designed to support and develop the abilities of a medical educator who is in a formal educational role and six new courses were admitted between October 2021 and September 2022. *AccreditationPlus* recognises that candidates are engaged in becoming professional medical educators through completing a high quality medical educational course that has assured that they have developed both a high level of medical educational scholarship / practice and that they have committed to promoting the aims of the Academy. Specifically, it recognises that the reflective work completed as part of the course is equivalent to the 500-word piece of reflective writing that is currently required of all applicants for Membership and Fellowship of the Academy of Medical Educators. We are very grateful to the attendeees of our June symposium in Nottingham, *Recognition of Excellence in Medical Education* for their enthusiasm and input on our proposals for the scheme.

The full guidance for accreditation is available on our website. The launch will be phased, with existing courses being supported through the transition to *AccreditationPlus* if they choose to apply. Resources for course leads and applicants are in develpment.

Application through the accredited course scheme remains the most popuar route to MAcadMEd. Of the total Membership Applications in the period over 90 % were through the accredited course route

Professional Standards

The Academy recognises that medical education is distinct from teaching in higher education in general because of the central place that patient care occupies not only in teaching and learning but also in assessment and feedback, and in quality assurance.

In September 2021 the Academy launched the fourth edition of the *Professional Standards for Medical Educators.*

The Academy's *Professional Standards* Framework makes explicit the values, skills, knowledge, and practical capabilities required of those engaged in medical education. and has been developed in wide consultation with the international community of professional medical educators.

The *Standards* framework is outcome-based and generic in nature. The *Standards* are designed to be inclusive, empowering, and relevant to all clinical and non-clinical medical, dental & veterinary educators, irrespective of role.

> *"Medical education has become increasingly important over the fifteen-year history of our Academy, and we felt that it was timely and appropriate to review, update and augment our Standards to reflect the professionalisation of medical educators across the United Kingdom and internationally. Our Standards have always been the cornerstone of our activity ensuring that those who are responsible for the education of doctors, dentists, veterinary surgeons and physician associates are able to achieve excellence, thus contributing to high quality patient care."*
> Professor Jacky Hayden CBE, HonFAcadMEd, AoME President said

Previous editions of the *Standards* have been adopted by the General Medical Council (GMC) to set expectations of all medical trainers holding recognised positions. This edition has built on the first and second editions, using the strong evidence base of AoME's four core values and five domains; it includes an additional fourth level to reflect the growing number of senior educators who hold educational leadership positions, influencing the education of health and social care practitioners as well as veterinary surgeons. This edition was developed after wide consultation across AoME's membership and with key strategic organisations and individuals responsible for the education of doctors, dentists, veterinary surgeons, and physician associates. The Academy is confident that these *Standards* represent an authoritative consensus statement on the values, knowledge and behaviours that can be expected of a medical educator.

The Academy uses the *Standards* to assess applications for Membership and Fellowship; they will also form the framework for a new category of Principal Fellowship which will recognise excellence in educational leadership. We are proud of the number of educators who have already measured themselves against previous editions and have joined the Academy. The *Standards* can also be used in job planning, appraisal, and as a framework for professional development. The Academy anticipates that the addition of a fourth level will encourage their use in supporting and developing those who hold, or aspire to hold, educational leadership positions.

In the year since the launch of the new edition we have had the opportunity to promote the *Professional Standards* at a number of conferences and events (see page 11), enhancing awareness of the Academy within our community and discussing how the *Standards* can support educators to achieve teaching excellence. We are continuing this work and with our members' help are influencing recruitment and promotion criteria within the healthcare and higher education sectors.

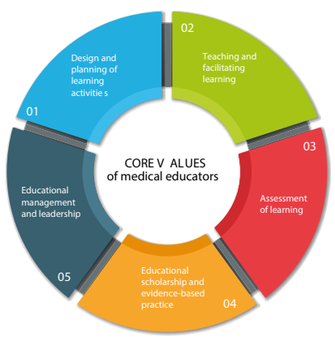
Membership and Fellowship – HESA recognition guidance

Our statement on the recognition against the *Professional Standards* by the Higher Education Statistics Agency (HESA), and equivalence with AdvanceHE, bears repeating and is helpful for individuals and institutions deciding on a relevant Standards framework.

"The Academy of Medical Educators (AoME) is the multiprofessional organisation for those involved in the education and training of students and practitioners in medicine, dentistry and veterinary surgery. The AoME has developed a set of *Professional Standards*[1] which are an explicit statement of the values, skills, knowledge and practical capabilities required of those engaged in medical education. Individuals can seek assessment and recognition of their teaching practice against the standards at Membership and Fellowship level to gain the MAcadMEd or FAcadMEd postnominal. Assessment is a formal, peer reviewed process overseen by an embedded governance structure within the Academy.

HEI's are required by HESA to collect and submit data relating to the academic teaching qualifications of academic staff. To assist HEIs in submitting data relating to the AoME accreditation scheme, colleagues with confirmed MAcadMEd or FAcadMEd status should be submitted under the 08 code – "accredited as a teacher of their subject by a professional UK body"[2]. This entry is of equivalent status to holding a PGCHE or AdvanceHE recognition, negating the need for these qualifications in addition to AoME recognition for the purposes of HESA returns. "

[1] See https://www.medicaleducators.org/Professional-Standards
[2] See https://www.hesa.ac.uk/collection/c19025/a/actchqual





Education, events and external relations

As we emerged from the COVID19 Pandemic in 2021, like many organisations the Academy reflected on the way it uses its resources to meet its educational and profile-raising objectives. While face-to-face events are still very important for sharing ideas and giving an immersive educational, professional networking and social experience, we have also embraced the opportunities to reach more educators through shorter online sessions without the expense or inconvenience of travel.

Supporting Members
Recognising that many of the Academy's Members aspired to Fellowship, the Academy developed a handbook and slide-deck and held two workshops in October and December 2021, facilitated by experienced assessors, which sought to demistify the Fellowship application and give practical tips on how to apply. The sessions were followed up with an online 'drop-in' in February 2022, where further advice on applications in progress was available. Since the events approximately 30% of the attendees have gone on to make successful applications for Fellowship. More workshops and support sessions are planned.

Working with our Partners
The Academy continued to be an active member of the Developing Excellence in Medical Education Conference (DEMEC) organising comiittee. Jacky Hayden, Julie Browne and Tony Carlisle have roles on the committee and other Academy Council members were involved in promoting the conference through social media and reviewing conference abstracts. The 2021 event, on 6 and 7 December, took a hybrid format for the first time and was a great success. Keynote speakers included Professor Charlotte Rees, Head of School of Health Sciences, University of Newcastle NSW, Australia; Professor Shafi Ahmed, surgeon, teacher, futurist, innovator, and entrepreneur The Royal London Hospital, London, UK; Professor Victoria Brazil, Professor of Emergency Medicine and Director of Simulation, Gold Coast Health Service, Queensland, Australia; and Professor Chris Whitty, Chief Medical Officer, Department of Health and Social Care, UK.

In the Academy's 15th year we were delighted and privileged to have Sir Ken Calman himself as the Calman lecturer, at DEMEC. Sir Ken gave a fascinating interview style presentation with the co-founders of the Academy's Developing Medical Educators' Group (DMEG) Dr James Fisher and Dr Lewis Hendon-John.

We were very pleased to be able to renew our partnership with the Royal Society of Medicine in 2022, offering discounted membership and member benefits.

In October 2022 the Academy was ordered under Rule 9 to respond to the *Infected Blood Inquiry*. Professor Hayden's evidence was accepted and she did not need to provide oral evidence to the Inquiry

The President was honoured to be Professor David Croisdale Appleby's guest at the *Harveian Oration* in October. The address given was from Dame Anne Johnson - *Pandemic HIV and its legacy for medicine and global health.*

Professor Hayden also attended the 70th anniversary celebration dinner at the Royal College of General Practitioners in November and heard the James Mackenzie lecture delivered by Professor Dame Helen Stokes Lampard.

Professor Hayden joined the second meeting of Care Under Pressure 3 in November which is an interdisciplinary research programme that aims to understand the causes of mental ill-health in health professionals, across specialties and career stages, and make informed recommendations to tackle this problem.



AoME *Insights*
The first event in the Academy's *Insights* series *Tackling the imperative: Moving interprofessional education from the periphery to the core* took place on 23 November 2021 and was very well attended. The session featured a stellar panel of experts giving their views on how to move the IPE agenda forward and challenge thinking, and gave stakeholders an opportunity to inquire and debate.

Following this excellent inaugral event, *Insights* has continued to deliver webinars, workshops and panel discussions addressing topics of interest to our members and the wider medical and healthcare education community. Our second *Insights* event, *A reflective model for medical education*, was in May with global experts on reflective practice Beverly Wenger-Trayner, Etienne Wenger-Trayner, and Professor Tim Dornan together with the Professor Andrew Grant and Julie Browne.

Further events are planned for later in 2022 and 2023, the next being *The Future of Dental Education* in December 2022.

Education, events and external relations

Promoting the *Professional Standards*
Throughout the period Academy Council members and staff attended a number of events and meeting where we were able to promote the *Professional Standards* and engage with members and non-members across the country. These included:

- The All Wales School of Emergency Medicine (AWSEM) one-day *Emergency Medicine educational conference for trainees and healthcare professionals*, in Pontyclun, Wales, in May
- *The Academic Foundation Programme conference* 2022, in Bristol on 11 June
- *The Your Career, Our Future - Medical/Dental Careers Conference* in Edinburgh on 1 July
- The ASME Annual Scholarship Meeting *Future proof medical education: Practical wisdom and adapting to change,* on 6-8 July

We would like to thank the organisers for the invitations and very warm welcomes we received.

