



British
Acupuncture
Council



Education and Accreditation Committees

Candidate pack

September 2026

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Introduction

Thank you for your interest in joining the British Acupuncture Council (BAcC). This information pack is designed to give you an overview of the BAcC's history, mission, vision, values and structure.



About the British Acupuncture Council (BAcC)

The BAcC is the leading self-regulatory body for the practice of traditional acupuncture in the UK. We are a member-led organisation with traditional acupuncturist members, governed by a Governing Board. The specialist staff team deliver membership services and support members to maintain professional standards. We provide our members with a wide range of services to facilitate their practice, and we also act for the traditional acupuncture profession as a whole.

The BAcC was one of the first organisations to become a Professional Standards Authority (PSA) Accredited Register. The Accredited Register scheme is designed to recognise that an accredited organisation maintains high standards of training, safe practice and professional conduct where the operational sector is not covered by statutory regulation.

Our vision

BAcC members being at the forefront of providing traditional acupuncture as an accepted and leading healthcare choice.

Our values

- **Holism:** We believe in holistic and personalised patient care.
- **Safety:** We believe in safe and responsible patient care.
- **Integrity:** We are committed to the highest professional and ethical standards in all our work.
- **Evidence:** We believe in evidence-based approaches founded in robust research.

Our mission

To promote members' professionalism, uphold learning and research, and celebrate diversity of practice.

- Promote members' excellent acupuncture skills and standards of safety.
- Uphold high standards of education and support members' research.
- Unify our members by celebrating the diversity of traditional acupuncture practice as well as valuing our common roots.



Our history

Prior to the genesis of the British Acupuncture Council in June 1995, there were five separate professional registers and member groups of the Council for Acupuncture (CFA 1980-95):

- **Chung San Acupuncture Society**, members having graduated from Lily Cheung's Chung San Acupuncture School
- **British Acupuncture Association and Register**, for graduates of the British College of

Acupuncture

- **Register of Traditional Chinese Medicine**, an independent register not affiliated with any college
- **International Register of Oriental Medicine (IROM)**, for graduates of the International College of Oriental Medicine
- **Traditional Acupuncture Society**, for graduates of the College of Traditional Acupuncture in Leamington Spa

It was unanimously agreed by the CFA members that one body should represent and govern professionally qualified traditional acupuncturists in all aspects of their work. Since its inception, the BAAC has sought to act as a voluntary self-regulator of its members.

A brief timeline

1989	British Acupuncture Accreditation Board (BAAB) established
1993	European Journal of Oriental Medicine (EJOM) publishes first issue
1995	British Acupuncture Council established
1999	World Health Organisation publishes Guidelines on Basic Training & Safety in Acupuncture
2000	House of Lords report on Complementary Medicine released
2011	Governing Board replaces BAAC Executive Committee
2013	BAAC achieves accreditation by Professional Standards Authority
2013	BAAC launches Acupuncture Awareness Week
2015	BAAC rebrand emphasising traditional acupuncture
2016	Welsh Public Health Bill recognises BAAC members
2020	COVID-19 secure guidelines produced in collaboration with RCHM
2021	New BAAC five-year strategy finalised and released
2024	Alex Jacobs appointed as Chief Executive Officer
2025	BAAC is 30 years old!

BAAC conference

The UK Conference of Chinese Medicine 2025, jointly organised by the BAAC and The Register of Chinese Herbal Medicine (RCHM), is the largest UK acupuncture conference and has an established reputation – not just at home but globally – for bringing together the world's authorities on acupuncture, at the same time as facilitating a programme of workshops, discussion forums and interactive sessions.

Our structure

The Chief Executive Officer leads the small team in Jeddo Road, West London W12 9HQ. Our team support our members through a range of services including professional development, mentoring, CPD, education standards, safe practice, professional conduct and membership services.

The Chief Executive Officer reports to a Governing Board, made up of five practitioner members and four lay members, which in turn is ultimately accountable to the BAAC Members.

The committees

In addition to their main function - oversight of the BAAC's educational and accreditation standards, the committees provide a home for discussion and debate around the strategic direction of the BAAC's educational policies. Additionally, both committee provide input into projects and proposed/planned future work/services relating to education.

