

September 2003 – Chief Executive Operational Report

Marc Seale, Chief Executive and Registrar

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Chief Executive 1st June – 31st August 2003	
Completed Meetings	
Steve Bagshaw, Editor, Therapy Weekly	5 th June
Sandy Goulding, Dept of Health	17 th June
Belfast Listening Event	19 th June
Hilary Scott, Dept of Health	23 rd June
Chartered Society of Physiotherapy Regulatory Comm	24 th June
South Yorks Allied Health Profs/Healthcare Scientists	26 th June
Western Australia Health Committee	27 th June
PoW Foundation for Integrated Health	30 th June
CRHP S.29 meeting	30 th June
Nicola Lovelace, Therapy Weekly	2 nd July
The Big Register, The Hague	3 rd July
Adevia Health	4 th July
Department of Health	7 th July
British Dietetic Association	9 th July
Rosemary Klem visit	9 th July
College of Occupational Therapists	15 th July
Institute of Biomedical Science	21 st July
Dept of Health/QAA/NMC/HPC	23 rd July
Good Relations	24 th July
Department of Health	24 th July
Society of Radiographers	24 th July
CRHP	28 th July
Commission for Health Improvement	29 th July
College of Physical Therapists of British Columbia	14 th Aug

Scheduled Meetings	
CRHP	1 st Sept
British Dietetic Association	1 st Sept
CRHP	3 rd Sept
Health Professions Wales Management Group	9 th Sept
CRHP	11 th Sept
Association of Professional Ambulance Personnel	15 th Sept
Dept of Health/Reg Bodies	22 nd Sept
PoW Foundation for Integrated Health	26 th Sept
Health Regulatory Bodies	23 rd Oct
SMAE Annual Convention	24 th Oct
Strategy	
The Strategic Intent document published in April 2002 is being reviewed by the Executive with the assumption that it will be revisited by the Council on 8 th and 9 th October.	
Early Day Motion	
An EDM was laid in Parliament on 17 th July praying to annul the Registration & Fees Rules.	
Communications – Chris Middleton	
Annual Report	
A final verification meeting will be held in September.	
Listening Events	
50 registrants attended the Belfast event on 19 th June.	
Future events:	
Llandudno	4 th November (Imperial Hotel)

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Nottingham 17th February 2004 (Notts County Cricket Ground)
 Aberdeen 6th May 2004 (Aberdeen Football Club)

Website and Intranet

The website was extensively updated on 9th July and all HPC documents and brochures are available online. The intranet site continues to be expanded with a focus on information for employees.

Conferences

Completed: COT 9th July Glasgow
 Planned: CSP 17th October Birmingham

Letter to Registrants

A letter outlining the new changes that would be introduced on 9th July has been despatched.

Standards of Proficiency and Standards of Conduct, Performance and Ethics

Copies of the Standards of Proficiency and Standards of Conduct, Performance and Ethics have been despatched to all Registrants.

Education and Policy – Peter Burley

PLG – Course Approvals: Project has commenced
 PLG – CPD: Project has commenced
 PLG – Standards of Education & Training: Project has commenced

Course Approvals (Privy Council)

<u>Course</u>	<u>HEI</u>	<u>Date</u>
SLT	Un. of Central England in Birmingham	20 th June
Physiotherapy	South Bank University	20 th June
Radiography (D)	South Bank University	20 th June
Radiography (D p-t)	South Bank University	20 th June
Radiography (T p-t)	South Bank University	20 th June
Dietetics (PgD/MSc)	Leeds Metropolitan Univ.	26 th June
Dietetics	Leeds Metropolitan Univ.	26 th June
Chiropody	University of Salford	26 th June
Radiography	University of Teesside	26 th June
Occ. Therapy (PgD)	University of Teesside	26 th June
Dietetics	London Metropolitan Univ.	26 th June

Course Approvals (30th July Education & Training Committee)

New Programmes:

Dietetics	University of Liverpool (Chester College of Higher Education)
Occupational Therapy	Coventry University (Staffordshire University)
IHCD Paramedic Award	IHCD (Isle of Wight Ambulance Service Training Centre)
Radiotherapy	University of the West of England
Diagnostic Imaging	University of the West of England
Radiotherapy	University of Central England
Diagnostic Radiography	University of Central England

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Continued Approval:

