



## **INFORMATION FOR NEW MEMBERS**

21 Portland Place  
London  
W1B 1PY  
Tel: 0207 631 8896  
[www.pre-op.org](http://www.pre-op.org)

## **The Association**

The Preoperative Association exists to benefit the health and care of people, both patients of the UK's National Health Service and of independent sectors of healthcare provision. In particular, the Preoperative Association exists to benefit people who have surgery planned. Our aims are to be achieved through the work of the members of the Association, in particular, through the identification of the preoperative services that most benefit patients (research & audit), the dissemination of this best practice (networking) and through ensuring the implementation of this practice (audit).

## **The Secretariat**

The Preoperative Association Secretariat is based at 21 Portland Place, London W1B 1PY. Our telephone number is 0207 631 8896 and fax number is 0207 631 4352. We can also be reached via email: [enquiries@pre-op.org](mailto:enquiries@pre-op.org) or [info@pre-op.org](mailto:info@pre-op.org)

## **Council**

The Preoperative Association is run via a Steering Group consisting of both lay and professional members. The Association will hold an AGM and meet at least twice a year. Currently the Steering Group consists of the following members:

Mrs Jane Jackson	- Chair	<a href="mailto:Jane.Jackson@whht.nhs.uk">Jane.Jackson@whht.nhs.uk</a>
Dr John Carlisle	- Treasurer	<a href="mailto:John.carlisle@nhs.net">John.carlisle@nhs.net</a>
Mrs Ali Curtis	- Secretary	<a href="mailto:Ali.Curtis@benenden.org.uk">Ali.Curtis@benenden.org.uk</a>
Dr David Earl	- Past Chair	<a href="mailto:earl@btinternet.com">earl@btinternet.com</a>
Mrs Marie Digner	- Membership/Newsletter	<a href="mailto:marie.digner@boltonh-tr.nwest.nhs.uk">marie.digner@boltonh-tr.nwest.nhs.uk</a>
Mr Lee Wadsworth	- Advertising & Marketing	<a href="mailto:MTBLee@aol.com">MTBLee@aol.com</a>
Dr Burra Murthy	- Webmaster & Chair Elect	<a href="mailto:bvsmurthy@blueyonder.co.uk">bvsmurthy@blueyonder.co.uk</a>
Mrs Joanne Bratchell	- Educational Support	<a href="mailto:Joanne.Bratchell@stgeorges.nhs.uk">Joanne.Bratchell@stgeorges.nhs.uk</a>
Dr Nick Lavies	- Educational Development	<a href="mailto:nick.lavies@wash.nhs.uk">nick.lavies@wash.nhs.uk</a>
Dr Rob Hill	- Sponsorship	<a href="mailto:dr.robhill@btinternet.com">dr.robhill@btinternet.com</a>
Dr Sameena Ahmed	- Website	<a href="mailto:sameena.ahmed@nuth.nhs.uk">sameena.ahmed@nuth.nhs.uk</a>
Dr Jeremy Rickford	- Educational Development	<a href="mailto:jeremy.rickford@nhs.net">jeremy.rickford@nhs.net</a>

## **BENEFITS OF MEMBERSHIP**

### **LIST OF GENERAL BENEFITS**

#### **1. MEMBERSHIP CAN SAVE YOU MONEY**

- 1.1. Reduced course fees for members
- 1.2. Course fees reduced further for early registration
- 1.3. Opportunity to apply for free departmental membership for one year
- 1.4. Opportunity to apply for departmental development grants, research grants and audit grants
- 1.5. Annual prizes to individuals and departments
- 1.6. Reduced price for the Association book of preoperative assessment.

#### **2. MEMBERSHIP CAN HELP YOU INFLUENCE OTHERS**

- 2.1. Present your work as a poster, abstract, paper, workshop or seminar.

- 2.2. Vote on issues important to you.
- 2.3. Lobby the steering group who will present your views to national organisations.
- 2.4. Vote on the membership of the steering group.
- 2.5. Nominate your candidacy for the steering group.
- 2.6. Influence national guidelines, frameworks, training, competencies and agendas.
- 2.7. Raise your profile in your community, whether it is a primary or secondary trust, or an independent unit.

### **3. MEMBERSHIP GIVES YOU THE ADVICE YOU NEED**

- 3.1. Ask the experts how to do it – if they don't know, they'll know someone who does.
- 3.2. Make sure that the mistakes you make are original – we'll tell you the ones that we made!
- 3.3. The Association is a communication hub – a one stop shop for external links to all matters affecting your preoperative process, clinic, patients and staff.
- 3.4. The Association is a sharing network – we will provide you with a database of all our members and their areas of expertise.
- 3.5. The Association is accessible anytime anywhere – use the web to access our network through our website (planning permission sought).
- 3.6. Find out:
  - what staff you need and what competencies they need
  - how to provide training, how to produce special study modules etc
  - what buildings you need
  - what guidelines you should follow
  - what audits you need to do
  - who you need to talk with
  - how to finance your developing needs
  - what information technology can do for you

### **4. MEMBERSHIP KEEPS YOU UP TO DATE**

- 4.1. News letter, straight to your inbox
- 4.2. 'Breaking news', as it happens

### **5. BE A MEMBER OF A COMMUNITY**

- 5.1. Don't be selfish, let others help and do some of the work for you
- 5.2. Learn how to work with others from other backgrounds
- 5.3. Attend our meetings with your colleagues, learn together and plan the future (before the future plans for you)
- 5.4. Teamwork doesn't happen unless you've worked with your team
- 5.5. Share your experiences and help others to learn your valuable lessons

### **6. ANAESTHETISTS AND CENTRALISED PREOPERATIVE ASSESSMENT CLINICS**

- improved coordination of primary and secondary care (agreed protocols for the clinic hypertensive, diabetes, patients on Warfarin etc).
- forging closer links between booking and assessment, between admission and discharge arrangements

- creating a system that is common for all patients and therefore efficient, yet is also tailored to each patient, identifying which patients need further preoperative assessment, thereby reducing the waste caused by the blanket routine assessment
- Improving the cooperation between departments, for instance agreeing rapid access to echocardiographic services.
- Providing an earlier assessment of patients so that problems can be sorted out
- Improving the process of consent for patients by providing information earlier and more completely

The Preoperative Association will provide Modernisation Agency Associates with the opportunities to fulfil their contractual obligations completely, or in part.

### **The Constitution**

A copy of the Preoperative Association's constitution is available upon request from the Preoperative Association Secretariat.