

Fitness to Practise Forum

The fourth meeting of the joint Fitness to Practise Forum will take place as follows:-

Date: Friday 24 April 2009

Time: 10:30am

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

Members:

**Conduct and Competence
Committee**

Mr K Ross (Chair)
Mrs M Clark-Glass
Ms H Davis
Mr J Donaghy
Professor C Lloyd
Mr D Proctor
Miss P Sabine

Health Committee

Mrs S Drayton
Mr O Altay
Mrs P Blackburn
Dr S Khan
Mrs J Pearce
Professor Annie Turner
Mr N Willis

Investigating Committee

Miss M MacKellar
Dr N Callaghan
Mr R Clegg
Ms C Farrell
Mrs D Haggerty
Mr William Munro
Professor D Waller
Mr M Woolcock

Enquiries: Steve Rayner, Secretary to the Committee
020 7840 9785
Steve.rayner@hpc-uk.org

Details: Recommendations from the Forum will be submitted for discussion to the appropriate Fitness to Practise committees which will be held in the afternoon.

Part 1 – Public Agenda

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| 1 | Chair’s welcome and introduction | verbal |
| 2 | Apologies for absence | verbal |
| 3 | Approval of agenda | verbal |
| 4 | Declaration of Members’ interests | verbal |
| 5 | Minutes of the FtP Forum of 17 September 2008
Steve Rayner – Secretary to the Committee | enclosure 1
FtP01/09 |
| 6 | Annual review of action points
Steve Rayner – Secretary to the Committee | enclosure 2
FtP02/09 |
| 7 | Chair’s report | verbal |
| 8 | Director of Fitness to Practise report
Kelly Johnson, Director of Fitness to Practise | enclosure 3
FtP03/09 |

Items for discussion/recommendation

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|----|---|--------------------------|
| 9 | Fitness to Practise annual report 2009
Eve Seale, Head of Case Management | enclosure 4
FtP04/09 |
| 10 | Feedback from hearings
Alison Abodarham, Hearings Manager | enclosure 5
FtP05/09 |
| 11 | New Practice notes
Kelly Johnson, Director of Fitness to Practise | enclosure 6
FtP06/09 |
| | Concurrent court proceedings | enclosure 7 |
| | Disclosure | enclosure 8 |
| | Finding the fitness to practise is impaired | enclosure 9 |
| | Conducting hearings in private | enclosure 10 |
| | Joinder | enclosure 11 |
| | Postponement and adjournment of proceedings | enclosure 12 |
| | Proceedings in the absence of the registrant | enclosure 13 |
| | Unrepresented parties | enclosure 14 |
| 12 | Practise notes: updates to terminology
Kelly Johnson, Director of Fitness to Practise | enclosure 15
FtP07/09 |

	Case to answer determinations	enclosure 16
	Disposal of cases by consent	enclosure 17
	Cross examination in cases of a sexual nature	enclosure 18
	Equal treatment	enclosure 19
	Interim orders	enclosure 20
	Preliminary hearings	enclosure 21
	Use of Welsh in FtP hearings	enclosure 22
13	Existing practise notes – fit for purpose Kelly Johnson, Director of Fitness to Practise	enclosure 23 FtP08/09
	Assessors and expert witnesses	enclosure 24
	Requiring the production of information and documents and summoning witnesses	enclosure 25
	Mediation	enclosure 26
	Restoration to the register	enclosure 27
14	Any other business Previously notified and agreed by the Chairman	
15	Date & time of next meeting: 11.00 am Thursday 22 October 2009	

Resolution

In the event that the Chair is notified of private matters for discussion before the beginning of the meeting, the Forum is invited to adopt the following:

“The Forum 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 application 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;
- (iv) negotiations or consultation concerning labour relations between the Council and its employees;
- (v) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;

- (vi) action being taken to prevent or detect crime to prosecute offenders;
- (vii) the source of information given to the Council in confidence; or
- (viii) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.

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