IHCD Paramedic Award	S Yorkshire Ambulance Service
IHCD Paramedic Award	Hereford & Worcester Training Centre, Hereford & Worcester Ambulance Service
Radiography (Diagnostic)	University of Leeds
Speech & Language Therapy	University of Wales Institute, Cardiff

Minor Changes to Programme:

Speech & Language Therapy University of Reading

Consultations

The following consultation documents have been received:

Home Office: Computer Generated Prescriptions, Registers and Requisitions for Controlled Drugs (21.5.03)

NMC: The New Register, Election Scheme, Fitness to Practise (5.03)

MHRA: Request to extend pharmacy availability (9.6.03)

Home Office: Supplementary Prescribing of Controlled Drugs by Nurses and Pharmacists (11.7.03)

MHRA: Sale, Supply and Administration of Medicines by Allied Health Professionals under Patient Group Directions (31.7.03)

GMC: New Arrangements for GMC Registration and Licensure (7.03)

QCA, CEA, ACCAC: Revised Regulatory Criteria (11.8.03)

MHRA: Administration of Medicines by Ambulance

Paramedics: Amendment to the Prescription Only Medicines

(Human Use) Order 1997 (19.8.03)

Health Professions Wales: Constitution and Membership of Health Professions Wales (8.03)

Dept of Health: Enhancing Public Protection Proposals for the Statutory Regulation of Operating Department Practitioners (8.03)

Finance and Office Services - Paul Baker, Deborah Farley

Finance: 2003/4 Annual Budget

Final version to be presented to Council on 17th September.

182 Kennington Park Road

Planning application has been resubmitted to Lambeth Council. Response may take up to six months. In addition, an appeal on the original application has been lodged with the Secretary of State for the Environment.

Five Year Plan

Will be updated once 2003/4 Annual Budget approved by Council.

Refurbishment of Park House and Stannary Street

Interior has now been completed and snagging has commenced. Exterior refurbishment will be held over to summer 2004, with the exception of the "Front Garden".

Official Opening

John Hutton has agreed to formally open the refurbished Park House on 11th December.

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Fitness to Practise – Anne Barnes

Removal from the Register

Ms Anita Bhan's name was removed from the Physiotherapists Register on 7th August 2003.

Mr John McCarthy's name was removed from the Chiropodists Register on 29th August 2003.

Guidance Notes for Fitness to Practise Panels

Work is underway to produce first drafts of these documents.

Human Resources – Denise Thompson

All Staff Meeting

The next All Staff meeting has been set for Monday 22nd September.

New Appointments

Michael Burke	Caretaker
Mick Calligy	International Registration Dept
Eve Seal	International Registration Dept

Leavers

Nick Murphy	International Registration Dept
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Summer Barbecue

The annual summer barbecue was held on 25th July.

Executive Management Team

An offsite all day meeting has been scheduled for Friday 19th September to discuss Strategic Intent and communications.

Information Technology – Roy Dunn

IT – Registration System Project (LISA)

Project has now been completed.

Demonstration Day

HPC has invited representatives from all the UK regulators of health professions to learn about the LISA Project.

IT Strategy – Second Phase

Project to review IT options behind the new LISA system has commenced. A full report will be presented to the Finance and Resources Committee and the Council before April 2004.

ISO Accreditation

Preliminary meetings have been held.

New Professions – Cathy Savage

Completed Meetings

Institute of Sterile Services Management	25 th June
Foundation for Integrated Health	18 th August

Applications

Formal applications have been received from the Society of

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Clinical Perfusion Scientists (SCPS), the Registration Council for Clinical Physiologists (RCCP) and the Association of Dance Movement Therapists (ADMT).

Registration – Sarah Dawson, Claire Harkin

Grandparenting

Grandparenting applications are now being received.

International Registration

Applications using new HPC processes are now being used. However, CPSM applications are still being processed.

UK Registration

New Register was opened on 9th July.

Secretariat – Niamh O’Sullivan

No specific issues to report.

Transitional Arrangements

The Second Transitional Period commenced on 10th July 2003 and will finish not later than 9th July 2005.

Management Information

Six Reports are attached:

- 1 – Financial performance vs budget
- 2 – Allegations notified to HPC
- 3 – Investigations
- 4 – UK Registration Monthly Report
- 5 – International Registration Monthly Report
- 6 – Grandparenting

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