The committees typically meet three times a year for the education committee and four for the accreditation committee.

Meetings are typically virtual (using MS Teams), with one in-person meeting a year so you will be adept at Chairing both online and in person meetings.

Both committees' terms of references have been included with this pack as appendices to provide an indication of the scope and responsibility of each committee.

Remuneration

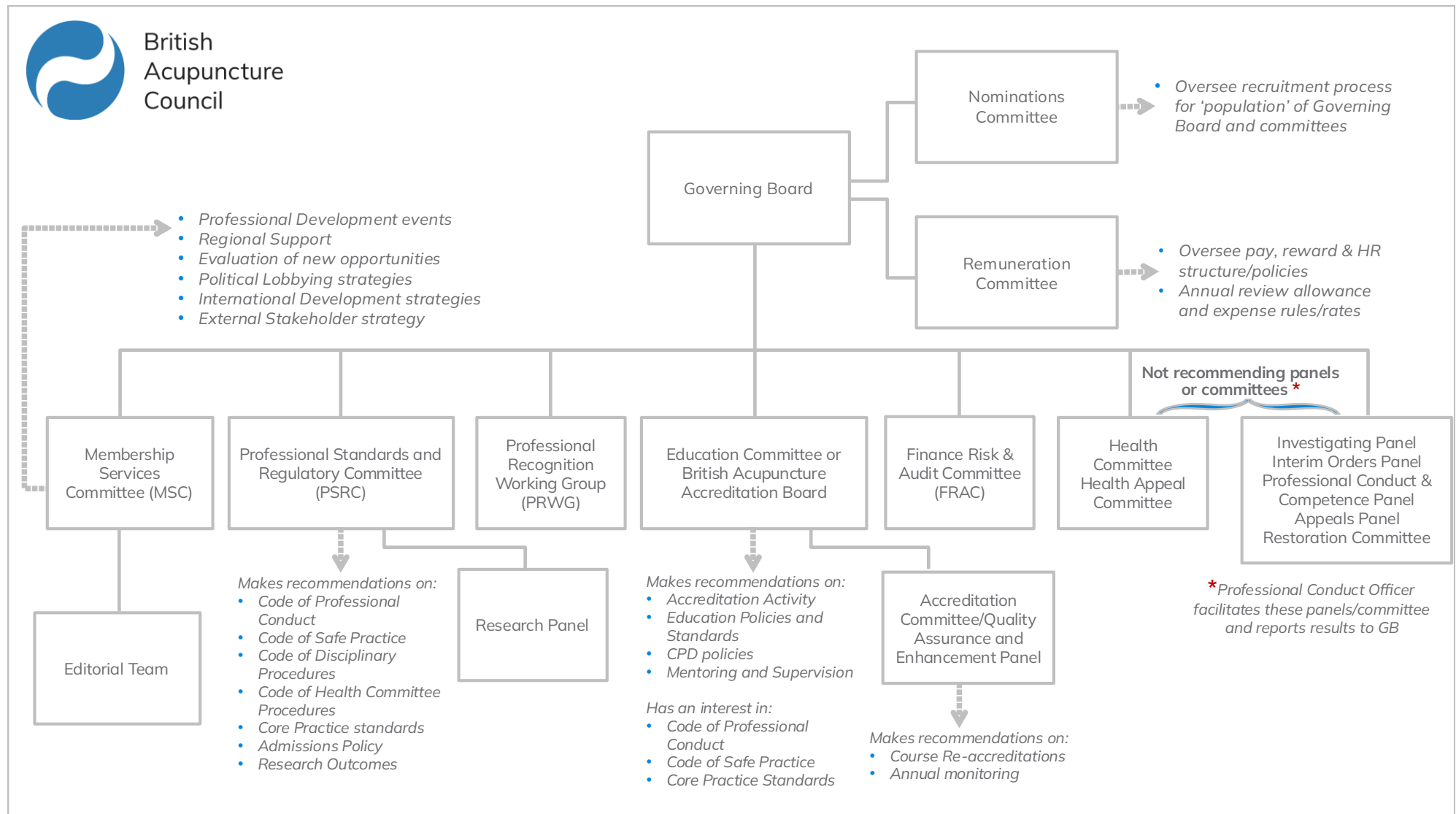
The BAAC offer remuneration for these positions including £75 pre-reading and between £75-150 per meeting depending on length of meeting (half day and full day).

