

# iPRAS Presidency Manifesto

A huge thank you to everyone who has participated and helped at our events this year, it was incredibly rewarding to see many of you enjoy the journey iPRAS has taken us on together. It has been our honour to take plastic surgical education to greater heights through innovative simulation workshops and in-depth exploration of underrepresented sub-specialties and we hope to build on such foundations in the upcoming year.

## Key Achievements & Innovations

- 1. EIP Conference International**
  - First global edition in IPRAS history, attracting speakers and delegates from abroad.
- 2. UK's First Student-Led Paeds Conference**
  - Pioneered a pediatric plastics conference addressing congenital anomalies and cleft care, entirely student-organized.
- 3. Aesthetics Teaching Series Debut**
  - Launched IPRAS's first dedicated aesthetics curriculum, including new rhinoplasty and blepharoplasty workshops.
- 4. Enhanced Collaborations**
  - Strengthened partnerships with Surg Soc, KCL PRASS, and BLAPRAS through joint conferences, shared resources, and cross-promotion.
- 5. New Workshop Pilots**
  - Introduced innovative sessions like hand syndactyly, ear reconstruction, rhinoplasty, blepharoplasty, wise pattern workshop.

## Our Plans for Next Year

- **Education:** Biweekly online teaching, a 2-day microsurgery course, flap dissection, drawing through reconstructive lenses, and a sculpting course.
- **Events/Social:** Panel discussions, networking evenings, anatomy/microsurgery competition, pub quiz socials, digital hackathon, pre-conference socials, Christmas dinner, and iPRAS Awards hosted by presidents.
- **Organization:** Task tracking, regular publicity check-ins, and clear delegation to involve all committee members in event planning with dedicated teams.

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## Event Timetable & Rationale

<b>Event</b>	<b>Timing</b>	<b>Rationale</b>
<b>Reconstructing the Stereotype (RTS)</b>	October	Introductory event to engage newcomers; scheduled before Surg Soc's Trauma Conference (November) to avoid competition with Surg Soc's Trauma Conference.
<b>Weekly Skills Sessions</b>	Weekly (Oct–Dec)	Address foundational skill gaps (e.g., suturing) through subcommittee-led workshops. Prepares delegates for advanced sessions.
<b>Paeds Conference</b>	December	First student-led pediatric plastics conference in the UK; pre-Christmas timing balances the calendar.
<b>Emergencies in Plastics (EIP)</b>	January	First international edition of EIP; post-Christmas scheduling avoids thematic clashes when it was held around trauma conference.
<b>Aesthetics Teaching Series</b>	February–March	New curriculum focused on aesthetics; bridges EIP and Micro Conference with advanced content.
<b>Micro Conference</b>	March	Retains spring slot for consistency; features advanced workshops
<b>Summer Cocktails Networking</b>	June	Closes the year with speaker/delegate networking; strengthens ties with partner societies. Invite all the speaker who have come and given talks during all the events in the year.

## **Key Changes & Rationale**

1. **Balanced Pre-Christmas Schedule**
  - Increased from **1 event** to **2 core events (RTS, Paeds)** + biweekly online talks, reducing publicity strain and maintaining engagement.
2. **External Event Coordination**
  - RTS (October) and EIP (January) strategically avoid Surg Soc's Trauma Conference (November), confirmed via collaboration.

3. **Subcommittee Empowerment (see below for structure)**
  - Weekly skills sessions delegated to subcommittees to streamline workload and foster leadership.
  - Ensure Subcommittee becomes more accustomed and easily take on core committee roles in the future.
4. **Year-Round Skill Progression**
  - **Oct–Dec:** Foundational skills → **Jan–Mar:** Advanced topics (EIP, Aesthetics, Micro) → **June:** Networking closure.

### **VP Pubs Subcommittee Roles (2 Members)**

#### **Core Responsibilities:**

1. **Content Calendar Creation**
  - Collaborate with the VP Pubs to plan a monthly/termly content calendar for Instagram, LinkedIn, and TikTok.
  - Align posts with upcoming events (e.g., conferences, workshops), holidays, or committee goals.
2. **Scheduling Posts**
  - Use tools like Canva to design and schedule posts in advance.
  - Ensure consistency in branding (colors, fonts, tone).
3. **Basic Analytics**
  - Track engagement (likes, shares, comments) and report trends to the VP Pubs

### **Events Subcommittee Roles (4 members)**

#### **Core Responsibilities:**

1. **Delegate Communications**
    - Send event-related emails (e.g., reminders, surveys) to delegates.
    - Distribute and analyze post-event feedback surveys.
  2. **Teaching Series Support**
    - Assist in planning logistics for workshops/lectures (e.g., booking rooms, preparing materials).
    - Coordinate with speakers or instructors (e.g., sending schedules, confirming attendance).
  3. **Skills Workshop Coordination**
    - Help organize hands-on sessions (e.g., suturing workshops).
    - Manage sign-ups, gather supplies, and set up equipment on the day.
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## **Committee Handbook:**

