

THE HEALTH PROFESSIONS COUNCIL

Chief Executive and Registrar: Mr Marc Seale

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MINUTES of the thirtieth meeting of the Education and Training Committee held on **Tuesday 5 December 2006** at Park House, 184 Kennington Park Road, London, SE11 4BU.

PRESENT: Miss E Thornton (Chairman)
 Mrs S Chaudhry
 Ms H Davis
 Mrs S Drayton
 Ms C Farrell
 Dr C H Green
 Professor T Hazell
 Mr S Hutchins
 Professor C Lloyd
 Professor J Lucas
 Mr P McFadden
 Mr A Mount
 Miss G Pearson
 Mr D Proctor
 Miss P Sabine
 Mrs B Stuart

IN ATTENDANCE:

Mr C Bendall, Secretary to the Committee
 Ms A Creighton, Education Manager
 Mr M Guthrie, Policy Officer
 Mr S Mars, Policy Officer
 Mr G Ross-Sampson, Director of Operations
 Mr M Seale, Chief Executive and Registrar
 Ms R Tripp, Director of Policy & Standards
 Dr A van der Gaag, President

Item 1.06/84 APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Ms E Ellis, Professor J Harper and Professor D Waller.

Item 2.06/85 APPROVAL OF AGENDA

- 2.1 The Committee approved the agenda.
- 2.2 The Committee agreed that the following items should be discussed at future meetings:
 - 2.2.1 Separate approval of parts of undergraduate programmes, if the parts also formed stand-alone programmes (e.g. local anaesthesia programmes). The Committee agreed that Ms Sabine should contact the Secretary to the Committee with further details of the points which should be incorporated into a paper on the subject, for discussion at the next meeting.

Action: AC (by 28 March 2007)

- 2.2.2 Ongoing monitoring of approved programmes.

Action: AC (Ongoing)

- 2.2.3 Reconsideration of the policy on use of lay Visitors. The Committee noted that it had previously agreed that lay Visitors should only be used where a conflict of interest arose or where issues about practical/academic experience arose and an experienced registrant Visitor could not be found.

Action: AC (Ongoing)

Item 3.06/86 MINUTES OF THE EDUCATION AND TRAINING COMMITTEE MEETING HELD ON 28 SEPTEMBER 2006

- 3.1 The Committee agreed that the minutes of the twenty-ninth meeting of the Education and Training Committee should be confirmed as a true record and signed by the Chairman, subject to the following amendments:
 - 3.1.1 The list of those in attendance should include "Dr A van der Gaag, President".
 - 3.1.2 An additional sentence should be included in paragraph 12.5 and should read "It is up to each education provider to identify and use the most appropriate learning opportunities and teaching methods for their students to ensure that the Standards of Proficiency are met."

Item 4.06/87 MATTERS ARISING

- 4.1 The Committee received a paper to note from the Executive.

- 4.2 The Committee noted the action list as agreed at the last meeting.
- 4.3 In connection with action point 11, the Committee noted that the Department of Health's proposals for the new role of Approved Mental Health Professional applied to Wales. The Committee noted that although this role was currently a post-registration specialism, it was possible that it might in future become part of pre-registration training.
- 4.4 In connection with action point 14, the Committee noted that the Executive was considering whether Continuing Professional Development (CPD) profiles should be sent to individual assessors for audit or whether assessors should visit Park House to reach collective decisions on audits. There would be resource implications in either approach. The Committee noted that it was important that a progress report on implementation of CPD processes should be provided for the next meeting.