Conference: *Recognition of Excellence through Accredited Courses in Medical Education and Re-energising Medical Education: New Era, New Ways of Teaching and Learning*

These two events took place at the Albert Hall Nottingham on 14 and 15 June respectively. They were our first face-to-face events in almost three years and we were delighted with the level of interest and interaction from educators.

Recognition of Excellence in Medical Education was a half-day symposium held in June, in Nottingham, aimed at organisers of PG Certificate / Diploma & Masters programmes in Medical or Healthcare Education. Keynote speakers were Dr Anton Saayman Director of Educational Improvement and Governance, Health Education and Improvement Wales (HEIW) and Professor Andrew Grant. Our panel of course leaders led discussions on how best to support students of postgraduate and undergraduate medical education programmes. The feedback from delegates on plans for our *AccreditationPlus* scheme was exteremely helpful, and we hope, with their input we have sown the seeds for a new community that shares ideas, advice and best practice around both post- and undergraduate medical education resources.



Re-energising Medical Education was our annual summer academic meeting. Like many other organisations we took the decision to cancel our main 2020 event and then to hold a virtual conference in 2021, and it was good to be back in a live venue. The conference showcased the work of many early career and much more experienced educators, through posters, short presentation and workshops, all exploring the creative and adaptive approaches in medical education developed during and since the COVID-19 pandemic. We are grateful to Professor Nisha Dogra and Dr Susi Caesar who gave the keynote talks *How understanding and embracing diversity can help create an open, supportive, and inclusive culture* and *Why is appraisal like chocolate?* respectively.

The Academy is excited to be partnering with the *International Network for Health Workforce Education* (INHWE) to bring you a 3-day conference in 2023. *Learning Together for Clinical Excellence* will take place at the Centre for Student Life, Cardiff on 27 - 29 June 2023.



Awards
President Jacky Hayden was also very pleased to confer Honorary Fellowships on Professor Sheona MacLeod and Professor Bill Reid as part of the Calman lecture and awards ceremony session that always closes the first day of DEMEC.





At our AGM in 2022 the President awarded Honorary Fellowship to Professor Hisham Khalil, Head of the Peninsula Medical School; and at our June conference to Professor Nisha Dogra, Emeritus Professor of Psychiatry Education, University of Leicester, and Professor Stephen Riley, Dean of Medicine, Cardiff University.





Developing medical educators

The Developing Medical Educators Group (DMEG) aims to promote the development of early career educators including doctors, medical students, dentists, physician associates and veterinary educators, and to provide support to new educators in gaining recognition by the Academy.

The group is open to all early career educators who are Student, Associate or Full Members of AoME. Full information about joining the Academy can be found on the website.

DMEG is a vibrant interactive community, hosting quarterly seminars and networking events, an annual conference, DMEG Podcasts and workshops.



DMEG was very excited to host its first virtual conference on 21 September 2022 - *DMEG's Zone of Proximal Development*. Many Academy members in their early careers chose to present their work and DMEG was honoured to welcome keynote speakers Dr Jamie Read, Dean of Medical Education, Cardiff University and Dr Lewis Potter, Geeky Medics.

Following the success of the 2022 event another online conference is planned for 4 October 2023.

DMEG's *Medical Educatalks* Podcast series has also been an incredible success. It has provided experts and senior figures in medical education with a platform to share their ideas with those earlier in their careers, and the DMEG interviewers have been able to reflect back the experiences of those educators who are learning and teaching in dynamic environments. Nine episodes were recoded up to 30 September, with many more in the pipeline.

9. *DMEG Conference Podcast* with Professor Louise Dubras, Foundation Dean of the School of Medicine, Ulster University
8. *Med Ed Cafe: Our Beginnings* with DMEG's Dr's Cara Bezzina, James Fisher, Lisa-Jayne Edwards and Lewis Hendon-John
7. *Reflective Practice* with Professor Melanie Coward, Deputy Dean of the Faculty of Health and Medical Science at the University of Surrey
6. *Interprofessional Education* with Professor Liz Anderson from *The Centre for the Advancement of Interprofes sional Education* (CAIPE)
5. *Wellbeing in Medical Education* with Pete McAllister, Director of Ability Action CIC
4:. *Professional Standards* with Professor Alan Denison, Dean of Postgraduate Medicine, NHS Education for Scotland (North Region)
3. *Primary Care Education* with Dr Melvyn Jones, Head of Primary care teaching at St George's
2. *Widening Participation* with Professor Liz Mossop, Deputy Vice Chancellor (Student Develop ment and Engagement) at the University of Lincoln
1. *Medical Education Leadership* with Professor Jacky Hayden, President of the Academy of Medical Educators



Dr Lewis Hendon-John leads on the Educatalks series

DMEG founding members Dr Jamie Fisher and Dr Lewis Hendon-John had the honour of interviewing Professor Sir Ken Calman, at the Calman event within DEMEC in December 2021.

DMEG collaborated with NACT (*National Assocaition of Clinical Teachers*) at the *Your Future in Medical Ecucation* Meeting in Birmingham in June 2022





In August 2022 DMEG members presented a symposium at the AMEE (*International Association for Health Professions Education*) conference in Lyon, S*NAKES & LADDERS: Supporting Early-Career Educators*, with colleagues from the Academy's Council.

Dr Lisa-Jayne Edwards and Dr James Fisher took on the roles of co-leads of the DMEG committee in 2022

The British Student Doctor Journal

The British Student Doctor Journal (BSDJ) is a high quality, open access, peer-reviewed, general medical journal, which publishes articles written primarily by medical students. In addition to publishing original research and systematic reviews, it also provides a platform to medical students to express original thought and reflections on clinical practice, student life and medical education.

All content is fully open access, available without subscription and with no authorship charges. All articles published in BSDJ go through a rigorous peer-review process, led by its student editorial team. The governance of the journal is overseen by the faculty advisory board, and the journal is published by Cardiff University Press (CUP) and funded by Cardiff University School of Medicine. The journal is a publication of *The Foundation for Medical Publishing*, a charitable incorporated organisation registered in England and Wales (1189006), itself a subsidiary of the Academy of Medical Educators.

The British Student Doctor Journal is proud to be the official journal of the Academy of Medical Educators.

The BSDJ is an accredited member of COPE (*The Committee on Publication Ethics*), reflecting the journal's rigorous commitment to editorial best practice.

Equity, diversity and inclusion

The Academy of Medical Educators was founded to advance medical education for the benefit of the public through the development of its *Professional Standards* Framework and qualification systems and the promotion and dissemination of current best practice in medical education. Acting in full accordance with its accountability to the Equality Act of 2010, the Academy celebrates, values, and seeks to support its diverse staff, Members and Fellows in its day-to-day work; shaping policy, delivering services and enhancing the overall aims and standing of the Academy.

In addition, as stated in their terms of reference, the standing committees of the Academy uphold AoME's commitment to providing equity of opportunity for all its members; endeavouring to listen to and understand the needs of the groups that make up its membership and the wider medical education community; not simply declaring its support for minority and under-represented groups, but actively addressing the challenges they face and standing with them against prejudice.

At its annual strategy day in 2022 the Academy's Council incorporated a commitment that in the pursuit of its strategic aims - to increase and develop an inclusive membership; to maintain and develop financial stability; to increase and utilise influence - it will pursue an active policy of equity, diversity and inclusion. The Council asked Executive Director Tony Carlisle (he/him) to lead on developing a more comprehensive strategy to ensure equity of access and opportunity for our members, partners and stakeholders, trainees, students, and anyone who can benefit from our services and resources.

An Equity, Diversity and Inclusion (EDI) Committee is being formed to advise on the strategy. We are seeking representation on the group from within our membership, aiming to make it as diverse as possible. Where expertise in a particular area is thought to be lacking, we will seek advice from other colleagues, partners, and institutions.

Since making changes to our election processes we have encouraged a greater number of candidates in our Council elections who represent a greater diversity of our membership as whole, including gender, ethnicity and career stage. We will continue to work with an external election provider to ensure fair and equitable elections.

Members are strongly encouraged to provide information on their protected characteristics to the Academy via "My Details" in the members' area of the website. The charts below show the information we hold. There is an increase of approximately 6% of members stating their ethnicity since September 2021 and changes within the individual categories are not greater than than +/- 1%

Ethnicity	*Total*	*Ethnicity*	*Total*	*Ethnicity*	*Total*
Not stated	902 (72%)	White and Asian/Asian British	16 (1.3%)	African	6 (<1%)
White English/Welsh/Scottish/NI/British	183 (15%)	Other	16 (1.3%)	Chinese	3 (<1%)
Indian	58 (5%)	Caribbean	11 (<1%)	White and Black African	3 (<1%)
Arab	26 (2%)	Irish	9 (<1%)	Bangladeshi	2 (<1%)
Pakistani	18 (1.5%)	Prefer not to say	9 (<1%)	White and Black caribbean	1 (<1%)

Gender	%	*Gender*	%
Male	62%	Prefer not to say	2%
Female	34%	Other	1%

In September 2022 the Academy issued a statement in support of GLADD's (*The Association of LGBTQ+ Doctors and Dentists*) UK Medical Schools Charter on So-Called LGBTQ+ 'Conversion Therapy', and became a co-signatory of the charter. You can read the full statement on our website, where we have also included resources for members who wish to support LGBTQ+ colleagues.

