

Finance and Resources Committee

Fitness to Practise Case Model

Executive summary and recommendations

Introduction

At its meeting in February 2008, the Finance and Resources Committee asked for the fitness to practise case model to be presented to the Committee at its March meeting. The model is attached and key assumptions are attached to this paper as an appendix.

Decision

The Committee is requested to note the document.

Background

None

Resource implications

Please see model

Financial implications

The Fitness to Practise budget and resources for 2008-2009 are linked to the case model

Appendices

Fitness to Practise case model

Date of paper

27 February 2008

**Fitness to Practise Forecasting Information
2008-2009
Health Professions Council**

| | | |
|--------------------------------|---------------------------------|----------|
| Forecasting Information | Number of Cases 2008-2009 | 2 |
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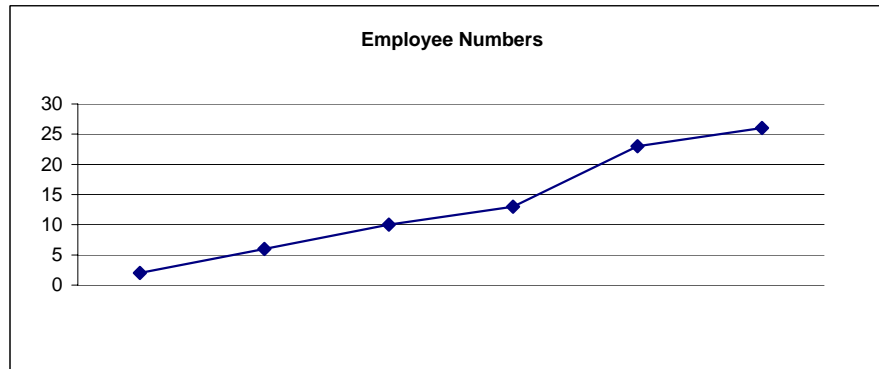
| | | Excluding Psychologists | including Psychologists(Handover and New cases) |
|-------------------------------|--|------------------------------------|--|
| | Number of Cases 2008-2009 | | |
| Allegations Management | Projected allegations to receive | 446.40 | 10 |
| | Estimated carry over from pre ICP 2007-2008 | 272.50 | |
| | Psychologists Handover Cases | | 55 |
| | Total Allegations Managed 2008-2009 | 718.9 | 773.9 |
| ICP Management | Estimated cases to be considered at ICP in 2008-2009 | 420.00 | |
| | % ICP referral rate | 0.625 | |
| Post ICP Management | Projected case to answer for 2008-2009 | 262.5 | |
| | PSY full hearing handover | | 20 |
| | Carry of full cases from 2007-2008 | 165.75 | |
| | Total cases | 428.25 | |
| | Total number of full cases to be heard | 280.25 | 280.25 |
| | Average days of hearings | 1.56 | 1.56 |
| | Adjourned/Part Heard | 24 | 24 |
| | Total days of hearings | 461.19 | 461.19 |
| Reviews | Review cases from 2007-2008 | 96 | |
| | Total number of reviews to be heard 2008-2009 | 48 | |
| | Average days per review | 0.5 | |
| | Total days of reviews | 24 | |
| Consent | Consent Applications | 48 | |
| | Consent Applications per day | 0.4 | |
| | Total days of Consent Applications | 19.2 | |
| Interim Orders | Interim Order Panels | 60 | |
| | Average days per Interim Order | 0.25 | |
| | Total days of Interim Orders | 15 | |
| Totals | Total days of all Public Hearings | 519.39 | 519.39 |
| | Days of Investigating Panels | 48 | 48 |
| | Days of Registration Appeals | 15 | 15 |
| | Total All Hearings | 582.39 | 582.39 |