Further information

For a discussion about the role(s) or the BAAC's current educational priorities please contact:

Nina Paterson – Deputy CEO/Education Manager
n.paterson@acupuncture.org.uk

Governance structure



Terms of Reference (ToR) – BAcC Education Committee (otherwise known as the British Acupuncture Accreditation Board)

1 Overall purpose

- 1.1 To provide oversight of the education function and make decisions on behalf of the British Acupuncture Council relating specifically to the accreditation of acupuncture courses using delegated decision-making powers as delegated by the Governing Board within defined parameters.
- 1.2 The scope of the delegated responsibility is set out within key responsibilities section below and because of its delegated authority and the cross-cutting nature of education with the BAcC other key functions, the Chair of the British Acupuncture Accreditation Board/Education committee will have the right to attend the Governing Board open meetings as a non-voting member.

2 Ensuring that decision making is transparent and guided by principles based on fairness, integrity and transparency

- 2.1 Historically this transparency was achieved through BAAB's independence as a separate company/entity. With BAAB's full integration, the education committee, and its sub committee the accreditation committee, have been granted delegated authority to carry out its accreditation function in such a way that allows BAcC to continue to demonstrate to the PSA that it meets PSA standard 6b (Strategic leadership and accountability) - prioritising public protection, and ensuring that there is clear separation between management of register, education and training provision, and professional association functions.
- 2.2 It is for these reasons that
 - The Chairs of both committees are lay and are appointed through a separate mechanism to other committees.
 - The committees have devolved autonomy when it comes to matters of accreditation
 - The Governing Board would only be permitted in exceptional circumstances to reject the committee's recommendations relating to accreditation
 - Members of the Governing Board with a real or perceived conflict of interest recuse themselves from decisions that could materially benefit them in roles outside of their Governing Board role.
 - The Chair of the Education Committee attends the Governing Board as a non-voting member and similarly that the Chair of the Accreditation Committee do likewise with the Education Committee.

3 Operational guidance

- 3.1** These Terms of Reference (ToR) set out the powers and composition of the British Acupuncture Accreditation Board/BAcC Education Committee.
- 3.2** Unless the context otherwise requires, words and expressions used in these ToR have the meanings given to them in the Memorandum and Articles of the Company.
- 3.3** These Terms of Reference should be read in conjunction with BAcC's Operational Guidance for the Governing Board and all Committees (OG). Any departure from the OG should be clearly stated in these Terms of Reference

4 Reporting

- 4.1** To the Governing Board.

5 Key responsibilities

- 5.1** To consider and advise the Governing Board on all educational matters (issues and policies) affecting acupuncture education.
- 5.2** To ensure excellence in acupuncture education within the UK and influence acupuncture's educational standards globally
- 5.3** To encourage institutional self-improvement by valuing diversity, creativity and innovation
- 5.4** To promote the education role of the British Acupuncture Council within acupuncture and wider fields
- 5.5** To promote the standards of education and with these curricula standards, celebrate the unique and diverse traditions of the profession.
- 5.6** To define, monitor and review British Acupuncture Council acupuncture education strategy, policy (at pre- and post-qualifying levels) and procedure in respect of:
 - Student applications and registration on accredited courses
 - Student attendance at, and completion of, accredited acupuncture courses
 - Benchmarking against external academic regulations, norms and practises governing taught courses operating at level 6 in England, Northern Ireland and Wales and level 9 in Scotland
 - The annual and periodic review of academic standards and the quality of the student experience on accredited courses
 - The operation of the British Acupuncture Council's student complaints procedures for taught students and monitoring thereof
 - All aspects of the taught student experience as set out within the British Acupuncture Education Standards (2021) and the Framework of Educational Standards for Accreditation (2024).
- 5.7** Taking account of the recommendations of the Accreditation Committee, agree the processes involved in acceptance of an institution's New Programme Proposal, Development to Full Accreditation, Full Accreditation and Re-accreditation, and the suspension and removal of this status.