GLADD
The Association of LGBTQ+ Doctors and Dentists

Financial review

The Academy, as a membership organisation is dependent on membership fees to cover the costs of our activity. This is supplemented by other activity, such as conferences and webinars. We remain committed to ensuring the Academy represents value in an area where there are many membership and training costs. The increase in membership fees that was applied in 2021 and a steady growth in membership overall has helped us to maintain a healthy financial position throughout the 2021/22 period and to end it once again with a significant surplus (and of course we have maintained reserves higher than recommended by the Charity Commission).

Our finances remain healthy but, in keeping with our charitable status, not excessive. We have managed our budget effectively by moving many events to a virtual platform and by restoring our face to face conferences. Both our summer conference and the DMEG conference made a slight surplus which we will invest in further events and resources in the coming months. We have been able to increase our staff hours, thereby increasing our services to our members. In addition by switching accountancy service providers we have made further savings.

During the 2022/23 period the Academy's Council will dicuss a spending strategy that benefits our membership and fulfils our charitable aims.

The accounts show a surplus of £32,311 (2020: surplus of £26,654).

Overall fund balances carried forward stand at £158000 (2020 £130,744).

As agreed in 2014, free reserves, (unrestricted funds in excess of amounts invested in fixed assets,) should be held which amount to at least six months expenditure. On this basis there would be a requirement for free reserves of around £93,785.



Professor Jacky Hayden CBE,
President



Professor Andrew Grant,
Honorary Treasurer

Statement of trustees' responsibilities

The Trustees (who are also Directors of The Academy of Medical Educators for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

a) select suitable accounting policies and then apply them consistently;

b) make judgements and estimates that are reasonable and prudent;

c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;

d) state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

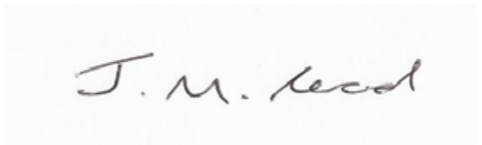
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the year ended 30th September 2021, and confirm that I have made available all information necessary for its preparation.

Approved by the Board on the ..... 21 April 2023 .....

Signed on their behalf by

Print Name:



Dr Jamie Read, Registrar

Independent examiner's report

Report to the Trustees of The Academy of Medical Educators on the accounts for the year ended 30 September 2022 .

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed :

Date : 27.4.23

K Gomes MAAT
Independent Examiners Ltd
Unit 2, Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

Statement of financial activities

(Incorporating Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	**3a**	30,000	-	30,000	30,000
Charitable Activities	**3b**	171,150	-	171,150	152,798
Other Incoming Resources	**3c**	-	-	-	2,236
TOTAL INCOMING RESOURCES		**201,150**	**-**	**201,150**	**185,034**
RESOURCES EXPENDED					
Costs of Generating Funds					
Raising Funds	**4a**	12,082	-	12,082	873
Charitable Activities	**4b**	163,104	-	163,104	156,215
TOTAL RESOURCES EXPENDED		**175,186**	**-**	**175,186**	**157,089**
NET INCOMING/ (OUTGOING) RESOURCES		**25,964**	**-**	**25,964**	**27,946**
Total Funds Brought Forward		130,744	1,292	132,036	104,090
TOTAL FUNDS CARRIED FORWARD		**156,708**	**1,292**	**158,000**	**132,036**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages xx to xx form part of these financial statements.

Balance sheet

	Note	Unrestricted Funds £	Restricted Funds £	30-Sep-22 Total £	30-Sep-21 Total £
Fixed Assets					
Intangible Assets	**2(a)**	12,250	-	12,250	12,250
Tangible Assets	**2(b)**	1,031	-	1,031	1,547
Current Assets					
Debtors & Prepayments	**6**	-	-	-	-
Cash at Bank and in Hand	**5**	175,738	1,292	177,030	147,636
Total Current Assets		**175,738**	**1,292**	**177,030**	**147,636**
Creditors: amounts falling due within one year	**7**	32,311	-	32,311	29,397
NET CURRENT ASSETS		143,427	1,292	144,719	118,239
TOTAL ASSETS less current liabilities		**156,708**	**1,292**	**158,000**	**132,036**
NET ASSETS		**156,708**	**1,292**	**158,000**	**132,036**
Funds of the Charity					
General Funds		156,708	-	156,708	130,744
Restricted Funds	**5**	-	1,292	1,292	1,292
Total Funds		**156,708**	**1,292**	**158,000**	**132,036**

Directors' Responsibilities:

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

For the financial year ended 30 September 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

Approved and authorised for issue by the Board on: 21 April 2023

Signed on their behalf by :

Professor Jacky Hayden, President
Trustee
Company number: 5965178



1. ACCOUNTING POLICIES

Company information

The Academy of Medical Educators is a charity limited by guarantee and incorporated in England and Wales. The registered office is Neuadd Meirionnydd, Heath Park, Cardiff, CF14 4YS.

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Critical Accounting Estimates and Judgements

In the application of the Charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant and are reviewed on an ongoing basis. Actual results may differ from these estimates.

There are two critical estimates included within the accounts. The first is depreciation and amortisation; the rate of depreciation charged on tangible fixed assets (and amortisation on intangible fixed assets) is based on the estimated useful life of the asset and this is reviewed annually. The other critical estimate is the value of gifts in kind which are estimated based on the cost of acquiring the gift on the open market.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Membership fees

Membership fees are renewable annually and are recognised on a receipts basis.

Grants and Donations

Grant are recognised when receivable, income is carried forward at the year end, as restricted fund, where amounts have not been fully spent in the year.

Sponsorship and Other income

Sponsorship and Other income is recognised when it is received.

Gifts in Kind

Where services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements as an estimate based on the value of the contribution to the charity.

1. ACCOUNTING POLICIES (Continued)

Incoming Resources (continued)

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Intangible assets

The coat of arms costs are not amortised as these are expected to be of continued long term benefit to the organisation.
The website and software costs are stated at cost less amortisation and impairment. Amortisation is provided at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following basis:

Website	33.33% Straight line
Software	33.33% Straight line

Tangible Fixed Assets

Fixed assets are capitalised where the item costs exceed £500. Depreciation is provided to write off the cost of the Fixed Assets over their estimated useful lives at the following annual rates:

Fixtures, fittings and equipment	15% Straight line
Computer equipment & website	33.33% Straight line

Fund accounting

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Cash and Cash Equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

2(a).INTANGIBLE FIXED ASSETS

		Website & Software £	Coat of Arms £	**Total 2022** £
Cost	30-Sep-21	121,324	12,250	133,574
Additions		-	-	-
Disposals		-	-	-
Cost at	30-Sep-22	**121,324**	**12,250**	**133,574**
Amortisation	30-Sep-21	121,324	-	121,324
Charge		-	-	-
Disposals				-
Depreciation at	30-Sep-22	121,324	-	121,324
Net Book Value	30-Sep-22	**-**	**12,250**	**12,250**
Net Book Value	30-Sep-21	**2,403**	**12,250**	**14,653**

2(b).TANGIBLE FIXED ASSETS

		Fixtures, Fittings & Equipment £	Computer Equipment £	**Total 2022** £
Cost	30-Sep-21	2,086	9,624	11,710
Additions		-	-	-
Disposals				-
Cost at	30-Sep-22	**2,086**	**9,624**	**11,710**
Depreciation	30-Sep-21	2,086	8,077	10,163
Charge		-	516	516
Disposals				-
Depreciation at	30-Sep-22	2,086	8,593	10,679
Net Book Value	30-Sep-22	**-**	**1,031**	**1,031**
Net Book Value	30-Sep-21	**-**	**-**	**-**

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	**TOTAL 2022** £	**TOTAL 2021** £
a) Voluntary Income				
Rent and Utilities (Cardiff University)	30,000	-	30,000	30,000
	30,000	**-**	**30,000**	**30,000**
b) Charitable Activities				
Membership Subscriptions	141,625		141,625	135,671
Annual conference and Educational Activities	29,525		29,525	17,127
	171,150	**-**	**171,150**	**152,798**
c) Other Incoming Resources				
BSDJ	-	-	-	2,236
	-	**-**	**-**	**2,236**

4. RESOURCES EXPENDED

		Unrestricted Funds £	Restricted Funds £	**TOTAL 2022** £	**TOTAL 2021** £
a) Raising Funds					
Advertising & PR		12,082	-	12,082	873
		12,082	-	12,082	873
b) Charitable Activities					
Staff Costs	**8**	112,349	-	112,349	104,900
Office running costs		3,040	-	3,040	2,607
Subscription refunds		901	-	901	1,272
Rent	**10**	30,000	-	30,000	30,000
Depreciation & amortisation		516	-	516	1,677
Database		7,909	-	7,909	6,834
Sundry expenses		504	-	504	160
Bank charges		2,372	-	2,372	2,330
Marketing and publicity		2,702	-	2,702	227.59
Meeting costs		339	-	339	40
Accountancy Fees		1,584	-	1,584	5280
Legal and professional fees		888	-	888	888
		163,104	**-**	**163,104**	**156,215**

5. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-22 £**	**Total 30-Sep-21 £**
Cash at Bank	175,738	1,292	177,030	147,636
	175,738	**1,292**	**177,030**	**147,636**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-22 £**	**Total 30-Sep-21 £**
Prepayments	-	-	-	-
	-	**-**	**-**	**-**

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-22 £**	**Total 30-Sep-21 £**
Trade Creditors	31,231	-	31,231	28,678
Independent Examination	1,080	-	1,080	720
	32,311	**-**	**32,311**	**29,398**

Notes to the financial statements (cont.)

