

CPD Assessors

In order for the HPC to try and ascertain how many CPD Assessors we are likely to require and how much time it will take for one CPD Assessment to complete, the HPC has conducted a pilot stage. This pilot testing has taken place in conjunction with Mark Potter, the Customer Service Manager.

For Stage One of CPD recruitment, it is anticipated that the HPC will require an approximate figure of fifteen Chiroprapist CPD Assessors and an approximate figure of twelve Operating Department Practitioner CPD Assessors in order to fulfil the CPD Assessor roles.

Given that partners were initially oversubscribed in 2003 and that partners recently have gone through a reappointments process, the way in which we will recruit CPD Assessors initially will be through ring fenced recruitment with existing partners only offered the chance to apply at this stage. All current Operating Department Practitioner and Chiroprapist Partners will be sent an expression of interest letter which will ask them if they would wish to be considered for the CPD Assessor role. If there are fewer expressions of interest than we expect and we cannot fill these roles internally, we will then advertise externally when we recruit.

I am working in conjunction with the Customer Service Manager to design and develop the CPD Assessor Role Brief. It is anticipated that recruitment will take place for these roles in October 2007.

Partner Role Briefs

I have been working with the relevant Department Heads to discuss updating the different partner role briefs. All partner role briefs are now updated and are consistent and diversity friendly.

Partner recruitment

A number of partner vacancies have arisen due to resignations in very specific areas (for various reasons) and where possible these will be filled through ring fenced recruitment and only if we are unsuccessful in recruiting internally, the HPC will then advertise externally. It is anticipated that this will reduce concerns from some partners about not being used as regularly as they had hoped.

A need has arisen to recruit two Drama Therapists across all three partner roles as the initial recruitment yielded no applicants. Therefore these vacancies will be advertised at the British Association of Drama Therapists Conference which

will take place on the 8th and 9th September 2007. This will enable us to advertise to over ninety Drama Therapists which should hopefully attract some individuals to apply for the vacant partner roles.

Furthermore, the Education Approvals and Monitoring Department have a need to recruit a Chiropodist with the Prescription Only Medicine (POM) qualification. Therefore, all Chiropodist Partners have been asked to confirm if they have a POM qualification and if so, would they like to be considered for HPC Visitor role.

The other partner roles that have been identified to be recruited for will be carried out in the coming months.

Partner fee rise

All partners have now been sent a letter confirming that their fees will rise from the 1st October 2007. The letter informed the partner of the current amount and new revised amount. The letter also thanked the partners for their ongoing commitment to the HPC. We have already received very positive feedback about this from partners.

Panel Chair and Legal Assessor training

Training has been organised for the Panel Chairs and Legal Assessors to take place on the 16th and 23rd January 2007. In order to incorporate Equality

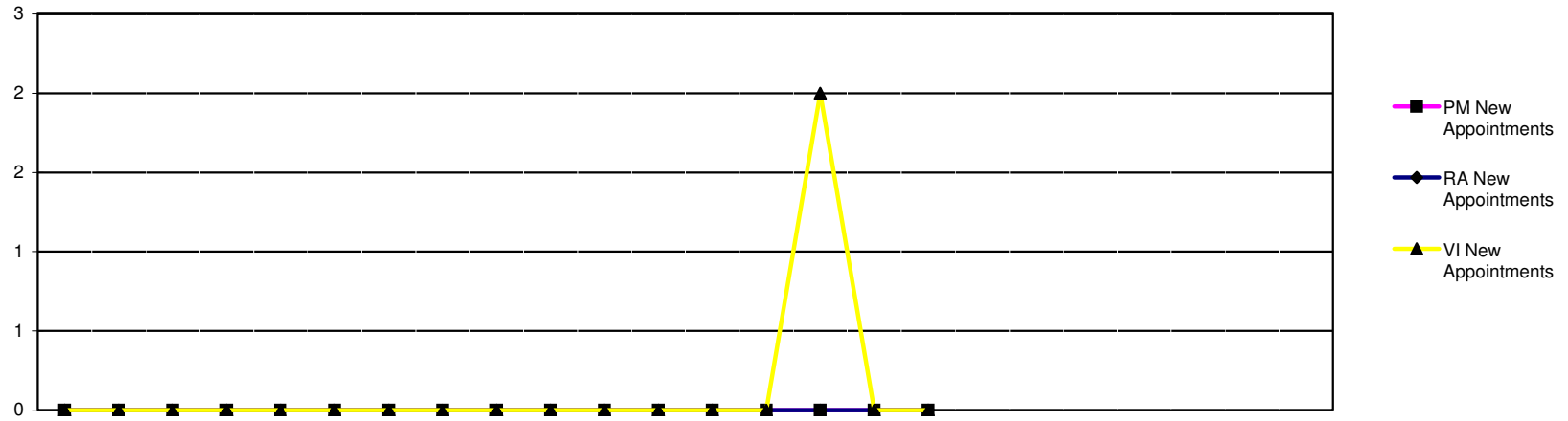
and Diversity training into this, the Panel Chairs and Legal Assessors' training this will be held on two different days. All Panel Chairs and Legal Assessors have been sent a letter informing them of the date and venue.

Partner handbook

Over the past few months I have been drafting the Partner Handbook which will be of significant use to partners and HPC employees. The Partner Handbook contains the Partner Expenses Policy and the Partner Appointments and Selection policy. When the remaining policies are approved by Finance and Resources Committee, these will also be added to the Partner Handbook.

Partner files

Over the past few months, I have been working on dividing the partner files into four main sections. I have created a partner file checklist, partner exit checklist and partner file front cover sheet. This will ensure consistency of all partner files and will ensure that the partner files will be divided in the correct way when the HPC take on new professions.



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