| Workload Calculations 2008-2009 | | Excluding Psychologists | Including Psychologists |
|---|--|--------------------------------|--------------------------------|
| Hearings Officers | Working Days per Hearings Officer | 210 | |
| | Lieu per year per Hearings Officer | 17 | |
| | Days to Clerk per Hearings Officer | 100 | |
| | Hearings Officers required to clerk | 5.19 | |
| | Days to fix cases | 93.00 | |
| | Hearings Officers to fix case | 6.26 | |
| Case Managers | Work Load (Number of Cases) | | |
| | Allegations Managed per year | 718.90 | 773.90 |
| | Post Case to Answer Work | 428.25 | 428.25 |
| | Review Hearings presented | 48.00 | 48.00 |
| | Interim Orders Presented | 60.00 | 60.00 |
| | Consent Applications | 48.00 | 48.00 |
| | Conviction Casess | 9.81 | 9.81 |
| | Witness Assessments | 24.00 | 24.00 |
| | Witness Statements | 9.81 | 9.81 |
| | Workload (Days of case) | | |
| | Review Hearings presentation and preparation | 48.00 | 48.00 |
| | Interim Orders presentation and preparation | 30.00 | 30.00 |
| | Consent Applications presentation and preparation | 24.00 | 24.00 |
| | Conviction Cases presentation and preparation | 14.71 | 14.71 |
| | Witness Assessments | 24.00 | 24.00 |
| | Witness Statements | 14.71 | 14.71 |
| | Total | 155.43 | 155.43 |
| | Working days per Case Manager | 210 | 210 |
| | Case Managers required for presentation and preparation worl | 1 | 1 |
| | Carry Over of pre ICP cases 2007-2008 | 272.50 | 272.50 |
| | Cases to Panel per month | 35.00 | 0.00 |
| | Increase in allocation of work per month(total) | 24.91 | 65.00 |
| Live Cases per month | 297.41 | 337.50 | |
| Case Managers required for allegations management | 7.83 | 8.88 | |
| Total Case Managers required | 8.83 | 9.88 | |

Key Assumptions

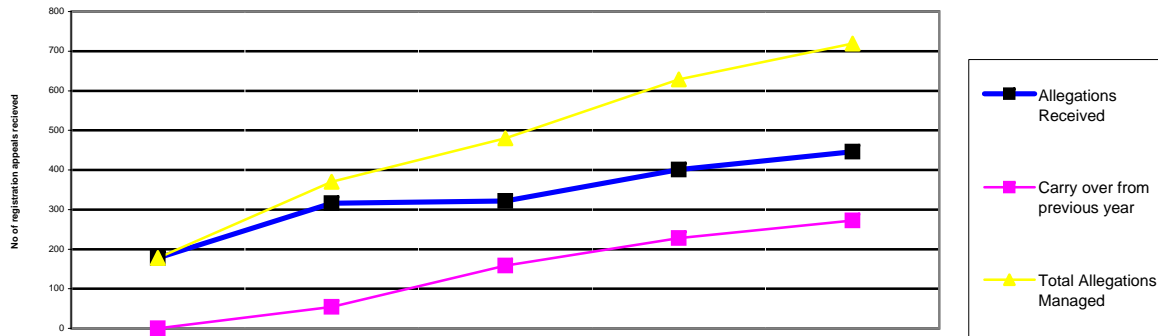
Case to Answer rate remains 62.5% of cases considered by Investigating Panels
35 cases considered each month by Investigating Panels
No Psychology cases to be considered by panels before the end of 2008-2009
Full Hearings to take 1.56 days to conclude
2 Adjournments/Part heard hearings per month
Disposal of Cases via consent to be used in 50% of review hearings
Case Managers able to manage 38 pre ICP cases per month
Hearings Officers to clerk 100 days per hearing each
Final hearings awaiting hearing at the end of 2008-2009 to equal 148

Fitness to Practise Employee Numbers



| | Actual 2003/4 | Actual 2004/2005 | Actual 2005/6 | Actual 2006/7 | Budget 2007/08 | Forecast 2008/9 |
|--------------------|------------------|---------------------|------------------|------------------|-------------------|--------------------|
| Director | 1 | 1 | 1 | 1 | 1 | 1 |
| PA | 0 | 0 | 0 | 1 | 1 | 1 |
| FTP Manager | 0 | 0 | 0 | 1 | 1 | 1 |
| Lead Case Manager | 0 | 0 | 0 | 0 | 3 | 3 |
| Case Manager | 1 | 4 | 4 | 5 | 8 | 8 |
| Hearings Manager | 0 | 0 | 0 | 0 | 1 | 1 |
| Hearings Officer | 0 | 0 | 2 | 2 | 4 | 6 |
| Case Officer | 0 | 0 | 2 | 2 | 2 | 3 |
| Team administrator | 0 | 1 | 1 | 1 | 2 | 2 |
| | 2 | 6 | 10 | 13 | 23 | 26 |

