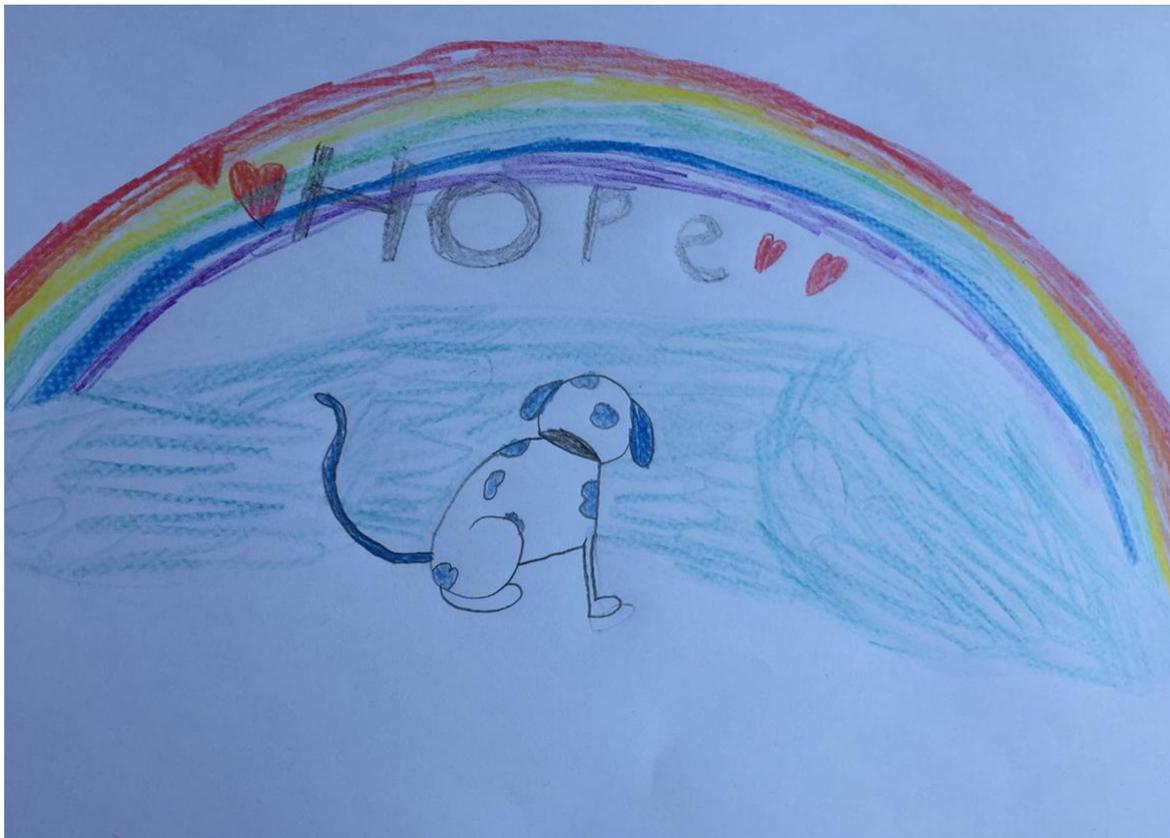




## SPRING 2020 NEWSLETTER



Drawing by Chloe age 7 years

## NARCH - COVID-19 RESPONSE

When we wrote our winter newsletter in December, little did we know that the world was about to be united in one common goal to win the fight against Corona virus, Covid-19. As we go to press with this spring newsletter, the second phase of lockdown in the UK is in effect.

It is vital that all RCHs regularly visit the NARCH website over the coming weeks as this is where we will be posting updates about the latest changes affecting us.

The NARCH Management committee have put several Covid-19 updates onto the NARCH website since mid March. Older updates are moved into the News/Press tab of the website. Please do visit the website if you have not already done so [www.narch.org.uk](http://www.narch.org.uk)

The following is a summary of updates made in response to the Covid-19 pandemic to date:

**JOB RETENTION SCHEME** – we are aware that many of you run your own businesses. The following links may be useful:

<https://www.gov.uk/guidance/claim-for-wage-costs-through-the-coronavirus-job-retention-scheme>

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses>

**POOL WATER MAINTENANCE DURING TEMPORARY CLOSURE** – you may find it helpful to visit the Pool Water Treatment Advisory Group Website (PWTAG) – [PWTAG Guidance on temporary closure of pools](#)

**CANINE FIRST AID REFRESHER COURSES** – NARCH rules have been relaxed allowing members to refresh their first aid by doing a NARCH approved online first aid refresher course. See the [First Aid Refresher](#) Guidance document in the [Resource Library](#) of the NARCH website where a specific list relating to online first aid refresher course providers can be found. At present only one online course meets NARCH requirements and this is the one offered by Greyfriars Training. We hope to have another online course provider approved and listed soon. This relaxation of our rules will be effective up to 1st September 2020.