Task	Start Time Prior	Person In Charge	Completed?
Room Bookings	ASAP		
Risk Assessments Submitted To ICSMSU (Jacob Lee)	ASAP		
Risk Assessment + Event Proposal Submitted to ICU (Union Website)	ASAP		
Set Theme and Structure	3 Months		
Speaker Recruitment	2-3 Months		
Request Speakers' Profiles for Promotions	2-3 Months		
Request Speakers' Contact Number for WhatsApp Group Chat	2-3 Months		
Demonstrator Recruitment	2-3 Months		
Request Demonstrators' Contact Numbers for WhatsApp Group Chat	2-3 Months		
Email Sponsors	2-3 Months		
Pick a Charity for Fundraising (Fun Run, Ticket Sales, Bake Sale)	2-3 Months		
BAPRAS Accreditation + Request for BAPRAS Lanyards	2 Months		
Inventory Check	2 Months		
Finalise Publicity Schedule	2 Months		

Call Finance Meeting to Finalise Budget and Ticket Prices	2 Months		
Decide on Poster/Oral Presentations, Open Abstract Submission	1-2 Months		
Ensure Publicity On Track	1-2 Months		
Plan and Advertise Charity Fun Run	1-2 Months		
Make Conference Brochure	1 Month		
Finalise Research Project(s) - Pre and Post Surveys, OSATS	1 Month		
Contact Bakeries for Charity Bake Sale	3 Weeks		
Charity Fun Run	2-3 Weeks		
Speaker Gifts (Chocolates and Cards)	2 Weeks		
Send Welcome Email and Pre-Survey to Delegates	1 Week		
Make Registration Spreadsheet for Conference Day	1 Week		
Make Committee Rota	1 Week		
Call Committee Brief	1 Week		
Print Delegate, Workshop Demonstrators and Speaker Name Tags, Opening	1 Week		

Speeches			
Collect CostCo, Medical Meats, Equipment from iPRAS Storage, Bring to RCS	1 Day		
Thank You and Feedback Email to Delegates	<7 Days Post-Conference		
Thank You Post by Publicity Team	7 Days Post-Conference		

How to apply for BAPRAS Accreditation and Badging?

Email Anisa Begum, [anisa.begum@bapras.org.uk](mailto:anisa.begum@bapras.org.uk), with a completed event badging form, use the paediatric plastics one for reference (on One Drive) and state in your email a consultant plastic surgeon who's a full member of BAPRAS who's happy to support your badging application and also CC this consultant in that same email to Anisa

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Reflections on past conferences

## EiP

### What went well

- Conference organisation à lecturers, delegates
- Keep introductory remarks in as buffer
- All lectures
- Adapting to food circumstances. Let QnA panel overrun – wasn't noticed by delegates.
- Charity talk as buffer depending on speaker arrival
- Preparation day before, leave blading scalpels to conference day
- Jacob Lee v helpful and responsive
- Bake sale went well

### What could be improved

- Union replies à helpdesk phone number **02075948060** is helpful for chasing up

- ICU risk assessment templates, ICU normally limiting
- QnA panel: limit to 4 speakers, also give link to delegates in pre-conf email and morning of conf before lectures. Will know some questions before starting à easier for conf chairs to phrase
- Food order – call early in morning and get guarantee of delivery for afternoon. Note papa johns was late. Check online order
- Conf chairs to keep phones on and alert during lectures
- Strict timekeeping with workshops à keep 10 min floor changeover for buffer
- Needlestick injury during workshops à remind delegates not to handle needle and check throughout
- Workshops talks to go be posted earlier on pubs timetable à 1 post for all lectures, 1 post for all workshops, later release of normal workshop & lecturer slides
- More prompting from pubs team to conference chairs if details are unclear for posts
- Conference chairs and president to keep checking status of schedule and feeding back
- Clearer division of labour between pubs team à task allocation sheet

# Paeds

## What went well

- Conference organisation à prep and day went smooth
- 5 talks followed by workshops was a well-received structure à especially how workshops were related to lectures
- Speakers à Mr Somerlad, Dimi slow with replies, Derek Mendonca very responsive, Mr Sabbagh very responsive – happy to trial, Mr Markeson very helpful and stayed for workshop to help out
- Food order was very sleek, negotiate with pizza company, pick up from store instead of delivery
- For bake sale à ask to donate to just giving page à direct to source rather than card reader
- Timings were adhered to, great job
- Warning signs were great à make sure to print for next time
- Committee members should be encouraged to learn workshops and act like demonstrator f

## What could have been improved

- Basic suturing workshop / pre-conference workshop / group delegates / e-learning videos
- Mentimeter to submit questions
- Room booking was fine, union approval is a problem
- Guards mentioned that all SAF bookings must go through imperial events and ICU events is not enough. Follow up on this.
- Be extra careful in checking RCS wet labs post workshops, scalpel was left
- Tell pubs everything that needs to be done e.g. certificates, lanyards,
- Accept collaborator posts immediately
- Christmas and New Year period led to few delays wrt pubs and speaker contact
- Cleft lip models tore, replace torn models throughout the day
- Workshop preparation à trial workshop weeks in advance, lots of time was spent the night before in debulking meat, creating syndactyly models
- Ask butchers to give skin section of pork belly only for syndactyly
- Difficulty in demonstrator recruitment, last minute dropouts.
- Posters for all workshops
- Have projectors available for all workshops
- Ear recon moulds were lengthy to prepare



