

---

## Education and Training Committee meeting on 11 September 2024

### Committee Chair's summary to Council

The meeting was chaired by Katie Thirlaway in the absence of the incumbent chair. Due to three apologies for absence the meeting was not quorate and consequently it was agreed that any decisions would be considered for approval outside of the meeting by the full Committee.

Regular performance reports were presented from the Registration and Education departments. Changes to the registration operating model are nearing completion with two of the three new operational managers having started in their roles. The team was commended for maintaining high performance standards despite the operational transformation and 50% higher than budgeted number of international applications. Prompt recruitment of additional short-term staff supported the permanent team in maintaining performance standards. Effective use of artificial intelligence (AI) had also supported the team to manage workloads.

The Education team has experienced peaks in workload that have led to three areas where performance standards were not met. The quality of assessments and reviews remains high but there have been delays in the reporting of performance reviews.

The team successfully prioritised assessments for new programmes with a September 2024 start date. There was a useful discussion about the way that data and intelligence about provider performance was reviewed and used outside of the performance review cycle. The Committee agreed that the Head of Education would ensure that education providers understood how they would be assessed on public data and intelligence throughout the review cycle in the September regulatory update.

A decision was required from the Committee about how to respond to enquiries about non-ambulance practice-based learning. A number of options were presented to the Committee and the Committee (both those at the meeting and those unable to attend who had provided feedback in advance) supported the recommended option to produce advice for education providers in relation to non-ambulance practice-based learning and then require reflections through the HCPC's regular performance review monitoring process. The Chair of the meeting consented to the decision about the HCPC's requirements for non-ambulance paramedic practice-based learning

being circulated outside the meeting for decision. This decision was subsequently approved by all members of the Committee outside of the meeting.

The Committee was supportive of further work to develop preceptorship materials for registrants working outside the NHS and pleased to hear of the potential external funding to develop the HCPC's regulatory approach to advanced practice.

In the private meeting the Committee heard about the excellent work on the implementation of proposals to change the English language proficiency assessment requirements of the HCPC. The Committee were updated on the progress on establishing four expert panels for the standards for education and training review and suggested expertise in micro credentials and neurodiversity might be helpful.

Katie Thirlaway

Chair of the Education and Training Committee meeting on 11 September 2024

## Education and Training Committee

### Minutes of the meeting of the Education and Training Committee held in public as follows:

**Date:** Wednesday 11 September 2024

**Time:** 10am

**Venue:** Videoconference (Microsoft Teams)

**Present:** Katie Thirlaway (Chair)  
Penny Joyce

**Apologies:** Rebekah Eglinton  
Helen Gough  
Steven Vaughan

#### **Attendees:**

Francesca Bramley, Governance Manager  
Matthew Clayton, Policy Lead (for item 10)  
Brendon Edmonds, Head of Regulatory Development and Performance  
Karen Flaherty, Head of Governance  
Rachael Gledhill, Head of Policy and Standards  
Jamie Hunt, Head of Education  
Geraldine Kinkead-Richards, Council Apprentice  
Tracey Samuel-Smith, Education Manager (until item 10)  
Andrew Smith, Executive Director of Education, Registration and Regulatory Standards and Deputy Chief Executive

## Public agenda

### **1 Welcome and introduction**

- 1.1 The Chair welcomed those present to the meeting.
- 1.2 Geraldine Kinkead-Richards, Council Apprentice, was attending to observe the meeting.

### **2 Apologies for absence**

- 2.1 Apologies for absence were received from Helen Gough and Rebekah Eglinton, who had provided some feedback and questions in advance of the meeting in relation to the items to be considered. Steven Vaughan was also unable to attend the meeting,
- 2.2 A quorum of three members of the Committee was not present at the meeting and therefore no formal business could be considered or decisions taken at the meeting.
- 2.3 These minutes provide a record of the discussions that took place.

### **3 Approval of agenda**

- 3.1 The Committee members present approved the agenda.

### **4 Declaration of members' interests in relation to agenda items**

- 4.1 No interests were declared.