8. STAFF COSTS AND NUMBERS	2022 TOTAL £	2021 TOTAL £
Gross Wages and Salaries	112,349	104,900
	112,349	**104,900**

The average number of staff employed by the organisation for the period was nil (2021: nil). Staff are employed by the University of Cardiff and costs are re-charged to the charity.

No employee received remuneration in excess of £60,000 (2021: None).

	£ TOTAL	£ TOTAL
Activities in furtherance of organisation's objects	1	1

9. DIRECTORS AND OTHER RELATED PARTIES

Key management personnel are deemed to be the Trustees as they oversee the management of the charity. No key management personnel were remunerated in the year to September 2022 (2021: None).

10.Gifts in Kind

An estimate of the support in kind, based on the value of the contribution to the charity, has been included as a donation and a cost, at amounts summarised below:

	£ 2022	£ 2021
Rent and utilities (Cardiff University)	30,000	30,000
	30,000	30,000

11. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

12. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

13. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

14.LIMITED LIABILITY

The company is limited by guarantee and has no share capital. In the event of it winding up, the liability of each member is limited to £1.

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AoME

ACADEMY OF MEDICAL EDUCATORS

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

ACADEMY OF MEDICAL EDUCATORS

England & Wales - Charity number 1128988

Accounts

AoME
ACADEMY OF MEDICAL EDUCATORS

Annual Report

for the year ended 30 September 2021

Trustees' report and unaudited financial statements

Academy of Medical Educators
Neuadd Meirionnydd, Heath Park
Cardiff CF14 4YS

aome.org

Company Number 05965178;
Registered Charity Number 1128988

Company Secretary: J Read

Registered Office:
Academy of Medical Educators,
2nd floor
Neuadd Meirionnydd,
Heath Park,
Cardiff CF14 4YS

Independent Examiners:
Independent Examiners Ltd
Unit 2,
The Broadbridge Business Centre,
Delling Lane, Bosham. PO18 8NF

Bankers:
Nat West Bank plc
St Paul's Branch
Juxon House
98 St Paul's Churchyard
London EC4M 8BU

OCTOBER 2020 - SEPTEMBER 2021

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01 The Academy's Council



Professor Jacky Hayden CBE
Jacky is President of the Academy. She has a number of other roles including Non-Executive Board Member at Plymouth Hospital NHS Trust.
Edu; ED; M; Po; PS



Lynne Allery is Reader and Director of Medical Education, and Programme Director for the MSc in Medical Education, at Cardiff University
M



Dr James Ashcroft is an Academic Clinical Fellow in General Surgery at Addenbrooke's Hospital with the University of Cambridge



Professor Paul Baker is Deputy Postgraduate Dean HEE NW. He trained as a Geriatrician in the North West.



Julie Browne, Deputy Chair of Council has been involved with AoME since its inception. She is Senior Lecturer in Academic Practice at Cardiff University. Julie was re-elected to Council in May 2021.
Edu; ED; M; Po; PS



Professor Aidan Byrne is a Consultant Anaesthetist and Honorary Professor at Swansea Medical School. He leads on the accreditation of courses for the Academy.
M; Po



Professor Nick Cooper is Medical Director, Physician Associate Studies, Peninsula Medical School and Director PA Schools Council. He is Chair of the Membership Committee and Lead Assessor.
A; Edu; ED; M; Po; PS



Dr Angharad Davies is Associate Professor and Honorary Consultant Microbiologist at Swansea University Medical School.
A; ED



Professor Alan Denison is Dean of Postgraduate Medicine, NHS Education for Scotland (North Region). He is co-chair of the AoME Professional Standards Committee.
A; Po; PS



Professor Louise Dubras
Louise is Foundation Dean of the School of Medicine, Ulster University
A; Edu; ED; Po



Dr Lisa-Jayne Edwards is a GP trainee based in Oxford. She leads on social media for the Developing Medical Educators' Group. Lisa-Jayne was elected to Council in May 2021.
D



Dr Mohamed Elhassan Abdalla Elsayed is a senior lecturer in Medical Education at the School of Medicine, University of Limerick. Mohamed was elected to Council in April 2021
Edu



Professor Adrian Freeman is Emeritus Professor of Medical Education and former Director of Assessments at Exeter University Medical School.
M



Professor Andrew Grant is Emeritus Professor at Swansea University. He is the Academy's Honorary Treasurer
A; Edu; M; PS

Council members usually serve a term of three years. Elections are held each autumn and all Members and Fellows in good standing are eligible to nominate themselves. In 2021 Council agreed a change to the Academy's Standing Orders removing the need for candidates to seek the support of two other AoME members. Further changes are planned for 2022 to ensure equity of opportunity for all members.



Dr Melvyn Jones is an Associate Professor at UCL Medical School, Head of primary care teaching at St George's, and a GP. He is co-chair of AoME's Professional Standards Committee.
A; PS



Dr Ratna Makker is an anaesthetist, and a simulation educator. Ratna was elected to Council in April 2021.
Edu



Professor Liz Mossop is Deputy Vice Chancellor (Student Development and Engagement) at the University of Lincoln. She is a veterinary surgeon.
Po; PS



Dr Russell Peek is a paediatrician and Director of Medical Education for Gloucestershire Hospitals Foundation Trust. Russell was elected to Council in May 2021.
A; M



Dr James Read is the Academy's Registrar. He is an Associate Specialist in Geriatric Medicine at University Hospitals Plymouth NHS Trust.
Edu; ED; PS; Po



Dr Gabriel Reedy is a Senior Lecturer in Clinical Education and Director of Clinical Professions Education at King's College London.
A; Edu; Po



Professor Andrew Smith is a consultant anaesthetist in Lancaster and Year 4 Director at Lancaster Medical School. Andrew was elected to Council in April 2021.
A; M



Dr Katy Stevenson is a GP Trainee at the University Hospitals Plymouth NHS Trust and previous Clinical Lecturer at The University of Plymouth. She is co-lead of the Developing Medical Educators' Group **D; Edu**



Dr Claire Stocker is Phase 1 Lead for Aston Medical School MBCHB, Senior Lecturer and Honorary Reader for the University of Buckingham. She is chair of the Education Committee.
A; Edu

Mrs Kate Burnett and Dr Ricky Frazer stood down as Council members in April 2021. The Academy thanks them for their service.

You can find more information about Council and its members on our website.
Council members take roles on standing committees and working groups:
A = Assessor; D = Developing Medical Educators; Edu = Education; ED = Equality and Diversity; M = Membership; PS = Professional Standards; Po = Policy

You can find out more about the work done in all of these areas later in the report.







Dr James Fisher, Dr Lewis Hendon-John and **Professor Ibrahim Inuwa** (l-r) are co-opted members of Council. Members can be co-opted for a term of one year, typically when they are leading on a project overseen by Council, or have specific knowledge or experience that is of benefit to Council. James and Lewis are co-leads of the Developing Medical Educators' Group. Ibrahim is a professor of Anatomy in Dubai.

03 Trustees' report

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the Academy of Medical Educators for the year ended 30 September 2021. The financial statements have been prepared in accordance with the accounting policies set out on pages 18 and 19, and comply with the applicable law, the Memorandum and Articles of Association and the requirements of the Charities SORP (Financial Reporting Standard (FRS) 102).

Objects and activities

Under its Articles of Association, the objects for which the Academy is established are the advancement of medical education for the public benefit in particular by:

a) the development of a curriculum and qualification system;
b) undertaking research for the continuing development of professional medical education; and
c) the promotion and dissemination of best practice in medical education.

The Academy of Medical Educators is a professional organisation, working nationally and internationally, for all those involved in medical education – the education and training of students and practitioners in medicine including physician associates, dentistry, and veterinary surgery. It aims to provide leadership, promote standards and support all those involved in the academic discipline of medical education. Through its *Professional Standards*, which serve as a guide to curriculum development, the Academy provides a recognised framework so that those in education can demonstrate expertise and achievements in medical education through accreditation as a medical teacher to an agreed national standard.

Public benefit statement

The Council, comprising the Trustees of the Academy, has referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing its aims and objectives and in planning the Academy's future activities. In particular, the Council considers how planned activities will contribute to the aims and objectives it has set.

The Trustees confirm that they have complied with the duty to have due regard to public benefit guidance published by the Commission, including the guidance 'Public benefit: Running a charity (PB2)' in exercising their powers and duties.

The Academy is founded on the recognition that the development and improvement of the training of medical practitioners will be to the benefit of the health of the general public. The Academy's activities in furtherance of the objects defined above directly address the maintenance and improvement of standards of medical training and practice, to the direct benefit of patients.

The Academy's activities are open to all who are able to benefit from them. Special rates are offered to students. Council does not consider there to be detriment from its activities or work.

04 Structure and governance

The Academy of Medical Educators was instigated at an informal meeting of interested medical educators and leaders held at the Royal College of Physicians in January 2006. It was then founded in October 2006 as the professional standard setting body for medical educators in the United Kingdom, becoming incorporated as a company limited by guarantee under the Companies Act 1985 on 12 October 2006. Formal elections were held in October 2007 and in December 2007 the first President, Professor John Bligh was elected for three years. The Academy was registered as a charity with the Charity Commission for England on 2 April 2009.

The Academy is run by a Council of Trustees who are also the Directors of the Company. Members of Council are elected by the members of the Academy, with additional members who may be appointed by Council. From April 2021 Council comprised 23 elected members, including the President. Honorary Officers and chairs of committees and working groups were elected by Council drawn from their number. The Honorary Officers and Council set the strategic direction of the Academy. An Executive Committee (comprising the President, Honorary Officers and chairs of standing committees) is responsible for overseeing the financial and administrative management of the Academy. Four full Council meetings, a Council Strategy Day, and seven Executive meetings were held during 2020/21.

