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*Research & Development*

# Research & Development Director's Report
# 3rd February 2018

Another busy month.  Following the two distinct remits:

## ACTO DEVELOPMENT

1. The development of ACTO including its constitution and the paperwork that goes with it for each of the section – it looks as if Adrian might be taking this over some of this with his excellent eye for detail. It makes sense to use Adrian's expertise for the development of the legal paperwork – the Mem and Arts and the Constitution. I can't stress how important it is for each of us to "live" the constitution and not see it only a document to remember to in moments of crisis.

2. As a Board I think it's probably all our responsibility, but I would recommend that this features highly on all our away days so that we always keep an edge and don't get comfortable.

   **More specifically, this month:**

3. In line with **GDPR** compliance requirements, we will need to appoint a GDPR officer. We should update the constitution to include this. **ACTION: Adrian for the constitution; The Board for the appointmen**t

4. Still regarding **GDPR**, Pip and Victoria will be presenting at the ACTO AGM (do we have this date confirmed yet). Could we add a GDPR page to the website which points to the main documents? Mieke and I can update this between us.

5. Organisational members: I am delighted to announce we have our first organisational member application. Perhaps there are others I am unaware of. I feel we need a Director with responsibility for liaising with organisations and bringing them on board, but also for making the real and valuable links between them. As a reminder all organisational member applications need to go to the board of directors.
   On dropbox, I have created 2 folders within 2017-2018 MEMBERSHIP Officer / Membership Sections / Organisational Members' Section /
   One folder is for the master paperwork for organisational members
   A second folder for actual organisational members. You'll find a subfolder there for PPH with the application form.
   I recommend we use a similar structure for each of the new sections.
   I have also created an Organisational Members Register in Excel which is in the same area.

6. Georgious's (Wolverhampton) research project is not on the website yet …. What is the procedure? Has this project been submitted to the Board officially?

7. International is not on the website as a working group.

# RESEARCH AND DEVELOPMENT

The R & D Working Group, has now met twice. The register of participants in the group is in the drobox folder. There ar e9 members of the group. If only we had more time!!! By we have made some useful progress even in two meetings. Here is a summary of those discussions:

a) We agreed to rotate the chair monthly. Alesia Moulton-Perkins will chair our March meeting. The chair information has been included in the register.
b) We have created two clusters:
   - CORE, led by Rachael Klug assisted by Alesia, Margareta, Jan and Pip
   - CYP, led by Jan Stiff, assisted by Margareta and Rachael.

c) We have already some projects:
   - Developing CORE as a research tool for ACTO members
   - Developing a library for ACTO members, AMP lead
   - Research projects, AMP lead

d) We have a googlesheet for main decisions – not yet being used much – access problems
e) We decided not to go for formal minutes but to all contribute to the text chat which would provide a record. This would be dropped into Word for easy reading.
f) Some important themes emerged:
   a. Working ethically
   b. Focus on sharing journal articles, developing research, helping members understand the evidence base. For the library project we need to pull together a spec which would go to Surrey students which would need to be attractive. Open source, mysql, tables and data fields, storage of sensitive information, PDFs, images, search criteria, keywords, templates, user-friendly, copyright issues, use creativecommons for copyright, Could include research projects (see research student section details).
   c. We need to create a template for reviews for apps, platforms, web sites, cloud stage. Also the reviews need to be managed in a team as there are so many ……. Suggest using orcha format. www.orcha.co.uk (holy grail of data security, clinical effectiveness and user experience), Reviews should include the therapeutic alliance, not just the technology.
   d. Need to keep an eye on emerging technologies AI and VR for example.
   e. Focussing on Children and Young People is important, hence the setting up of a cluster.
   f. We need to focus of evidence based research and pull this together regarding the efficacy of working online. The development of our CORE cluster is intended to at partially address this. CORE is proposing a pilot project with us. Rachael to follow up on this. John Mellor-Clark wanted to join the next meeting, but we felt more progress was needed first – also involve Sarah-Worley-James whose thesis was on CORE.
   g. We need to ensure that we keep members of ACTO at the heart of our projects and that these are relevant to their needs and employability and ultimately provide convincing arguments for working online therapeutically. We need to persuade commissioners and the NHS how online work can help.
   h. Margareta has developed the U-wheel which could be further explored.
   i. We need to keep our feet on the ground all we do should be user-friendly and inform practice and how our projects translate into ethical safe practice.
   j. We must benefit from Debbie's presence and knowledge to create good cybersecurity.
   k. GDPR is an currently important issue to consider

l.   MMP was asked to feed back to the Standards and Ethics Worthing Group that there are companies employing online therapists without training and governance checks

m.   Research projects – we could tie in with the doctoral programme at Surrey to suggest research project titles and subjects. Needed before November. 3 years to do the research. Also some Masters and smaller projects.

I have included other points that emerged from the first meeting so they don't get lost:

n.   Expert advice for trainees

o.   Potential research design

p.   Research themes that members could contribute to

q.   Framework of online skills, resources, conduct of research in ACTO, modalities of different systems and procedures

r.   Any research needs ethical approval

s.   Student research review cluster

t.   Supervision

u.   Body of resources for online supervisors

v.   **Linking recourses – PW to contact Geoff Simons about PPH and links**

w.   Key competencies that can be used by employers and researchers – a trainee could conduct some research e.g. a Delphi study (AMP could sources this with the Uni of Surrey, November)

x.   Student bursaries for small projects