

## Education and Training Committee

**Public minutes of the 44th meeting of the Education and Training Committee held as follows:**

**Date:** Wednesday 25 November 2009

**Time:** 10:30 am

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

**Members:** Eileen Thornton (Chair)  
Jo-ann Carlyle  
Mary Clark-Glass  
Helen Davis  
John Donaghy  
Stephen Hutchins  
Jeff Lucas  
Stuart Mackay  
Arun Midha  
Gill Pearson  
Penny Renwick  
Jeff Seneviratne  
Robert Smith  
Jois Stansfield  
Annie Turner  
Joy Tweed  
Diane Waller  
Stephen Wordsworth

**In attendance:**

Abigail Gorringe, Director of Education  
Michael Guthrie, Director of Policy and Standards  
Paula Lescott, Education Officer  
Sam Mars, Policy Officer  
Mark Potter, CPD Communications Manager  
Steve Rayner, Secretary to the Committee  
Megan Scott, Policy Manager  
Marc Seale, Chief Executive  
Neil Strevett, Education Officer

## Part 1 – Public Agenda

### Item 1.09/86 Nomination of Chair

- 1.1 At its meeting of 6 July 2009 the Council agreed to amend the rules of the Education and Training Committee to provide for the appointment of an interim committee, pending the appointment of a number of members to the Committee.
- 1.2 The Council approved the appointment of new members to the Committee at its meeting of 6 October 2009.
- 1.3 The standing orders and terms of reference for the Committee were agreed by the Council on 20 May 2009 as part of the code of corporate governance (available on the Council section of the website).
- 1.4 In accordance with its standing orders the Committee was asked to elect a member to preside as Chair over the remainder of the meeting; and to recommend to the Council as Chair of the Committee to serve for a period of two years.
- 1.5 Eileen Thornton received a nomination, which was seconded. With no other nominations Miss Thornton was duly elected as Chair for the remainder of the meeting. The recommendation of the Committee would be submitted to Council.

**ACTION:** **Secretary to the Committee** to submit the Committees recommendation to the next meeting of Council.

### Item 2.09/87 Apologies for absence

- 2.1 Apologies were received from John Harper and Mary Clark-Glass.

### Item 3.09/88 Approval of agenda

- 3.1 The Committee noted the addition to the agenda of a tabled paper regarding HPC representatives on external bodies, which would be taken under any other business.
- 3.2 The Committee would hold a workshop following the meeting around the strategy of the Education and Training Committee .
- 3.3 The Committee approved the agenda.

#### **Item 4.09/89 Declaration of members' interests**

4.1 The Committee declared no private interest in the agenda.

#### **Item 5.09/90 Rules and standing orders of the Committee**

5.1 The Committee received a paper to note from the Executive presenting the standing orders of the Committee. The standing orders were presented to the Committee on a yearly basis. As this was the first meeting of the reconstituted Committee the Health Professions Council (Education and Training Committee) (Constitution) Rules 2009 were also provided for information.

5.2 The Committee noted the Rules and standing orders.

#### **Item 6.09/91 Minutes of the meeting of 22 September 2009**

6.1 The minutes were accepted as a true record and signed by the Chair.

#### **Item 7.09/92 Matters arising**

7.1 The Committee received a paper to note from the Executive summarising actions taken against matters arising from the meeting of 22 September 2009.

7.2 The Committee noted the following actions in addition to those recorded:

##### **7.2.1 Item 3**

The Executive had received confirmation that all students had completed the programme. Training for the Committee on the options available to the committee in the event that it withdrew approval from a programme where there were students currently studying would be provided in March.

##### **7.2.2 Item 4**

The Executive would provide the final version of the review of approval visits to IHCD Paramedic Award Programmes to the meeting in March.

##### **7.2.3 Item 5**

It should specifically be education and training programmes *delivered by NHS trusts* which would be required to provide the information detailed.

##### **7.3.4 Item 6**

The action had been completed on 6 October.

### **Item 8.09/93 Director of Education's report**

- 8.1 The Committee received a paper from the Director of Education detailing the work of the Education Department between September and November 2009, providing updates on ongoing projects, and providing details of approval visits in the 2009-10 academic year.
- 8.2 In addition to the report, the Committee noted the key activities for the Department had been:
- working with education providers to finalise the visit schedule for the academic year 2009-10;
  - education seminars for Practitioner Psychologist programme providers; and
  - general education seminars on the theme of 'Change', designed to update programme providers.

#### Education seminars

- 8.3 The Committee noted that feedback from the seminars had been positive, and that education providers found them very useful. Whilst there was a low turnout for some seminars, often due to low constituent populations in certain areas (such as Northern Ireland), numbers across the board had been good.
- 8.4 The Committee noted that there was currently no compulsory requirement for HPC visitors to attend training. The Partners team were looking into building a requirement into contractual agreements reached with visitors.