### **5 Minutes of the Education and Training Committee meeting held in public on 12 June and correction to minutes of the Education and Training Committee meeting held in public on 6 March 2024**

- 5.1 The Committee members present agreed that the minutes of the meeting held in public on 12 June 2024 were an accurate record of that meeting.
- 5.2 The Committee members present noted the correction to the minutes of the meeting of the Education and Training Committee held in public on 6 March 2024 to record the apologies for Rebekah Eglinton, who had been appointed as a member of the Committee on 5 March 2024, and had been unable to attend the meeting at such short notice.

## **6 Matters arising**

- 6.1 The Committee members present noted the matters arising from previous meetings.

### Performance reports

## **7 Registration Performance Report**

- 7.1 The Executive Director of Education, Registration and Regulatory Standards and Deputy Chief Executive presented the performance report, which outlined performance for the period from May to July 2024 and service improvements under way.

- 7.2 The following areas were highlighted:

- the near completion of the changes to the Registration operating model, with two of the three new operational managers having started in the roles the previous week and the recruitment process for the third due to complete imminently;
- the maintenance of consistently high performance standards during this period of change, which reflected positively on the professionalism of the employees and the team as a whole;
- performance against the service standards for median application assessment time for UK applications had been maintained during the busy summer peak for UK applications and was well within the service standard of ten working days;
- during the period from May to July 2024, the number of international applications received was around 50% higher than budgeted and the team had been resourced to manage this level of applications with the recruitment of seven employees on fixed-term contracts approved in May 2024;
- the proof of concept for using artificial intelligence (AI) to respond to email enquiries received by the contact centre had proved successful, providing a same day service, and the use of AI was being expanded to the UK applications team; and
- the use of AI had enabled categorisation of the reasons for enquiries and identified that 34% of email enquiries related to requests from registrants for documents confirming their registration status and requests for payment receipts and the online portal was being developed to offer self-service features to enable registrants to download these documents.

- 7.3 The Committee members noted the positive progress in performance in almost all areas and looked forward to hearing more about the use of AI to improve services and efficiency.

## **8 Education Performance Report**

- 8.1 The Head of Education outlined the performance measures across the operational processes in the Education team and current performance against these.
- 8.2 The three areas where performance measures and service levels were not being met related to a peak in the number of performance reviews completing. A similar spike had occurred in 2023 and the team was working to conclude the remaining outstanding cases and would also be reviewing the expectations for case progression to consider whether these timeframes were achievable or if there were any underlying issues affecting performance. The Committee members also noted the length of the reports, while recognising that the performance reviews would in most cases take place less frequently under the new quality assurance model and had a broader multi-disciplinary focus.
- 8.3 All assessments for programmes due to start in September 2024 were concluded on time. Most of the remaining outstanding cases were expected to conclude by the end of September, however, there were a few more complex cases where the timeframe would extend beyond that. The delays related to the reporting of performance reviews and the quality of the assessments remained high and any issues around performance would have been addressed earlier in the process as these were identified.
- 8.4 Work continued to improve the performance reporting to the Committee to encompass some of the other aims of the current quality assurance model including:
- utilising stakeholder engagement to measure success and benefits; and
  - using provider performance date to ensure that the review period remained appropriate.
- 8.5 The Committee members discussed how the data and intelligence about provider performance was reviewed and used outside of the performance review period as the basis for individual active decision-making. The same approach was followed for both higher education institutions (HEIs) and education providers that were not HEIs and therefore were not included in national data reporting. For education providers that were not HEIs, the review periods were generally shorter and set at two years and the Education team were working with these providers to establish a more regular supply of data and build confidence levels around the quality of the data. Prompted by the discussion, the Head of Education would include some information about how the HCPC would be using data and intelligence in the next regulatory update to education providers later in September to ensure a good level of awareness.
- 8.6 The Committee noted the slight decreasing trend in ODP programme capacity. The numbers were expected to stabilise with no further decrease anticipated,

however the NHS England Long Term Workforce Plan included a reduction in ODP numbers before projecting a return to current levels in 2031.

