



# AOME

**ACADEMY OF  
MEDICAL EDUCATORS**

Annual Report  
for the year ended 30 September 2024

Trustees' report and unaudited financial  
statements

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**aome.org**

Company Number 05965178;  
Registered Charity Number 1128988

**Company Secretary:** J Browne

**Registered Office:**  
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**Independent Examiners:**  
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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*<sup>[1]</sup> 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.

HEIs 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"<sup>[2]</sup>. 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/ct19025/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

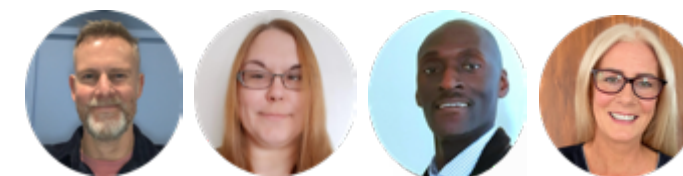
The Academy staff team is hosted within the Centre for Medical Education at Cardiff University. The Academy is, as ever, grateful to Cardiff for its ongoing support.

**Tony Carlisle** is the Executive Director of the Academy. He leads the team and is responsible for strategy implementation, Council liaison, 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**



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



**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**



**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**



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



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



**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**



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



**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 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**



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



**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**



**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**



**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**



**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 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**



**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 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. 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.

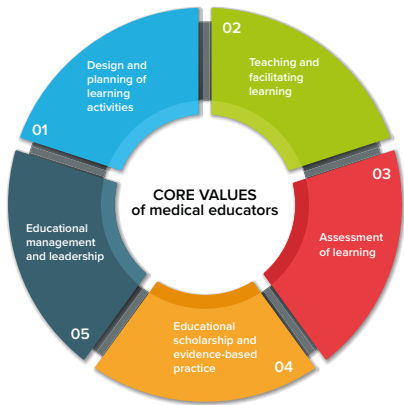
The Academy’s *Professional Standards* Framework makes explicit the values, skills, knowledge, and practical capabilities required of those engaged in medical education. and has been developed in wide consultation with the international community of professional medical educators.

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 educational 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 rigorous and equitable. We look forward to awarding an initial cohort of Princpal 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			Renewal rates 1 October 2022 to 30 September 2023		
Membership Category	Application approved	Subscription remaining unpaid	Membership Category	Subscriptions due for renewal	Subscriptions renewed
Associate Member	96	29 (30%)	Associate Member	61	44 (72%)
Student Member	5	1 (20%)	Student Member	6	5 (83%)
Member	265	16 (6%)	Member	967	779 (80%)
Fellow	17	0 (0%)	Fellow	276	229 (83%)
Total all categories	383	46 (12%)	<b>Total all categories</b>	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 appropriate 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 consensus 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 Educators'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 Maastricht, 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 relationship 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 contribute to a revision of the *Standards in Dentistry*. We are indebted 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 summer 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 continues 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, usually 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 latest 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.

<i><b>Ethnicity</b></i>	<i><b>2024</b></i>	<i><b>2023</b></i>	<i><b>Ethnicity</b></i>	<i><b>2024</b></i>	<i><b>2023</b></i>	<i><b>Ethnicity</b></i>	<i><b>2024</b></i>	<i><b>2023</b></i>
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%
<i><b>Gender</b></i>	<i><b>2024</b></i>	<i><b>2023</b></i>	<i><b>Gender</b></i>	<i><b>2024</b></i>	<i><b>2023</b></i>			
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 Education, 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 & MRCPPH, 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

Handwritten signature of Julie Browne in black ink.

# 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 : 

Date : 28.04.2025

# Statement of Financial Activities

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

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

## 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
	£	£	£	£
<b>a) Raising Funds</b>				
Advertising & PR	40,678	-	40,678	9,110
	<u>40,678</u>	<u>-</u>	<u>40,678</u>	<u>9,110</u>

## 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
		<u>135,147</u>	<u>21,489</u>	<u>156,636</u>	<u>208,574</u>

## 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
	<u>238,083</u>	<u>-</u>	<u>238,083</u>	<u>219,720</u>

## 6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund	Restricted Fund	Total 30-Sep-24	Total 30-Sep-23
	£	£	£	£
Debtors	182	-	182	182
	<u>182</u>	<u>-</u>	<u>182</u>	<u>182</u>

## 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
	<u>8,778</u>	<u>-</u>	<u>8,778</u>	<u>39,078</u>

# Notes to the Financial Statements (cont.)

## 8. STAFF COSTS AND NUMBERS

	2024 TOTAL	2023 TOTAL
	£	£
Gross Wages and Salaries	94,535	146,740
	<u>94,535</u>	<u>146,740</u>

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	-
	<u>-</u>	<u>20,164</u>	<u>(21,489)</u>	<u>1,325</u>	<u>-</u>

## 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
	<u>30,000</u>	<u>30,000</u>

## 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](http://aome.org)