In the elections in November 2020, confirmed at the AGM in April 2021, Julie Browne, Mohamed Elhassan Abdalla Elsayed, Ricky Frazer, Ratna Makker, Andrew Smith and Katherine Stevenson were elected for three years from April 2021. David Croisdale Appleby accepted Council's invitation to serve a further term as lay member. Following the resignations from Council of Kate Burnett and Ricky Frazer, a by-election was held in May 2021, at which Lisa-Jayne Edwards and Russell Peek were elected for the remainder of the resignees' terms of office (11 months, and two years 11 months respectively.)

The Academy employs three members of staff: CEO Tony Carlisle, and Administrative Officers Jodie Burnett Wren and Paul Yeboah-Afari.





While some social distancing restrictions have been lifted the team continues to work primarily from home, but maintains a base at Cardiff University School of Medicine. The Academy would like to express its gratitude for the enduring support it receives from the Medical School.

The team is the central point of contact for the Trustees, and all other AoME members and partners. It provides administrative, secretarial and technical support across all areas of the Academy's activity, including giving help and advice to potential members, course leaders and other stakeholders, maintaining financial records and processes, providing management reports, and ensuring governance obligations are met.

05 Strategy and the future of the Academy

With the current three year strategy in its final year, at its annual Strategy day in February 2021 the Academy's Council reflected on our progress during the previous two years, reviewed the plans for 2021, ensuring the next 12 months' activities meet our strategic objectives, and looked ahead to a refreshed strategy in 2022. Our three stated aims for the period were

1. To increase the level of respect and influence the Academy has across the medical education landscape in the UK (and internationally)
2. To achieve and maintain financial stability
3. To increase overall membership of AoME.

The Academy's administrative team has adapted to home working, using technology effectively and streamlining some operations. As we increase the scope of AoME resources for members there are correspondingly higher demands on staff time. We began an exercise to analyse how staff time is spent with a view to better focusing resources and spreading out activity

The team has developed skills in using technology to deliver events, for example the *Teaching in the time of COVID19* webinars in collaboration with Swansea University and the *Interrobang?!* micro-conference series. This virtual output is one of the ways we can minimise the impact of additional activities on the small staff team. Another is through Council and member-led activities, enabling staff to focus on key functions like membership application and assessment, and database and subscription management.

The Academy's first online AGM was a success with high attendance, demonstrating members' commitment and enthusiasm. The AGM passed two motions: to proceed with the revision of the *Professional Standards* including the addition of a fourth domain level aligning with a new grade of Principal Fellowship; and to publish a public register of members in good standing.

As detailed in the 2020 Annual Report the proposed accreditation by the Professional Standards Authority (PSA) will not be progressed for the time being, primarily for financial reasons. However, the guidance around policies and procedures provided by the PSA is extremely helpful to the Academy in ensuring its professionalism and the quality of its governance.

One of the key pieces of work identified is around the opportunity that the *Professional Standards* afford the Academy to engage with those at a senior level in medical education: statutory bodies, trusts and higher education institutions. The Academy will work with its partners and stakeholders to encourage the inclusion of the *Standards*, and of recognition against them (i.e. Membership or Fellowship of AoME) in job descriptions and development plans.

Over the next five years we will continue to seek to increase the Academy's reach. We have a role in lobbying for the professionalisation of medical education and need to make institutions aware of our value. We must understand our partners' priorities and objectives and develop strategies to support them. One specific area we have addressed is to promote the equivalence of AoME recognition with that of AdvanceHE in HEI's HESA returns (see page 10).

The Academy will engage with colleagues and students in medical, PA, dental and veterinary schools, foundation schools and with specialty trainees, to reinforce the idea of medical education as an active, valid career choice, rather than an 'add-on' to a clinical career.

We have agreed a change to our accredited course scheme, making the transition from accredited course to AoME membership easier and improving engagement from the start of the course. You can read more about the *Accreditation Plus* scheme on page 8.

The growth of the Developing Medical Educators group (DMEG) over the period has brought about an increase in activities and resources available for early career educators, and a huge improvement in the way they are recognised and represented by and within the Academy. The Academy recognises that it must engage with all its constituent groups, at all levels, across medicine, dentistry, veterinary surgery and other healthcare professions. DMEG is key in helping us to achieve this.

At the other end of the scale, our Honorary Fellows are a group with a wealth of influence, experience and esteem, and we were delighted by the response of these very senior educators in endorsing and helping to promote the revised *Standards*. Our Council and our Honorary Fellows have an ambassadorial role to play, helping us to reach education leaders.

06 Membership and assessment

During the period 2020 - 2021 the Academy's membership exceeded 1100 Members and Fellows in good standing.

New Applications 1 October 2020 to 30 September 2021

Membership Category	Application approved	Subscription remaining unpaid
Associate Member	67	36 (54%)
Student Member	3	2 (67%)
Member	180	12 (1%)
Fellow	31	31 (0%)
Total all categories	281	50 (18%)



Professor Nick Cooper is chair of the Membership Committee and lead assessor

Renewal rates 1 October 2020 to 30 September 2021

Membership Category	Subscriptions due for renewal	Subscriptions renewed
Associate Member	42	29 (69%)
Student Member	6	3 (50%)
Member	534	487 (91%)
Fellow	247	236 (96%)
Total all categories	829	755 (91%)
All categories and previously lapsed who renewed following reminder		71 (100%)
All categories, previously lapsed, and newly admitted members in good standing		1057* (128%)

These figures represent an anual growth rate of approximately 25%, which is encouraging. Over 60% of members pay their subscription by standing order or direct debit and the response to subscription reminders from those who do not is particularly good. The take up of Associate membership, following approval of application is still disappointing, and we are working on a way to charge the first year's subscription at the point of application to address this.

Following Professor Sean Hilton's review of the Fellowship assessment process, in February 2020, we have acted on a number of his report's recommendations, including providing special workshops for Members seeking to progress to Fellowship, with accompanying information resources; and arranging quarterly online training and benchmarking sessions for assessors. The Assessment Team is made up of experienced Members and Fellows working at an appropriate level. We hope these sessions have helped assessors to understand their vital role within the Academy and to afford them the engagement and opportunities for communicaton and feedback that help them in turn provide meaningful feedback to our applicants.

In January 2021 the following were active assessors:
Nick Cooper (Lead assessor) Alaa Abdelgabar, Tarig Fadlallah Altahir Ahmed, Sateesh Babu Arja, Anjan Banerjee, Julie Browne, Kate Burnett, Brian Carlin, Nick Cooper, Angharad Davies, Alan Richard Denison, Louise Dubras, Andrew Grant, Jennifer Anne Heathcote, Mary Higgins, Melvyn Jones, Mahzuz Karim, Ming Lee, Adam Livingston, Robert Namushi, Jim Price, Aylur Rajasri, John Sandars, Andrew Smith, Paul Stevens, Claire Stocker, Michael Vassallo

Course Accreditation
The most common route for achieving Membership is through one of the accredited courses for medical and clinical educators. Applicants who choose this route to membership complete an accredited course and submit their application together with a 500-word reflective statement based on our core values. 99% of applications received through this route are successful on first or second submission. Out of 180 new members between October 2020 and September 2021 165 were through course accreditation.

With the aim of increasing membership without reducing standards, Council has reviewed the process and agreed a new ***Accreditation Plus*** scheme which offers applicants a quicker route to MAcadMEd registration, with no requirement to submit further reflections, although sign off by the course leader is required.

In addition, by offering those undertaking accredited courses free Associate membership for a defined period, conversion to MAcadMEd at the end of the course is both easier and more likely. Undergraduate students undertaking intercalated and other degrees in medical and healthcare education are also able to take advantage of the scheme, which was not previously the case. Academy members need to be practising educators working independently in a professional capacity, but undergraduate students can take up Associate membership.

We will be rolling out ***Accreditation Plus*** in 2022*, communicating with existing course leads and courses that do not yet hold acreditation. A half day symposium ***Recognition of Excellence through Accredited Courses in Medical Education*** is planned for 14 June 2022, which will help to explain the new scheme, and also strengthen the Academy's relationships with course leads, providing a network and forum to discuss with peers the future demands and best practice in the healthcare education sector.



Professor Aidan Byrne and Professor Jim Price (l-r) who lead on course accreditation and the *Accreditation Plus* scheme

*The existing accreditation process will continue to be available for any course provider.

07 Professional Standards for medical, dental and veterinary educators

Establishing professional standards has always been the cornerstone of the Academy's activity, ensuring that those who are responsible for the education of doctors, dentists, veterinary surgeons and physician associates are able to achieve excellence, thus contributing to high quality patient care. The Academy's *Professional Standards* were adopted by the General Medical Council to set expectations of all medical trainers holding recognised positions.

The Academy uses these *Standards* to assess applications for Membership and Fellowship; they also form the framework that supports the award of Principal Fellowship which recognises excellence in educational leadership. We are proud of the number of educators who have already assessed themselves using previous versions of our *Professional Standards* and have chosen to join the Academy. Our *Standards* can also be used in job planning, appraisal and as a comprehensive framework for professional development. The Academy anticipates that the addition of a fourth level to each of the domains of practice will encourage their use in supporting and developing those who hold, or aspire to hold, educational leadership positions.