Allegation Management



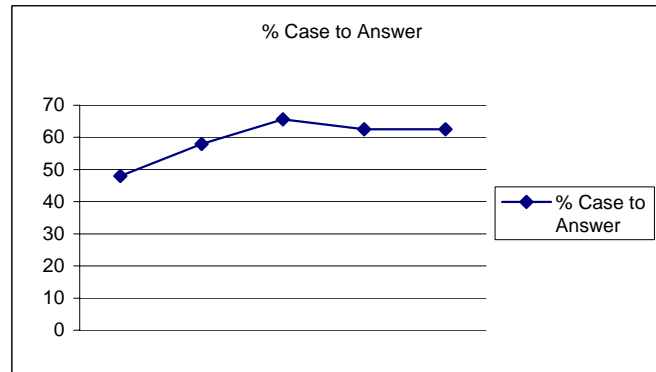
| | Actual 2004/2005 | Actual 2005/6 | Actual 2006/7 | Forecast 2007/2008 | Forecast 2008/9*** |
|-------------------------------|---------------------|------------------|------------------|-----------------------|-----------------------|
| Number of registrants | 160,513 | 169,369 | 177,230 | 180,000 | 186,000 |
| Allegations Received | 178 | 316 | 322 | 401 | 446.4 |
| % of allegation received | 0.11% | 0.19% | 0.18% | 0.22% | 0.24% |
| Carry over from previous year | n/a | 54 | 158 | 228 | 272.5 |
| Total Allegations Managed | 178 | 370 | 480 | 629 | 718.9** |

* Assumes receive 0.25% of complaints against total registrants

** Increase due to change of standard of acceptance

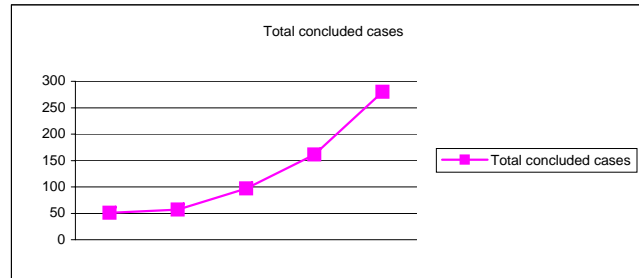
***Excluding Psychologists

ICP Management and Post ICP



| | Actual | Actual | Actual | Forecast | Forecast |
|---|--------|--------|--------|----------|----------|
| | 2004/5 | 2005/6 | 2006/7 | 2007/8 | 2008/9 |
| Number of cases considered at ICP | 172.0 | 178.0 | 224.0 | 286.0 | 420.0 |
| ICP case to answer rate % | 48 | 58 | 65.6 | 62.5 | 62.5 |
| Number of cases case to answered | 82.0 | 104.0 | 147.0 | 178.8 | 262.5 |
| Carry over of post ICP cases from previous year | n/a | 66.0 | 113.0 | 148.0 | 166.0 |
| Total post ICP case | n/a | 170.0 | 260.0 | 327 | 429 |

Public Hearings Information



| | Actual 2004/5 | Actual 2005/6 | Actual 2006/7 | Forecast 2007/8 | Forecast 2008/9 |
|----------------------------------|------------------|------------------|------------------|--------------------|--------------------|
| Total post ICP cases | n/a | 170 | 260 | 327 | 429 |
| Total concluded cases | 51 | 57 | 97 | 161 | 280 |
| Percentage of Post ICP concluded | n/a | 33.53 | 37.31 | 49.24 | 65.27 |
| Number of Review/Consent Cases* | 11 | 26.00 | 42.00 | 68.00 | 96.00 |

*Consent cases 2008/9 only