

The Health Professions Council

COUNCIL MEETING

Wednesday 17 September 2003

11.00 am

The thirteenth meeting of the Health Professions Council will be held at the following location:

The Council Chamber
The Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

The Council meeting will be held in two parts. Part One will be open to members of the public. Part Two will held in private.

Marc Seale
Chief Executive and Registrar
4 September 2003

Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

Niamh O'Sullivan,
Secretary to Council

Telephone: 020 7840 9711
Fax: 020 7820 9684
email: niamh.osullivan@hpc-uk.org

Agenda – Part One – Open to Members of the Public

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| 1. | Apologies for Absence | Verbal |
| 2. | Approval of Agenda | |
| 3. | Minutes of the Council meeting held on 4 June 2003
From Secretary to Council-Niamh O’Sullivan | Enclosure 1
Paper HPC74/03 |
| 4. | Matters Arising | Verbal |
| 5. | President’s Report | Verbal |
| 6. | Chief Executive’s Report | Enclosure 2
Paper HPC75/03 |

Items for Discussion/Approval

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| 7. | Regulation of New Professions by the HPC
(Application and Presentation from the Clinical Perfusion Scientists)
From the Chief Executive-Marc Seale | Enclosure 3
Paper HPC76/03 |
| 8. | Notes of the meeting to discuss the structure of the register held on 21 July 2003
From the Secretary-Niamh O’Sullivan | Enclosure 4
Paper HPC77/03 |
| 9. | Structure of the Register
From the Chief Executive-Marc Seale | Enclosure 5
Paper HPC78/03 |
| 10. | Appointment of Chairman and Vice Chairman of Committees
From the Chief Executive-Marc Seale | Enclosure 6
Paper HPC79/03 |
| 11. | Minutes of the Communications Committee held on 10 July 2003
From the Chairman of the Communications Committee- Ann Foster | Enclosure 7
Paper HPC80/03 |
| 12. | Approvals Process for Publications
From the Executive -Chris Middleton | Enclosure 8
Paper HPC81/03 |
| 13. | Minutes of the Registration Committee held on 15 July 2003
From the Vice Chairman of the Registration Committee-Pam Sabine | Enclosure 9
Paper HPC82/03 |
| 14. | Minutes of the Finance and Resources Committee held on 22 July 2003
From the Chairman of the Finance and Resources Committee-Colin Lea | Enclosure 10
Paper HPC83/03 |
| 15. | HPC Statutory Accounts 2002-2003
From the Chairman of the Finance and Resources Committee-Colin Lea | Enclosure 11
Paper HPC84/03 |
| 16. | Expenses Policy for Council Members and Partners
From the Chairman of the Finance and Resources Committee-Colin Lea | Enclosure 12
Paper HPC85/03 |
| 17. | Consultation Papers received since the last meeting and those held over from 4 June 2003 Council meeting
From the Executive-Peter Burley | Enclosure 13
Paper HPC86/03 |

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| 18. | Consultation on sale, supply and administration of medicines by allied health professionals under patient group directions
From the Executive-Peter Burley | Enclosure 14
Paper HPC87/03 |
| 19. | Early receipt of allegations by the Council
From the Chairman of the Conduct and Competence Committee-Sandy Yule | Enclosure 15
Paper HPC88/03 |
| 20. | Appointment of Registered Medical Practitioner to the Conduct and Competence Committee
From the Chairman of the Conduct and Competence Committee-Sandy Yule | Enclosure 16
Paper HPC89/03 |
| 21. | Recommendation from Partner Appointments Panels
From the Executive-Denise Thompson | Enclosure 17
Paper HPC90/03 |
| 22. | Council for the Regulation of Healthcare Professionals Section 29 Referrals
From the Chief Executive-Marc Seale | Enclosure 18
Paper HPC91/03 |
| 23. | Dates of 2004/5 Council Meetings
From the Secretary to Council-Niamh O'Sullivan | Enclosure 19
Paper HPC92/03 |

Items to Note

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| 24. | Rules
From the Chief Executive-Marc Seale | Enclosure 20
Paper HPC93/03 |
| 25. | Appointment of Chief Executive/Registrar as Accounting Officer
From the Chief Executive-Marc Seale | Enclosure 21
Paper HPC94/03 |
| 26. | Freedom of Information Act
From the Executive-Roy Dunn | Enclosure 22
Paper HPC95/03 |
| 27. | Notes of the Health Committee held on 16 July 2003
From the Chairman of the Health Committee-Mary Crawford | Enclosure 23
Paper HPC96/03 |
| 28. | Minutes of the Conduct and Competence Committee held on 22 July 2003
From the Chairman of the Conduct and Competence Committee -Sandy Yule | Enclosure 24
Paper HPC97/03 |
| 29. | Minutes of the Education and Training Committee held on 30 July 2003
From the Chairman of the Education and Training Committee-Diane Waller | Enclosure 25
Paper HPC98/03 |
| 30. | Minutes of the Investigating Committee held on 31 July 2003
From the Chairman of the Investigating Committee-Neil Willis | Enclosure 26
Paper HPC99/03 |
| 31. | Council Members Induction at Park House
From the Secretary to Council-Niamh O'Sullivan-and Council member-Shaheen Chaudhry | Enclosure 27
Paper HPC100/03 |
| 32. | Health Service Circular/ Local Authority Circular
From the Chief Executive-Marc Seale | Enclosure 28
Paper HPC101/03 |
| 33. | Council Membership
From Secretary to Council-Niamh O'Sullivan | Enclosure 29
Paper HPC102/03 |

Items for Information

none

34. **Any Other Business**
Previously Notified to and Agreed by the Chairman
35. **Date & Time of Next Meeting**
12 noon on Wednesday 8 October 2003

Resolution

The Council is invited to adopt the following:

“The Council hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;

- (i) Information relating to a registrant, former registrant or applicant for registration
- (ii) Information relating to an employee or office holder, former employee or applicant for any post or office
- (iii) The terms of , or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property