



# Board Bulletin

September 2024

The directors of the UKBHC met on the 12<sup>th</sup> September and the following summary of the meeting is shared for information:

- The interim registrar reported on progress working through the backlog of registration applications since her appointment in mid-June. Of 89 applications awaiting approval 44 have been processed. However, recently, further applications have been discovered stuck within the website email system. The Board continues to apologise for delays in processing applications. Working through the backlog is a priority. If you are awaiting a response, please check junk/spam boxes. Going forward, the Board intends to produce a timeline and flowchart of the registration process.
- A change to the standing orders of the Board was agreed to bring the total number of professional directors to 8. Yunas Dudhwala was appointed as lead director for EDI [[see below for current Board structure](#)].
- Due to a lay director stepping down there is one vacancy for a lay director. Further details are [provided below](#) and with [the accompanying Expression of Interest form](#). The Board would be grateful if registrants would circulate details of the vacancy within their own networks.
- The Board is awaiting a report from the Professional Standards Authority (PSA) regarding information the PSA requires from the Board to continue to accredit the UKBHC. A considerable amount of work has been done over the last few months in relation to PSA accreditation. As visible evidence of our professional registration with UKBHC, and as approved by PSA, all fully registered chaplains are encouraged to include both UKBHC and PSA logos/quality marks as part of their email signature and on other chaplaincy communication. This helps promote the profession and gives assurance of their standing and practice.
- The Board approved a new Code of Conduct. A [copy is included in the mailing that contains the bulletin and will be uploaded to the website](#). [Brief details are included below](#). Please do read and familiarise yourself with it.

## Current Board Structure

Role / Lead Area	Name	Notes
Interim Chair	Derek Fraser	<i>Also Academic Standards Lead</i>
Secretary	Derek Johnston	
Interim Registrar	Allison Dean	<i>Non-voting Board member</i>
Treasurer	Claudia Francis	<i>Non-voting Board member</i>
Governance & Risk	Elizabeth Allison	
PSA	Graham Bell	
EDI	Yunus Dudhwala	
Professional Registration	Janelle Kingham	
Professional Conduct - Fitness to practice	Paul Nash	
Communication & Engagement	Mark Newitt	
Professional Advisors	Philip Wright	
SPLGSC	Dawn Allen	
CHCC	Sarah Crane	
ACGP	Sarah Giffen	
NIHCA	Michael McMillan	
AHPCC	Jill Thornton	
Wales Chaplaincy Forum	Benjamin Tugwell	
Lay Director	Martin Garrity	
Lay Director	Lorna Jones	
Lay Director	Charles Kingdon	
Lay Director	Linda Ross	
Lay Director	Michael Rowe	
Observer	Mark Evans	<i>National Spiritual Care Strategic Advisor Operational Lead Scotland</i>
Observer	Andrew Todd	<i>Academic Advisor</i>
Observer	Chaplaincy Forum Chair	
Observer	NPSRCH Chair	
<p>Email addresses for Board officers &amp; Professional Directors can be found on the website. Email addresses for Representative Directors &amp; Lay Directors will be added soon.</p>		

## Advert for Expressions of Interest in becoming a Lay Director

The UKBHC has an exciting volunteer opportunity for anyone who can demonstrate commitment to supporting the highest standards of safe and effective Chaplaincy - spiritual care in UK health and social care. If you care about the experience of patients, their families or of healthcare staff, this opportunity may be for you

Healthcare Chaplains promote pastoral, spiritual and religious wellbeing through skilled, compassionate, person-centred care. This is available to our patients, their families and carers, and to staff, volunteers and students. They enable people to celebrate according to their religion or belief within NHS and other healthcare settings, and support those facing very difficult situations such as the death of a loved one, psychosis, being diagnosed with life-threatening conditions and people who are receiving end of life care, as well as being alongside those who just appreciate having a listening ear or a time to chat.

The UK Board of Healthcare Chaplaincy (UKBHC) was established in 2009. The Purpose of 'the Board' is to safeguard the wellbeing of the public by ensuring that healthcare chaplains deliver the highest standards of safe and effective care.

In August 2017 the Professional Standards Authority (PSA) recognised the UKBHC as an Accredited Register. PSA is the regulatory body for all registers of health and social care professionals.

The UKBHC wishes to recruit one voluntary Lay Director to assist with the work of the Board. While registrants are not eligible to apply, we ask you to raise awareness of this opportunity by distributing the advert more widely as appropriate. The Board would particularly welcome interest from applicants who have experience, knowledge and skills in PSA and/or EDI.

PSA registration – To support the Lead officer as a point of contact with PSA, respond to queries relating to UKBHC continued accreditation with the PSA and comply with the annual revalidation process.

Equality, Diversity and Inclusion (EDI) – To support the Lead officer to oversee the practice and application of the UKBHC Equality, Diversity and Inclusion Strategy and ensure it remains relevant, up-to-date and in compliance with PSA.

Please see the accompanying Expression of Interest form for further information.

## Revised Code of Conduct

The revised [Code of Conduct](#) was written by a working group of the UKBHC managed by the Professional Conduct Lead for the Board. It has been subject to consultation over three drafts. The Code details the standards of proficiency that chaplains must adhere to in order to be registered with the UKBHC. It may also be adopted as a best practice guide for chaplains, volunteers, students, visiting ministers of religion and representatives of belief groups who are not registered with UKBHC. It is recommended that health providers refer to the Code in spiritual care/chaplaincy job descriptions and contracts of employment.

The code is presented under three headings, 1) Advocating person-centred-care, 2) Acting safely and ethically, 3) Advancing professionalism. These may be thought of as the three A's of healthcare chaplaincy. Each section begins with an explanatory paragraph before setting out the requirements of that domain.

The code is viewed as a living document and will be updated on the UKBHC website as necessary and formally reviewed every five years. Correspondence about the code may be sent to Paul Nash, the Professional Conduct Lead, at [professionalconduct.lead@ukbhc.org.uk](mailto:professionalconduct.lead@ukbhc.org.uk).