- 5.8** Maintain the currency of knowledge of its membership about any issue related to education arising from developments in acupuncture, in higher education, in the education of other health care professions and to make recommendations to the Governing Board if appropriate.
- 5.9** Specifically, it will:
- Monitor developments in acupuncture education and practice, and in Higher Education generally, in the UK and other countries.
 - Review, and recommend revisions to, the BAAC guidelines for acupuncture education, in consultation with relevant stakeholders (e.g. BAAB, CHAC etc).
 - Review and recommend revisions to, the BAAC Standards of Education in consultation with relevant stakeholders.
 - Develop and review standards for CPD schemes operated or accredited by BAAC
 - Recommend to the Governing Board the processes involved in acceptance of an institution's New Programme Proposal, Development to Full Accreditation, Full Accreditation and Re-accreditation, and the suspension and removal of this status
 - Review the activity of itself and the Accreditation Committee over the past year and produce a standing item for the Governing Board including issues arising from institutional documentation, self-evaluation from the committee, feedback from the course providers, areas for commendation and development, a review the status of all course providers in a formal relationship with the Board, changes in Committee membership, and other matters of interest.
 - Respond on BAAC's behalf to consultative documents about the accreditation of pre-registration courses and other requests received, keeping the Board and other bodies informed.
- 5.10** For the above reasons and in order to manage the committee's delegated responsibility, **the Chair of the Education committee will attend the Governing Board as a non-voting member.**

6 Membership

- 6.1** To meet its terms of reference the Education Committee will:
- include members from a wide spectrum of acupuncture, education and health care professions and representatives of the public interest
 - include professional members who are experienced teachers in their field and have or are developing experience of accreditation
 - have sufficient numbers to undertake its business effectively and within reasonable budgetary expectations
- 6.1** The panel will consist of ten members made up of
- a lay Chair

- two representatives of the acupuncture profession BAcC members – recruit from membership
- two professionals with a health or education background who have experience of accreditation processes
- two representatives with wider non-acupuncture higher education experience
- a member of CHAC*
- a representative of patient/service user interests
- a student panel member*
- the Chair of the Accreditation Committee*

To note: those marked with an asterisk have non-voting rights

- 6.2** Only members of the Committee have the right to attend Committee meetings, supported by the Education Manager and an education officer. However, other individuals such as the Chief Executive Officer, other BAcC staff, Governing Board members, and external advisers, may be invited to attend all or part of any meeting as and when appropriate in an advisory capacity.
- 6.3** Appointments to the Committee shall be for a period of up to three years, which may be extended for a further three-year period, provided they meet the criteria for membership of the Committee.
- 6.4** Four years must pass before a previous member, or ex- member of staff, shall be eligible for re-/appointment to the committee.
- 6.5** Should a member resign within their term of office a replacement appointment will be made.
- 6.6** The Chair of the Committee shall be appointed by two members of the Governing Board, the vice-chair of the Education Committee and the education manager (who will be acting in an advisory capacity. The composition of any recruiting panel must ensure that it consists of two lay perspectives and two practitioners.
- 6.7** The quorum necessary for the transaction of ordinary business (including discussions, advising on policy or processes) shall be 5 which must include 3 voting members.
- 6.8** The quorum necessary for the transaction of accreditation business shall be 4 voting members, 2 of whom shall be acupuncturists not associated with, or working for a course provider. It is for this reason only that members of CHAC are considered non-voting members.
- 6.9** All members are expected to represent the public interest.
- 6.10** Similarly, all members shall act in the best interests of the profession and the British Acupuncture Council and not as if representing any institution or organisation.