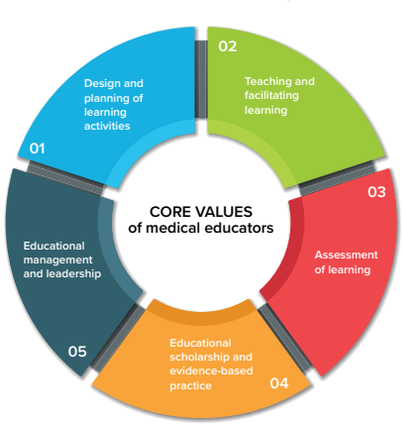
The review of the *Standards* was carried out by the Professional Standards Committee led by Professor Alan Denison and Dr Melvyn Jones (l-r).

The revised edition was developed after wide consultation across our membership and with key strategic organisations and individuals responsible for the education of doctors, dentists, veterinary surgeons and physician associates. We are confident that our *Standards* represent an authoritative consensus statement on the values, knowledge and behaviours that can be expected of a medical educator.

The *Standards* are available to download from the Academy's website. We hope that additional material contained in the booklet explaining the practical application of the *Standards*, outlining levels of recognition offered by the Academy, and their use in strategic planning and CPD, appraisal and revalidation will be useful to members and trusts and institutions alike.

We have heard from many medical educators about the benefit and uses of our *Standards* in recruitment, assessment and appraisal, and we always welcome further feedback. We have already received many positive comments on the new edition from our national and international community.

Do let us know how you are using the *Professional Standards*. We particularly welcome case studies and examples of their impact in your institution or professional setting.



> *"I have always relied heavily on this publication when being asked to judge applications for promotion and medical educator awards, so I welcome the new edition of The Academy's Standards as it ensures my judgments recognise current excellence"*

Professor Trudie E Roberts HonFAcadMEd
Professor of Medical Education,
Leeds Institute of Medical Education

Following a comprehensive consultation process in 2019 and ratification by the Annual General Meeting in April 2021 a fourth edition of the *Professional Standards* was published in September 2021

Membership and Fellowship – HESA recognition guidance

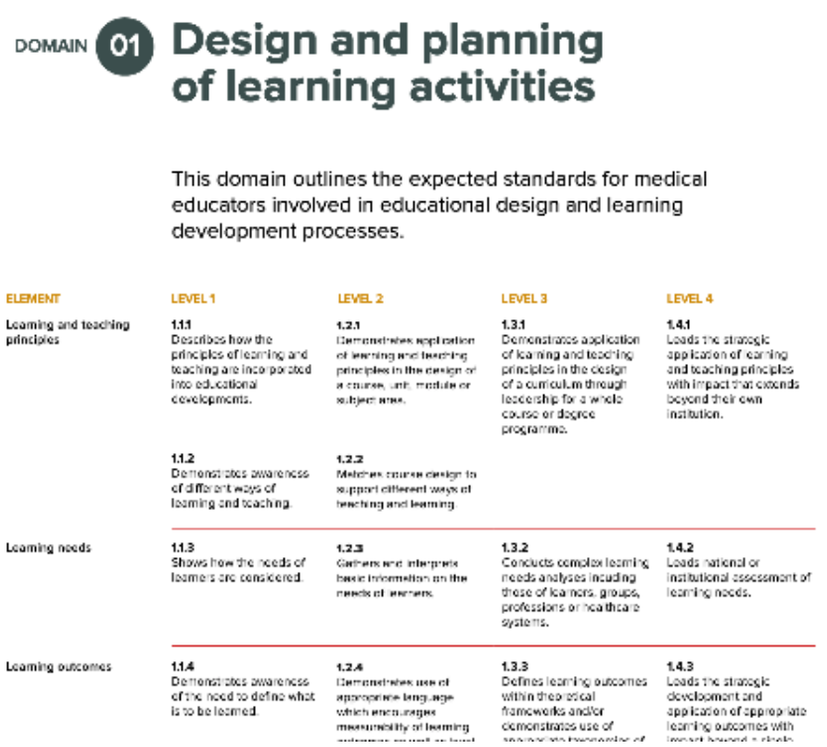
In response to enquiries from members and higher education institutions the Academy issued the following statement in 2021 relating to recognition against the *Standards* by the Higher Education Statistics Agency (HESA), and equivalence with AdvanceHE.

“The Academy of Medical Educators (AoME) is the multiprofessional organisation for those involved in the education and training of students and practitioners in medicine, dentistry and veterinary surgery. The AoME has developed a set of *Professional Standards*[1] which are an explicit statement of the values, skills, knowledge and practical capabilities required of those engaged in medical education. Individuals can seek assessment and recognition of their teaching practice against the standards at Membership and Fellowship level to gain the MAcadMEd or FAcadMEd postnominal. Assessment is a formal, peer reviewed process overseen by an embedded governance structure within the Academy.

HEI’s are required by HESA to collect and submit data relating to the academic teaching qualifications of academic staff. To assist HEIs in submitting data relating to the AoME accreditation scheme, colleagues with confirmed MAcadMEd or FAcadMEd status should be submitted under the 08 code – “accredited as a teacher of their subject by a professional UK body”[2]. This entry is of equivalent status to holding a PGCHE or AdvanceHE recognition, negating the need for these qualifications in addition to AoME recognition for the purposes of HESA returns. “

[1] See https://www.medicaleducators.org/Professional-Standards

[2] See https://www.hesa.ac.uk/collection/c19025/a/actchqual



DOMAIN 01 **Design and planning of learning activities**

This domain outlines the expected standards for medical educators involved in educational design and learning development processes.

ELEMENT	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
Learning and teaching principles	1.1.1 Describes how the principles of learning and teaching are incorporated into educational developments.	1.2.1 Demonstrates application of learning and teaching principles in the design of a course, unit, module or subject area.	1.3.1 Demonstrates application of learning and teaching principles in the design of a curriculum through leadership for a whole course or degree programme.	1.4.1 Leads the strategic application of learning and teaching principles with impact that extends beyond their own institution.
	1.1.2 Demonstrates awareness of different ways of learning and teaching.	1.2.2 Matches course design to support different ways of teaching and learning.		
Learning needs	1.1.3 Shows how the needs of learners are considered.	1.2.3 Gathers and interprets basic information on the needs of learners.	1.3.2 Conducts complex learning needs analyses including those of learners, groups, professions or healthcare systems.	1.4.2 Leads national or institutional assessment of learning needs.
Learning outcomes	1.1.4 Demonstrates awareness of the need to define what is to be learned.	1.2.4 Demonstrates use of appropriate language which encourages measurability of learning	1.3.3 Defines learning outcomes within theoretical frameworks and/or demonstrates use of	1.4.3 Leads the strategic development and application of appropriate learning outcomes with

The revised Standards are clearly set out and easy to use

09 Education

The period from October 2020 to September 2021 was a productive one for the Academy. Dr Claire Stocker, Education Committee Chair, and Tony Carlisle, CEO, worked with colleagues across the Academy, including the Membership and Professional Standards Committees, the Developing Medical Educators Group (DMEG), and the staff team to develop a two year programme of events and resources; supporting initiatives that meet our core objectives, but being mindful of what could realistically be achieved with the Academy's financial and human resources.



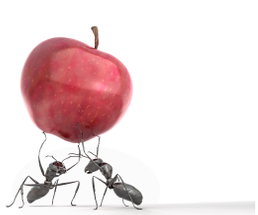



In November 2020 Professor Phil Newton, Swansea University Medical School, once again led the AoME *Education in the Time of Covid* webinar, this time as an integral part of the Faculty of Medical Leadership and Management's (FMLM) *Leaders in Healthcare* conference at which Jacky Hayden, our President also spoke. The webinar is still available on our website and we would like to thank Prof. Newton once again for his immense contribution.

These webinars were the springboard for an exciting new series of live online events under the umbrella *AoME Insights* addressing topics of interest to our members and the wider medical and healthcare education community. The first of these is *Tackling the imperative: Moving interprofessional education from the periphery to the core,* on 23 November 2021, featuring an impressive panel of experts.

ASME's Annual Scholarship Meeting *Medical Education Disrupted* took place on 8-9 July over a virtual platform. We were once again very pleased to be involved. The usual *AoME@ASME* workshop was delivered by DMEG and Prof Hayden co-presented a plenary lecture *Trusting Judgements - a new approach to progression without a numeric scale,* with Professor Colin Melville, GMC, and Dr Kim Walker, ASME.

The Academy's own annual academic meeting, postponed from spring 2020, ***Learning Together for Patient Care: Fall Back; Spring Forward,*** took place as a fully virtual conference over three days on 14, 15 and 16 September 2021. Learning from experience at our own and others' events we spread the content over three days, allowing time for professional and domestic commitments in between. The conference featured morning workshop streams and afternoon plenaries: keynotes, short presentations and rapid poster sessions.






Our keynote speakers were Professor Bryn Baxendale, Consultant Anaesthetist, Nottingham University Hospitals NHS Trust, whose theme was *Restore, Recover, Reform: the role of simulation,* and Ann James Chief Executive, University Hospitals Plymouth NHS Trust who spoke about *Learning from what's strong, not wrong,*

For the last plenary session of the conference Ann joined Mr James Bedford, Surgeon, Manchester, Professor Tom Lawson, PG Dean Health Education and Improvement Wales (HEIW), and Dr Shahid Merali, Lead for Primary Care Education, Aston Medical School, for a panel discussion *Backlog of Education: whose responsibility? (l-r)*





The event showcased work of an extremely high standard, and we were immensely proud particularly of the early career educators who participated. The debate, as we expected, revealed some strong feelings and this is a theme we will continue to explore with our community at future events.