Action: CS (by 28 March 2007)

Item 5.06/88 CHAIRMAN'S REPORT

- 5.1 The Committee received a verbal report from the Chairman.
- 5.2 The Committee noted that the Chairman had attended the following meetings and events:
- The inaugural meeting of the Advisory Board for the Health Subject Centres, Higher Education Academy Learning and Teaching in Health;
 - The inaugural meeting of the Skills for Health Council;
 - A presentation in Manchester to education providers about the HPC's approvals and monitoring processes;
 - A question and answer panel on education at the Partner Conference in Glasgow;
 - A talk on CPD to Speech and Language Therapists in the north-west (held in Bolton);
 - A talk on the work of the Committee to the Association of Clinical Scientists Assessors Workshop.
- 5.3 The Committee noted that the Chairman had approved example CPD profiles for physiotherapists, for publication on the HPC website.

Item 6.06/89 EDUCATION MANAGER'S REPORT

- 6.1 The Committee received a report on the work of the Education - Approvals and Monitoring Department.
- 6.2 The Committee noted that the programme of approvals visits for the 2006-7 academic year was now at capacity. The Department was now holding a "standby list" and would attempt to reallocate cancelled visit

slots to education providers on the list. The Committee noted that there was no guarantee that this would result in a visit during the 2006-7 academic year and the Department was advising education providers which requested a visit to delay the start of the programme until February 2008 or September 2008.

- 6.3 The Committee noted that the Department was finalising the revised publications and correspondence for the annual monitoring process, before starting the process for 2006-7.
- 6.4 The Committee noted that the Department had completed the six presentations to education providers across the UK. Initial feedback from attendees had been positive and the Department intended to collect formal feedback, for use in deciding the nature of future presentations.
- 6.5 The Committee noted that the Department's workplan included considering withdrawal of approval from historically approved programmes which were no longer run.
- 6.6 The Committee noted that the Department would visit the programmes run by the Institute of Biomedical Science and the Association of Clinical Scientists.
- 6.7 The Committee noted that the Department had arranged training for Visitors in professions where there were insufficient numbers of Visitors and refresher training for Visitors trained in 2004.

Item 7.06/90 FEES RISE CONSULTATION

- 7.1 The Committee received a paper for discussion/approval from the Executive.
- 7.2 The Committee noted that the Health Professions Order 2001 required that, before determining or varying any fees, the Council should consult interested parties, including the Education and Training Committee. The paper invited the Committee to respond to the consultation.
- 7.3 The Committee agreed with all of the consultation questions, except for question 3, which set out an alternative proposal for the fees. The Committee agreed with question 4, which proposed that applicants for registration who successfully completed an approved course and applied within two years of completion, should pay a £30 scrutiny fee on application and a discounted registration fee of £36 per year for the first two years of registration.
- 7.4 The Committee agreed that it should respond to the consultation as set out above.

Action: MG (by 6 February 2007)

Item 8.06/91 STANDARDS WORKPLAN

- 8.1 The Committee received a paper for discussion/approval from the Executive.
- 8.2 The Committee noted that the paper set out the proposed aims and direction of the Council's work on standards. In particular, it set out the rationale for reviewing the standards, producing guidance and ongoing and periodic review of the standards. The Committee noted that the workplan had been considered and approved by the Health, Investigating and Conduct and Competence Committees.
- 8.3 The Committee agreed that the standards of CPD should be reviewed after the first few professions had been audited.
- 8.4 The Committee noted the high quality of the paper and thanked the Executive for their work.
- 8.5 The Committee agreed to recommend the workplan to the Council for approval.

Action: MG (by 28 March 2007)

Item 9.06/93 PROPOSED AMENDMENTS TO EDUCATION AND TRAINING COMMITTEE SCHEME OF DELEGATION

- 9.1 The Committee received a paper for discussion/approval from the Executive.
- 9.2 The Committee noted that, at its meeting on 28 September, it had recommended to the Council that the Approvals Committee should be disbanded. The Committee noted that the proposed disbandment was due to be considered by the Council on 14 December 2006.
- 9.3 The Committee noted that, if the proposed disbandment was agreed by the Council, the Committee's Scheme of Delegation would need to be amended, to draw back powers which had been delegated to the Approvals Committee.
- 9.4 The Committee noted that the proposed amendments had been checked by the HPC's solicitor and parliamentary agent.
- 9.5 The Committee agreed that the Scheme of Delegation should be amended as shown in the appendix to the paper, with effect from 1 January 2007, subject to the Council's decision on whether to disband the Approvals Committee.