7 Meetings and administration

- 7.1** Three per year

7.2 Meeting Secretary: Minutes will be taken by the BAcC Education Officer.

7.3 Agendas and minutes –

- Notice of each meeting confirming the venue, time and date together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, and any other person required to attend, no later than 5 working days before the date of the meeting. Supporting papers shall be sent to Committee members and to other attendees as appropriate, at the same time.
- Two of the three meetings of the Committee will be held videoconference.
- The Secretary shall minute the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance.
- The Chair shall ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly.

7.3.6 Minutes of Committee meetings shall be circulated promptly to all members of the Committee and once agreed, to all members of the Board, unless a conflict of interest exists.

7.4 The committee shall have full authority to commission any reports or surveys which it deems necessary to help it fulfil its obligations, subject to the usual budgeting process.

8 Delegated Authorities

8.1 Under the leadership of an **independent, lay Chair** the committee has delegated authority to

- approve and/or rescind accreditation status from colleges in accordance with the processes as set out within BAcC Standards of Education and BAAB Standards for the Education and Training for Acupuncture Programmes.
- Recommend to the Governing Board criteria for membership and the constitution of the committee
- Appoint members, including an independent lay Chair, to the Committee providing they meet the agreed criteria.

Approved by the Governing Board – 30.09.2025

Terms of Reference (ToR) – Accreditation Committee

1 Overall purpose

- 1.1 To undertake the substantive work related to the process of accepting institutions and courses in acupuncture, making recommendations and reports to the Governing Board, via the delegated Education Committee.
- 1.2 The scope of the delegated responsibility is set out within key responsibilities section below and because of its delegated authority and the cross-cutting nature of education with the BAAC other key functions, the Chair of the British Acupuncture Accreditation Committee will have the right to attend the Education Committee meetings as a non-voting member.

2 Operational guidance

- 2.1 These Terms of Reference (ToR) set out the powers and composition of the British Acupuncture Council's Accreditation Committee.
- 2.2 Unless the context otherwise requires, words and expressions used in these ToR have the meanings given to them in the Memorandum and Articles of the Company.
- 2.3 These Terms of Reference should be read in conjunction with BAAC's Operational Guidance for the Governing Board and all Committees (OG). Any departure from the OG should be clearly stated in these Terms of Reference

3 Reporting

- 3.1 To the Education Committee (also known as the British Acupuncture Accreditation Board)

4 Key responsibilities

- 4.1 Make recommendations to the Education Committee for the approval of:
 - The development of new programmes
 - Provisional, full accreditation and re-accreditation of pre-and post-qualifying programmes served by any schemes operated by British Acupuncture Council
 - Annual Monitoring decisions relating to accredited courses
- 4.2 Deliver and evaluate any enhancement activity such as the Teaching and Learning Forum, Educational or CPD initiatives on behalf of British Acupuncture Council.
- 4.3 Specifically, it will:
 - Appoint accreditation visitors who meet the criteria
 - Agree specific accreditation visit team membership proposed by the Education manager.

- Approve reviewers to review the documentation submitted by programme providers for all stages of the accreditation process
- consider the reports of (re-)accreditation visit teams and the observers and recommend to the Board acceptance or non-acceptance of institutions and courses into the various stages of the accreditation process and also removal of this status, detailing specific issues for consideration and the rationale for the decision
- review Annual Monitoring Audit Forms (AMAF) received from course providers, and bring issues of concern to the attention of the Board
- review the activity of the Committee over the past year and produce an annual review for the Board including issues arising from institutional documentation, self-evaluation from the committee, feedback from the course providers, areas for commendation and development, a review the status of all course providers in a formal relationship with the Board, changes in Committee membership, and other matters of interest
- support the Education Manager to deliver the education work for the following year, including the schedule of accreditation visits, review of documentation, issues for discussion and development of policies for recommendation to the Board
- nominate members to other committees, working groups or functions in response to requests
- respond on its own behalf to consultative documents about the accreditation of pre-registration courses and other requests received, keeping the Board and other bodies informed.
- Recommend to the Education Committee the processes involved in acceptance of an institution's New Programme Proposal, Development to Full Accreditation, Full Accreditation and Re-accreditation, and the suspension and removal of this status
- maintain the currency of knowledge of its membership about any issue related to accreditation arising from developments in acupuncture, in higher education, in the education of other health care professions and to make recommendations to the Board if appropriate
- undertake any other work relevant to the work of the Governing Board and/or the Education Committee at the request of the Board, the Education Committee, or its officers.