The conference was also an opportunity for the President and Registrar to award Honorary Fellowships, our highest award for outstanding achievements in medical education.
The three very deserving recipients were Dr Andrew Long, Professor Karen Mattick, and Professor John Cookson (l-r).





And it was the platform for the launch of the revised *Professional Standards*. Delegates could choose to attend a workshop session lead by the co-chairs of the Professional Standards Committee, Professor Alan Denison and Dr Melvyn Jones on *Authenticating your practice with AoME Standards.*

We are planning a face to face conference for summer 2022, with the theme *Re-energising Medical Education: New Era, New Ways of Teaching and Learning.* In addition the Education Committee is working with the Membership Committee and the assessment team to present a symposium on *Recognition of Excellence through Accredited Courses in Medical Education.* The events will run consecutively on 14 and 15 June 2022, in Nottingham.

External relations

February saw the launch of the Academy's partnership with the Royal Society of Medicine, bringing a number of benefits to members. Full details are on our website

Jacky Hayden and Tony Carlisle attended the online event *Contributing to the NHS as an International doctor* in April to try to better understand how the Academy can support those bringing their skills to the UK from overseas.

The Academy actively seeks to contribute to relevant, professional consultations and made notable contributions to those concerning the future of Clinical Excellence Awards, and *Regulating Healthcare,* in June 2021.

On 18 and 29 June we attended two special events where the *On-Becoming* winter cohorts of 48 **physician associates**, celebrated their learning from the programme and showcased the impact this has had in their working lives and patients. *On-Becoming* is a national programme funded by Health Education England.

The Academy identified a need for resources to support those Members who are ready to apply for Fellowship and has developed a slide deck and a handbook to use at structured workshop and informal drop in sessions planned for winter 2021 and spring 2022.

Jacky Hayden, Julie Browne and Tony Carlisle continued to represent the Academy on the DEMEC (Developing Excellence in Medical Education Conference) organising committee. The five domains of the Academy's *Professional Standards* will one again provide structure for the programme and our members are active participants in the abstract review process. Sir Ken Calman himself will deliver the 2021 Calman Lecture at DEMEC!

All of the above activity represents a collaborative effort on the part of our Council, Committees, members and partners,coordinated by the Education Committee. You do not need to be on Council to get involved, and indeed we welcomed two new members to the Education Committee in 2021 - Dr Muhammed Khan and Dr Adam Livingston.

11 Developing medical educators



The Developing Medical Educators' Group, DMEG, aims to promote the development of early career educators including doctors, medical students, dentists, physician associates and veterinary educators and to provide support to new educators in their development to become Members of the Academy.

DMEG is open to all early career educators who are Student, Associate or full Members of AoME.

DMEG was officially formed in May 2021. The co-leads are Dr Jamie Fisher, Dr Lewis Hendon-John and Dr Katy Stevenson. DMEG brings together the former AoME *Early Careers Group*, the *Clinical Teaching Fellows Forum* and the group responsible for the online micro-conference series *Interrobang?!* which took place on three days over three months on 12 January, 9 February and 9 March 2021.

The *Interrobang?!* Committee, led by Jamie Fisher and Lewis Hendon-John included a diverse group of healthcare educators with an interest in interprofessional education. The keynote speakers were Julie Browne, Senior Lecturer in Academic Practice at Cardiff University and author of *Educators of Healthcare Professionals: agreeing a shared purpose,* Sylvia Langlois, Associate Professor in Occupational Science and Occupational Therapy, Centre for interprofessional Education, University of Toronto, and Richard Pitt, Chair of the Centre for the Advancement of Interprofessional Education in the UK (CAIPE). This was an excellent opportunity for inter-professional educators to network and present their studies, and for AoME to demonstrate how it can support them.

Interrobang?
An interprofessional medical education conference for curious people

In July 2021 DMEG represented the Academy at the ASME ASM with a highly interactive workshop - *So you want to develop a career as a 'Good' medical Educator?*

In September DMEG delivered the webinar *Teaching to Teach: A practical guide for the Developing Educator.*

DMEG has a comprehensive programme of events and opportunities for early career educators planned for 2021/2022 including quarterly seminars and networking events, an annual conference, DMEG Podcast and workshops, and open evenings. In 2022 the group will have sessions at the National Education Scotland Meeting: *Navigating a whole new world*; NACT's *Your Future in Medical Education;* AoME's summer conference, and at AMEE.

The exciting *Educatalks* Podcast series will be available from February 2022, starting with a fascinating conversation with Jacky Hayden!

DMEG is key to involving medical and healthcare educators at the start of their journey, introducing them to our values and standards framework and ensuring the continued professionalisation of the education workforce.

12 The British Student Doctor Journal

The British Student Doctor Journal (BSDJ) is a high quality, open access, peer-reviewed, general medical journal, which publishes articles written primarily by medical students. In addition to publishing original research and systematic reviews, it also provides a platform to medical students to express original thought and reflections on clinical practice, student life and medical education.

All content is fully open access, available without subscription and with no authorship charges. All articles published in BSDJ go through a rigorous peer-review process, led by its student editorial team. The governance of the journal is overseen by the faculty advisory board, and the journal is published by Cardiff University Press (CUP) and funded by Cardiff University School of Medicine. The journal is a publication of The Foundation for Medical Publishing, a charitable incorporated organisation registered in England and Wales (1189006), itself a subsidiary of the Academy of Medical Educators.

The British Student Doctor Journal is proud to be the official journal of the Academy of Medical Educators.

The BSDJ is an accredited member of COPE (The Committee on Publication Ethics), reflecting the journal's rigorous commitment to editorial best practice.

During the period October 2019 to September 2020 the BSDJ published two issues and two special supplements; Cardiff Centre for Medical Education (C4ME) and an LGBTQ+ supplement in association with GLADD (The Association of LGBTQ+Doctors and Dentists). The BSDJ published the top two most downloaded articles in the 2020/21 period of all CUP publications.









13 Equity, diversity and inclusion

In 2020 the Academy made a commitment to examine and improve its active promotion of equity, diversity and inclusivity throughout its spheres of influence. We took steps to encourage members to update their own protected characteristics data through the members' area of the website, directing them through newsletters and new member communications. From the charts below we can see that there is little change in 12 months to the information we hold, and most members still choose not to disclose ethnicity data. The same is true of most other protected characteristics. We will continue to encourage completion of the information, but it will always remain members' personal choice whether they do so or not.

Ethnicity	***Total***
Not stated	827
White English/Welsh/Scottish/NI/British	164
Indian	48
Arab	22
Other	14
Pakistani	14
White and Asian/Asian British	13
Prefer not to say	11
Irish	7
Caribbean	6
African	5
Bangladeshi	3
Chinese	3
White and Black African	2
White and Black Caribbean	1

Gender	***%***
Male	64%
Female	33%
Prefer not to say	2%
Other	1%

In addition to our statement on EDI we have enshrined a further commitment in to the Terms of Reference of each of our committees, for example, the Education Committee pledges to "take in to account AoME's commitment to providing equality of opportunity for all of its members endeavouring to listen to and understand the needs of the groups that make up its membership and the wider medical education community; not simply declaring its support for minority and under-represented groups, but actively addressing the challenges they face and standing with them against prejudice." We are always willing to listen to and work with our members to help us fulfil these commitments.

We have taken steps to make our Council election process more accessible to those without established networks in medical education, by removing the need for a proposer and seconder. This has resulted in more candidates standing at elections. We will be working with an established public sector election provider in 2022 to further improve our election processes.

14 Financial review

The Academy, as a membership organisation is dependent on membership fees to cover the costs of our activity. This is supplemented by other activity, such as conferences and webinars. We remain committed to ensuring the Academy represents value in an area where there are many membership and training costs. The 2020/21 financial period has seen the Academy make a surplus for the first time in three years, although within that time we have maintained reserves well in excess of Charity Commission recommendations.

An increase of approximately 10% in membership fees was implemented from 1 January 2021. Before this Academy membership fees had not increased since 2010. In addition, in March 2016 rates were simplified with all Members and Fellows paying either the higher or lower rate depending on salary. This streamlining resulted in an overall reduction in subscription rates.

The Academy has successfully navigated a course through the COVID19 pandemic and emerged in a competitive position. Our members have remained committed to the Academy's core values and the *Professional Standards*, and continue to value the recognition the Academy provides.

The accounts show a surplus of £26,654 (2020: deficit of £26,084).

Reserves
Overall fund balances carried forward stand at £130,744 (2020 £104,090)

As agreed in 2014, free reserves, (unrestricted funds in excess of amounts invested in fixed assets,) should be held which amount to at least six months expenditure. On this basis there would be a requirement for free reserves of around £93,785. At the year-end total free reserves were £130,744.





Professor Jacky Hayden CBE,
President

13 July 2022

Professor Andrew Grant,
Honorary Treasurer

13 July 2022

15 Statement of trustees' responsibilities

The Trustees (who are also Directors of The Academy of Medical Educators for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

a) select suitable accounting policies and then apply them consistently;
b) make judgements and estimates that are reasonable and prudent;
c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
d) state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

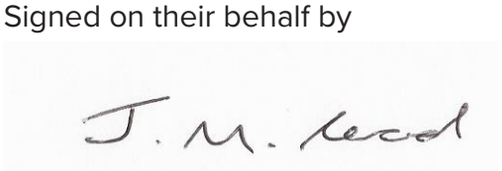
The Trustees are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the year ended 30th September 2021, and confirm that I have made available all information necessary for its preparation.