## Consultations and reviews

### **9 Non-ambulance paramedic practice-based learning – reviewing HCPC requirements**

- 9.1 The Head of Education noted that there had been high levels of interest in the HCPC's position on non-ambulance practice-based learning with other organisations taking a clearer position on their expectations for non-ambulance experience in paramedic education and training programmes. It was acknowledged that there were similar issues for other professions regulated by the HCPC. The Head of Education noted that there had been high levels in the HCPC's position on non-ambulance practice-based learning with other organisations taking a clearer position on their expectations for non-ambulance experience in paramedic education and training programmes. It was acknowledged that there were similar issues for other professions regulated by the HCPC.
- 9.2 The Committee members considered the recommendation to produce advice for education providers in relation to non-ambulance practice-based learning and then require reflections through the HCPC's regular performance review monitoring process. This approach referred back to the standards and aimed to assist education providers in interpreting these. This was based on the HCPC having made an explicit judgement that HCPC-approved education providers are 'properly organised' to deliver education and training, including responding to sector initiatives and evolving expectations. It also supported the risk based decision on the period between performance reviews and monitoring education providers using data and intelligence to identify between these periods to identify any issues.
- 9.3 Given the variation in non-ambulance practice-based learning, the implications for education providers and the potential read-across to other professions this option was considered to be a proportionate and the most appropriate approach. There was support from those at the meeting for this option and from those Committee members who were unable to attend the meeting who had provided feedback in advance. This approach would also be consistent with consideration of other developments for approved education providers and programmes, including, most recently, artificial intelligence (AI) and staffing changes at education providers.
- 9.4 Committee members noted that the focus of the advice needed to be on pre-registration training of paramedics and their competence as practitioners in their sphere of practice rather than the wider expansion of the role of paramedics and make a distinction between non-ambulance practice-based learning and interprofessional education, which was not necessarily setting specific.

**Action:** The Head of Education would review the proposed advice for education providers set out in the appendix to the paper to reflect this feedback from Committee members.

- 9.5 The Chair of the meeting consented to the decision about the HCPC's requirements for non-ambulance paramedic practice-based learning being circulated outside the meeting for decision.

**Action:** The Head of Governance would circulate the recommendation to produce advice for education providers in relation to non-ambulance practice-based learning and then require reflections through the HCPC's regular performance review monitoring process to Committee members for decision outside the meeting in accordance with paragraph 14 of the Committee's standing orders.

## **10 Further work to develop preceptorship materials for registrants working outside the NHS**

- 10.1 The Policy Lead joined the meeting for this item and provided an update on plans to develop new materials for professionals who were self-employed or employed outside the NHS following the publication of the preceptorship principles in November 2023.

- 10.2 A small working group was being set up with the aim of developing materials with stakeholders and publishing these by the end of 2024 to support those working outside the NHS. The engagement would be done through the professional bodies to ensure broad participation across professions and modalities within these to learn from professionals' experience and harness this expertise.

- 10.3 Committee members were supportive of this next phase of work and expanding the material available to cover more diverse range of settings.

## **11 Artificial intelligence research and advanced practice**

- 11.1 The Head of Policy and Standards provided an update on the plans to commission research into the impact of the increasing use of AI by healthcare professionals on professional regulation and progress in developing the HCOC's approach to advanced practice.

- 11.2 Following discussions with The Alan Turing Institute (Turing Institute), the HCPC was considering deferring the research until 2025-26 when the Turing Institute would have capacity to collaborate with the HCPC on the research. Discussions were ongoing and the Turing Institute, which had also offered to support the HCPC if it decided to commission the research in 2024-25 as originally planned with another partner.

- 11.3 There had been progress in securing funding for the work to develop the HCPC's regulatory approach to advanced practice, with the launch of the tender process for funding from NHS England. The Nursing and Midwifery



Council (NMC) was also considering an approach based on principles rather than standards, which was better aligned with the HCPC's approach to develop principles as a first step. The NMC was keen to collaborate on this work to develop a multi-professional approach.

## Governance

### **12 Committee forward plan**

- 12.1 The Committee's forward plan for 2024 was noted. The forward plan for 2025 would be presented at the next Committee meeting in November.

### **13 Resolution to move the meeting to private session**

- 13.1 The Committee resolved that the remainder of the meeting would be held in private, because the matters being discussed related to matters which, in the opinion of the Chair, were confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions.
- 13.2 The meeting was briefly adjourned.