4.4 For the above reasons, particularly managing the committee's delegated responsibility, the Chair of the Accreditation Committee will attend the Education Committee as a non-voting member.

5 Membership

5.1 To meet its terms of reference the Accreditation Committee will:

- include members from a wide spectrum of acupuncture, education and health care professions and representatives of the public interest
 - include professional members who are experienced teachers in their field and have or are developing experience of accreditation
 - have sufficient numbers to undertake its business effectively and within reasonable budgetary expectations
- 5.2** The panel will consist of seven members made up of
- a lay Chair
 - two professionals with a health or education background who have experience of accreditation activity
 - three educationalists with higher education experience from within acupuncture
 - a representative of patient/service user interests
- 5.3** To note: To manage conflicts of interest and in accordance with the previously expressed views both of CHAC and the BAAC none of the acupuncturists should be a course leader or equivalent.
- 5.4** Only members of the Committee have the right to attend Committee meetings, supported by the Education Manager and an Education Officer. However, other individuals such as the Chief Executive Officer, other BAAC staff, and external advisers, may be invited to attend all or part of any meeting as and when appropriate in an advisory capacity.
- 5.5** Appointments to the Committee shall be for a period of up to three years, which may be extended for a further three-year period, provided they meet the criteria for membership of the Committee.
- 5.6** Four years must pass before a previous member, or ex- member of staff, shall be eligible for re-/appointment to the committee.
- 5.7** Should a member resign within their term of office a replacement appointment will be made.
- 5.8** The Chair of the Committee shall be appointed by a member of the Governing Board, the Chair of the Education Committee and another committee member, with the Education Manager acting as an advisory panel member. The composition of any recruiting panel must ensure that it consists of two lay perspectives and two practitioners.
- 5.9** The quorum necessary for the transaction of ordinary business (i.e. discussions, advising on policy or processes) shall be 5 members.
- 5.10** The quorum necessary for the transaction of accreditation business (including all decisions regarding New Programme Proposals, Development to Full Accreditation, Full Accreditation and Re-accreditation, and suspension and removal of accreditation) must consist of a minimum of acupuncturists not associated with, or working for a course provider, 2 other educationalists and normally one person representing the public interest (this can include the Chair as a lay member).
- 5.11** All members are expected to represent the public interest.

- 5.12** Similarly, all members shall act in the best interests of the profession and the British Acupuncture Council and not as if representing any institution or organisation.

6 Meetings and administration

- 6.1** Three per year
- 6.2** Meeting Secretary: Minutes will be taken by a BAAC Education Officer.
- 6.3** Agendas and minutes –
- 6.3.1** Notice of each meeting confirming the venue, time and date together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, and any other person required to attend, no later than 5 working days before the date of the meeting. Supporting papers shall be sent to Committee members and to other attendees as appropriate, at the same time.
 - 6.3.2** Two of the three meetings of the Committee will be held videoconference.
 - 6.3.3** The Secretary shall minute the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance.
 - 6.3.4** The Chair shall ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly.
 - 6.3.5** Minutes of Committee meetings shall be circulated promptly to all members of the Committee and once agreed, to all members of the Board, unless a conflict of interest exists.
- 6.4** The committee shall have full authority to commission any reports or surveys which it deems necessary to help it fulfil its obligations, subject to the usual budgeting process.

7 Delegated Authorities

- 7.1** Under the guidance of an **independent, lay Chair** the committee has delegated authority to
- Make recommendations to the Education Committee to approve and/or rescind accreditation status from colleges in accordance with the processes as set out within BAAC Standards of Education and BAAB Standards for the Education and Training for Acupuncture Programmes.
 - Recommend to the Governing Board, via the Education Committee, criteria for the membership and the constitution of the committee
 - Appoint members, including an independent lay Chair, to the Committee providing they meet the agreed criteria.

Approved by the Governing Board – 30.09.25