**REDUCTION IN NARCH ANNUAL REGISTRATION FEES** – all active RCHs will have their annual registration renewal fee reduced from £115 to £85. Additionally, where the registration renewal date falls in the period 24th March 2020 to 24th June 2020 inclusive, a 3-month fee payment holiday will be granted.

#### HOW WILL THIS WORK IN PRACTICE?

For those RCH's whose annual registration renewal date falls in the period 24th March 2020 to 24th June 2020 inclusive, a 3-month fee payment holiday will be granted. Once a 3-month period has elapsed from the date of their original registration renewal date, NARCH will send an invoice to the RCH for the reduced sum of £85. This method ensures that all RCHs retain their same annual registration renewal date.

For all RCHs with a renewal date falling in the period 25th June 2020 up to and including 23rd March 2021, NARCH will send an invoice for the reduced annual registration renewal fee of £85.

Should any further periods of lockdown be put in place by the Government after 24th June 2020, up to and including 23rd March 2021 as a result of Covid-19, the NARCH Management Committee will review matters and advise accordingly.

#### DO RCHs NEED TO ALTER THEIR AUTOMATIC PAYMENT INSTRUCTIONS WITH PAYPAL?

No action will be required from RCHs. All RCHs who have a re-occurring automatic payment instruction in place with PayPal will receive a notification from PayPal that their instruction has been temporarily suspended. After 23rd March 2021, NARCH will ensure that all re-occurring automatic payment instructions are re-instated.

#### TO WHOM WILL THE REDUCED ANNUAL FEE APPLY

Please note that the reduced annual fee of £85 and the 3-month fee payment holiday, will only apply to those RCHs whose names appear on the NARCH Register and will not apply to those RCHs who are suspended from the NARCH Register.

**CHANGES TO NARCH 2020 ANNUAL CPD REQUIREMENTS** – all RCHs will shortly be sent by email a special CPD certificate entitled “COVID-19 CPD ALLOWANCE CERTIFICATE” awarded by the NARCH committee, providing 5 hours CPD.

This is being awarded to all RCHs in recognition of the information we have all had to absorb and the actions we have all had to take during these unprecedented times as a result of the Covid -19 pandemic.

When you receive this certificate by email, please upload the certificate to your NARCH CPD record for validation. Thereafter, you will need to undertake 15 hours CPD during the calendar year 2020 in order to complete your CPD record for 2020.

Please visit the NARCH website, Resource Library tab, to read our [CPD guidance document](#). It is accepted that due to Covid-19, CPD undertaken in 2020 will predominantly be made up of webinars, online learning and reading, as opposed to attendance-based options. We will be uploading more links to online course providers to the CPD Guidance Document in the Resource Library over the forthcoming months to assist you all.

## **NEW VET REFERRAL FORM TO BE UPLOADED TO RESOURCE LIBRARY**



Keep a look out for a new vet referral form that we will be uploading soon to the Resource Library. We hope this new form will assist you when requesting referral information from a vet.

Some RCHs have recently experienced resistance from some vets to sign referral forms for hydrotherapy. The vets are concerned that their referral could implicate them in the event that a hydrotherapist causes alleged injury to a patient through alleged negligent hydrotherapy and the owner attempts to bring a claim for professional negligence against the hydrotherapist and the vet.

## **SOAP NOTES – ALL PATIENT NOTES TO BE COMPLIANT BY 1ST APRIL 2021**



In our winter newsletter, we told you that we are now requiring all patient treatment notes to be written following the SOAP notes format which is used by the veterinary profession. Following this format will mean that all centres will be able to show clear clinical reasoning in their patient notes. SOAP is an acronym: **S-Subjective, O-Objective, A-Analysis, P-Plan**

We have now uploaded a [SOAP Presentation video](#) (mp4 format) and a pdf document entitled [Presentation slides for note taking](#) onto the Resource Library to assist those of you who may be unfamiliar.

The NARCH committee has agreed that, effective 1st April 2021, all RCHs must be able to demonstrate that their patient treatment notes have been written following SOAP notes format. The NARCH Guide to Professional Conduct will be amended to include SOAP notes as a requirement for all RCHs.

All patient treatment notes were checked during the 2019 audits and advice given where needed. Therefore you all have plenty of time to implement SOAP notes, if you have not already done so. When we are able to re-start audits, our auditors will be looking at patient treatment notes, focusing on SOAP notes format.

## NARCH EDUCATION SEMINAR – 11TH OCTOBER 2020

At the time of going to press, we are discussing various options open to us should we feel it inappropriate to hold our AGM and Education Seminar in October 2020 in its usual format due to the Covid-19 pandemic. Please do keep the date in your diary at the moment and we will update you in the near future.



**AND FINALLY.....**



The COVID-19 pandemic is a national emergency. The measures we are all being asked to put in place are to protect and preserve the health of the nation – our staff, our clients, the general public, our families, those in high risk category groups and above all our healthcare workers, emergency services personnel and those involved in food production and supply. We need our front line workers to stay healthy so that they can help us. We must all do our part if we are to slow down and ultimately stop this virus. Please do your part. And please stay safe and well.

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