Action: CB (by 1 January 2007)

Item 10.06/94 POLICY AND STANDARDS DEPARTMENT WORKPLAN

- 10.1 The Committee received a tabled paper for discussion/approval from the Executive.
- 10.2 The Committee received a verbal progress report on the strategic issues which it had identified at its meeting on 11 April 2006.
- 10.3 The Committee noted that the Policy and Standards Department Workplan, which had been approved by the Council on 12 September 2006, and which contained the work for the Policy and Standards Department for the whole year, over all areas, had been amended to include the strategic issues identified by the Committee.
- 10.4 The Committee agreed that a paper should be prepared for the next Committee meeting, drawing out education issues from the approved workplan. The Committee agreed that the paper should clarify which issues in the workplan were the responsibility of the Committee and should allow the Committee to review work completed and to prioritise their work.
- Action: RT (by 28 March 2007)**
- 10.5 The Committee noted that the discussion raised wider issues about the respective strategic responsibilities of the Committees and the Executive and that this was likely to be discussed at the Council meeting on 14 December 2006.

Item 11.06/95 REPORTS FROM EDUCATION AND TRAINING COMMITTEE REPRESENTATIVES AT EXTERNAL MEETINGS

- 11.1 The Committee received a paper to note from the Executive. A report on the Allied Health Professions Career Framework Strategy Group, organised by Skills for Health and held on 17 November 2006, was tabled.
- 11.2 The Committee noted that Skills for Health and Skills for Care had agreed a three part strategy to continue the development of new roles across health and social care.
- 11.3 The Committee agreed that the HPC should take a proactive approach to the work of Skills for Health and that a member would raise this as an item of any other business at the Council meeting on 14 December.
- 11.4 The Committee noted the reports.

**Item 12.06/96 UNCONFIRMED MINUTES OF THE APPROVALS
COMMITTEE HELD ON 2 NOVEMBER 2006**

- 12.1 The Committee noted the unconfirmed minutes of the Approvals Committee held on 2 November 2006.

**Item 13.06/97 2005/36/EC (PROFESSIONAL QUALIFICATIONS
DIRECTIVE) - UPDATE**

- 13.1 The Committee received a paper for information from the Executive, setting out details of a directive of the European Parliament. The directive established rules requiring that holders of a professional qualification in a member state of the European Union should have access to, and pursue their profession, in another member state.

**Item 14.06/98 HEALTHCARE PROFESSIONALS CROSSING BORDERS
AGREEMENT - UPDATE**

- 14.1 The Committee received a paper for information from the Executive, setting out details of the agreement which had been developed by competent authorities and other stakeholders to ensure a common approach to fulfil obligations from Directive 2005/36/EC.

Item 15.06/99 STUDENT FITNESS TO PRACTISE - UPDATE

- 15.1 The Committee received a paper for information from the Executive, setting out work by the Council for Healthcare Regulatory Excellence and the ongoing work of the General Medical Council on this issue.

Item 16.06/100 HEALTH AND CHARACTER STATISTICS

- 16.1 The Committee received a paper for information from the Executive, detailing the number of Health and Character declarations which had been made on renewal, admission or readmission to the register.

Item 17.06/101 ANY OTHER BUSINESS

- 17.1 There was no other business.

Item 18.06/102 DATE AND TIME OF NEXT MEETING

- 18.1 The next meeting of the Committee would be held at 10.30 a.m. on Wednesday 28 March 2007.
- 18.2 Subsequent meetings would be held at 10.30 a.m. on:
Tuesday 12 June 2007
Thursday 27 September 2007
Tuesday 4 December 2007
Wednesday 26 March 2008
Tuesday 10 June 2008

CHAIRMAN

DATE