

**Health Professions Council
Approvals Panel 2nd February 2006**

Guidance for the Approvals Panel

Executive Summary and Recommendations

Introduction

The Approvals Committee agreed the refined Approvals process at its meeting on 22 November 2005 and noted the options available when considering Visitors' reports. This paper is for the guidance of Panel members.

The following options can be considered by the Approvals Panel at the stage following the receipt of the Visitors' Report and any observations by the Education Provider:

- (1) Approve programme
OR
- (2) Accept report including conditions
OR
- (3) Review report as considered appropriate in the light of information received
OR
- (4) Consider withdrawal of approval/Non-approval of programme

The table attached to this paper sets out the course of action to be followed for each option.

The Panel may also choose to refer the report to a full meeting of the Approvals Committee.

Decision

The Panel is asked to note this paper. No decision is required.

Background Information

Approvals Committee 22nd November 2005 - Enclosure 9.

Resource implications

None.

Financial implications

None.

Appendices

Table detailing options available to Approvals Panel.

Date of paper

17th January 2006.

The panel may also choose to refer the report to a full meeting of the Approvals Committee.

Action	First stage	Second stage	Third stage	Fourth stage
Approve Programme	Notify Education Provider and update HPC website	N/A	N/A	N/A
Accept report including conditions	Adjourn approval process to provide time for conditions to be met	Education Provider responds to set conditions by the agreed date.	Visitor reviews Education Provider's response to conditions and gives preliminary confirmation that conditions have or have not been met.	If conditions met, final report and recommendations are sent to Panel for final approval. If conditions not met, Education Provider is notified and programme will be deemed not approved.
Review report as considered appropriate in the light of information received	Adjourn approval process to provide time for conditions to be met	Education Provider responds to set conditions by agreed date.	Visitor reviews Education Provider's response to conditions and gives preliminary confirmation that conditions have or have not been met.	If conditions met, final report and recommendations are sent to Panel for final approval. If conditions not met, Education Provider is notified and programme will be deemed not approved.
Consider withdrawal of approval Or Non-approval of programme	Notify Education Provider of possibility of withdrawal of approval or non-approval	Education Provider has 28 days to respond - no further action pending response	Education Provider response sent to Panel for further consideration	N/A