Approved by the Board on 13 July 2022

Signed on their behalf by



Dr Jamie Read
Company Secretary



Statement of financial activities for the year ended 30 September 2021

(Incorporating Income and Expenditure Account)

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL 2021** £	**TOTAL 2020** £
INCOMING RESOURCES						
Incoming Resources from Generated Funds						
Voluntary Income	**3a**	30,000	-	-	30,000	30,000
Charitable Activities	**3b**	152,798	-	-	152,798	110,495
Other Incoming Resources	**3c**	-	-	-	-	-
TOTAL INCOMING RESOURCES		**182,798**	**-**	**-**	**182,798**	**140,495**
RESOURCES EXPENDED						
Costs of Generating Funds						
Raising Funds	**4a**	873	-	-	873	1,407
Charitable Activities	**4b**	155,271	-	-	155,271	165,172
TOTAL RESOURCES EXPENDED		**156,144**	**-**	**-**	**156,145**	**166,579**
NET INCOMING/ (OUTGOING) RESOURCES		**26,654**	**-**	**-**	**26,654**	**(26,084)**
Total Funds Brought Forward		104,090	-	-	104,090	130,174
Gain on disposal of Asset					-	-
TOTAL FUNDS CARRIED FORWARD		**130,744**	**-**	**-**	**130,744**	**104,090**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 18 to 22 to form part of these financial statements.

17 Balance sheet as at 30 September 2021

	Note	Unrestricted Funds £	Restricted Funds £	30-Sep-21 Total £	30-Sep-20 Total £
Fixed Assets					
Intangible Assets	**2(a)**	12,250	-	12,250	13,154
Tangible Assets	**2(b)**	1,547	-	1,547	2,320
Current Assets					
Debtors & Prepayments	**6**	-	-	-	4,716
Cash at Bank and in Hand	**5**	147,636	-	147,636	118,336
Total Current Assets		**147,636**	**-**	**147,636**	**123,052**
Creditors: amounts falling due within one year	**7**	30,689	-	30,689	34,436
NET CURRENT ASSETS		116,947	-	116,947	88,616
TOTAL ASSETS less current liabilities		**130,744**	**-**	**130,744**	**104,090**
NET ASSETS		**130,744**	**-**	**130,744**	**104,090**
Funds of the Charity					
General Funds		130,744	-	130,744	104,090
Designated Funds		-	-	-	-
Restricted Funds	**5**	-	-	-	-
Total Funds		**130,744**	**-**	**130,744**	**104,090**

Directors' Responsibilities:

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

For the financial year ended 30 September 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

Approved and authorised for issue by the Board on 13 July 2022

Signed on their behalf by :

Print Name:



Jacky Hayden
Trustee
Company number 5965178

Notes to the financial statements for the year ended 30 September 2021

1. ACCOUNTING POLICIES

Company information

The Academy of Medical Educators is a charity limited by guarantee and incorporated in England and Wales. The registered office is Neuadd Meirionnydd, Heath Park, Cardiff, CF14 4YS.

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Critical Accounting Estimates and Judgements

In the application of the Charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant and are reviewed on an ongoing basis. Actual results may differ from these estimates.

There are two critical estimates included within the accounts. The first is depreciation and amortisation; the rate of depreciation charged on tangible fixed assets (and amortisation on intangible fixed assets) is based on the estimated useful life of the asset and this is reviewed annually. The other critical estimate is the value of gifts in kind which are estimated based on the cost of acquiring the gift on the open market.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Membership fees

Membership fees are renewable annually and are recognised on a receipts basis.

Grants and Donations

Grant are recognised when receivable, income is carried forward at the year end, as restricted fund, where amounts have not been fully spent in the year.

Sponsorship and Other income

Sponsorship and Other income is recognised when it is received.

Gifts in Kind

Where services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements as an estimate based on the value of the contribution to the charity.

Notes to the financial statements for the year ended 30 September 2021

1. ACCOUNTING POLICIES (Continued)

Incoming Resources (continued)

Investment Income
This is included in the accounts when receivable.

Investment Gains and Losses
This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition
Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Intangible assets
The coat of arms costs are not amortised as these are expected to be of continued long term benefit to the organisation.
The website and software costs are stated at cost less amortisation and impairment. Amortisation is provided at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following basis:

Website	33.33% Straight line
Software	33.33% Straight line

Tangible Fixed Assets

Fixed assets are capitalised where the item costs exceed £500. Depreciation is provided to write off the cost of the Fixed Assets over their estimated useful lives at the following annual rates:

Fixtures, fittings and equipment	15% Straight line
Computer equipment & website	33.33% Straight line

Fund accounting
Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Cash and Cash Equivalents
Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

Notes to the financial statements for the year ended 30 September 2021

2(a).INTANGIBLE FIXED ASSETS

		Website & Software	Coat of Arms	**Total 2021**
		£	£	£
Cost	30-Sep-20	121,324	12,250	133,574
Additions		-	-	-
Disposals		-	-	-
Cost at	30-Sep-21	**121,324**	**12,250**	**133,574**
Amortisation	30-Sep-20	120,420	-	120,420
Charge		904	-	904
Disposals				-
Depreciation at	30-Sep-21	121,324	-	121,324
Net Book Value	30-Sep-21	**-**	**12,250**	**12,250**
Net Book Value	30-Sep-20	**2,403**	**12,250**	**14,653**

2(b).TANGIBLE FIXED ASSETS

		Fixtures,Fittings & Equipment	Computer Equipment	**Total 2021**
		£	£	£
Cost	30-Sep-20	2,086	9,624	11,710
Additions		-	-	-
Disposals				-
Cost at	30-Sep-21	**2,086**	**9,624**	**11,710**
Depreciation	30-Sep-20	2,086	7,304	9,390
Charge		-	773	773
Disposals				-
Depreciation at	30-Sep-21	2,086	8,077	10,163
Net Book Value	30-Sep-21	**-**	**1,547**	**1,547**
Net Book Value	30-Sep-20	**-**	**-**	**-**

3. INCOMING RESOURCES

	Unrestricted Funds	Designated Funds	Restricted Funds	**TOTAL 2021**	**TOTAL 2020**
	£	£	£	£	£
a) Voluntary Income					
Rent and Utilities (Cardiff University)	30,000	-	-	30,000	30,000
	30,000	**-**	**-**	**30,000**	**30,000**
b) Charitable Activities					
Membership Subscriptions	135,671	-		135,671	104,538
Annual conference and Educational Activities	17,127	-		17,127	5,957
	152,798	**-**	**-**	**152,798**	**110,495**
c) Other Incoming Resources					
BSDJ	-	-	-	-	-
	-	**-**	**-**	**-**	**-**

Notes to the financial statements for the year ended 30 September 2021

4. RESOURCES EXPENDED

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL 2021** £	**TOTAL 2020** £
a) Raising Funds						
Advertising & PR		873	-	-	873	1,407
		873	-	-	873	1,407
b) Charitable Activities						
Educational activities		-	-	-	-	3,544
Staff Costs	**8**	104,900	-	-	104,900	103,516
Office running costs		1,663	-	0	1,663	1,293
Subscription refunds		1,272	-	-	1,272	-
Rent	**10**	30,000	-	-	30,000	30,000
Depreciation & amortisation		1,677	-	-	1,677	1,701
Database		6,834	-	-	6,834	6,116
Sundry expenses		160	-	-	160	432
Bank charges		2,330	-	-	2,330	2,084
Marketing and publicity		228	-	-	228	7782
Meeting costs		40	-	-	40	4048
Independent examiners fee		5,280	-	-	5,280	4656
Legal and professional fees		888	-	-	888	-
		155,271	**-**	**0**	**155,271**	**165,172**

5. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-21 £**	**Total 30-Sep-20 £**
Cash at Bank	147,636	-	147,636	118,336
	147,636	**-**	**147,636**	**118,336**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-21 £**	**Total 30-Sep-20 £**
Prepayments	-	-	-	4,716
	-	**-**	**-**	**4,716**

7. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	**Total 30-Sep-21 £**	**Total 30-Sep-20 £**
Trade Creditors	28,678	-	28,678	34,436
Independent Examination	720	-	720	-
Other Creditor	1,292	-	1,292	-
	30,690	**-**	**30,690**	**34,436**

Notes to the financial statements for the year ended 30 September 2021

8. STAFF COSTS AND NUMBERS

	TOTAL £	TOTAL £
Gross Wages and Salaries	104,900	103,516
	104,900	**103,516**

The average number of staff employed by the organisation for the period was nil (2020: nil). Staff are employed by the University of Cardiff and costs are re-charged to the charity.

No employee received remuneration in excess of £60,000 (2020: None).

	£ TOTAL	£ TOTAL
Activities in furtherance of organisation's objects	1	1

9. DIRECTORS AND OTHER RELATED PARTIES

Key management personnel are deemed to be the Trustees as they oversee the management of the charity. No key management personnel were remunerated in the year to September 2021 (2020: None).

10.Gifts in Kind

An estimate of the support in kind, based on the value of the contribution to the charity, has been included as a donation and a cost, at amounts summarised below:

	£ 2021	£ 2020
Rent and utilities (Cardiff University)	30,000	30,000
	30,000	30,000

11. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

12. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

13. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

14.LIMITED LIABILITY

The company is limited by guarantee and has no share capital. In the event of it winding up, the liability of each member is limited to £1.

23 Independent examiners report on the accounts

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed : 

Date : 14.7.22

Kim Gomes MAAT
Independent Examiners Ltd
Unit 2, Broadbridge Business Centre
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