#### Annual monitoring

- 8.5 The Committee noted that the majority of programmes complete the annual monitoring process by continuing to meet standards. Some changes would not necessarily be declared during the annual monitoring process, for instance when developments had taken place within a taught module in line with the development of the general body of knowledge of a profession.
- 8.6 The Committee noted that visitors were provided with a context pack providing the history of the programme, and were required to include a holistic view in making their assessment. The Committee noted that whilst there was an element of trust in the education providers within the system, they were still required to show that programmes continued to meet standards of education and training.

## Resources for students.

- 8.7 The Committee noted that the audio-visual presentation for students now available on the website had been very positively received. The guidance on conduct and ethics for students would be published in January.

### **Item 9.09/94 Practitioner psychologists: list of approved programmes**

- 9.1 The Committee received a paper from the Executive for discussion and approval providing minor changes to the list of approved programmes (current and historic) for entry to the Practitioner Psychologist part of the register.
- 9.2 The Committee were asked to agree:
- to reconfirm open ended approval to the list of currently approved programmes as outlined in Appendix 1 of paper ETC 90/09;
  - to approve the programmes for the historical periods outlined in Appendix 2 of paper ETC 90/09.
- 9.3 The Committee agreed the actions as outlined above.

### **Item 10.09/95 Withdrawal of approval from historic programmes**

- 10.1 The Committee received a paper from the Executive for discussion and approval detailing those programmes that are recorded as closed but that still carry approved status.
- 10.2 The Committee were invited to agree:
- to withdraw ongoing approval to programmes listed in Appendix 1 of paper ETC 91/09 on the basis that the relevant education provider has provided consent for withdrawal of approval; and
  - to commence proceedings to withdraw approval from the programmes listed in Appendix 2 of paper ETC 91/09 on the basis that initial communication and a reminder have been sent to the education provider and the education provider has failed to provide consent for withdrawal of approval; and
  - to withdraw approval from the programmes listed in Appendix 3 of paper ETC 91/09 on the basis that, following the decision taken by the Committee to commence proceedings to withdraw approval, notification of this action has been sent to the relevant education

provider and they have not provided representations for the withdrawal of approval.

- 10.3 The Committee agreed to withdraw approval from the programmes listed in Appendix 1 and Appendix 3, and recommended that the Executive carry out the actions as stated in 10.2 in relation to the programmes listed in Appendix Two.

#### **Item 11.09/96 Isle of Wight NHS Primary Care Trust – IHCD Paramedic award**

- 11.1 The Committee received a paper from the Executive for discussion and approval regarding the Isle of Wight NHS Primary Care Trust (the education provider) IHCD Paramedic Award programme.
- 11.2 The paper provided recommendations from visitors, and included a letter received on 12 November 2009 from the education provider indicating that they wished to withdraw from the approval process.
- 11.3 The Committee was asked to consider the continued approval of the programme.
- 11.4 Having considered the evidence the Committee decided to withdraw approval from the programme effective immediately. The Committee decided to withdraw approval from the programme on the basis that the education provider had exhausted all attempts to meet conditions placed on the reconfirmation of ongoing approval and the standards of education and training remained unmet.
- 11.5 The Committee noted that an education provider could not withdraw from the approval process if the programme had already been granted open-ended approval. The Committee noted that an education provider could withdraw from the approval process if the programme had not yet been approved.
- 11.6 The Committee instructed the Executive to contact the education provider and inform them of the Committee's decision.

**ACTION:** **The Executive** to inform the education provider of the Committee's decision to withdraw approval from the programme with immediate effect.

#### **Item 12.09/97 West Midlands Ambulance Service NHS Trust – IHCD Paramedic award**

- 12.1 The Committee received a paper from the Executive for discussion and approval regarding the West Midlands Ambulance Service NHS Trust IHCD Paramedic programme.
- 12.2 The paper included recommendations from visitors and decisions taken by an Education and Training Panel.
- 12.3 The Committee noted that the education provider had not submitted a response to conditions by the due date (1 October 2009) or provided a reason for this lack of response. The Committee agreed to commence proceedings to withdraw approval from the programme on the basis that the education provider had not attempted to meet the conditions placed on ongoing approval and that the standards of education and training remained unmet.
- 12.4 The Committee instructed the Executive to contact the education provider and inform them of the Committee's intention and invite the education provider to submit any observations.
- 12.5 The Committee noted that the education provider would have 28 days to respond, and if provided, any response would need to be considered by the Committee before any decision could be made on whether or not to withdraw approval

**ACTION:** The Committee instructed the Executive to contact the education provider; informing them of their intention and giving them 28 days to provide representations on the intent of the Committee.

### **Item 13.09/98 Consultation on an amendment to the Health Professions Council (Registration and Fees) Rules Order of Council**

- 13.1 The Committee received a paper from the Executive for discussion and approval regarding amendments to the registration and fees rules in order to set the registration cycle for hearing aid dispensers.
- 13.2 The Committee were invited to:
- discuss the key decisions document; and
  - agree and recommend to Council the text of the key decisions document for publication.
- 13.3 The Committee noted the key decisions document and agreed to recommend it the text to Council for publication.

### **Item 14.09/99 Health reference consultation document**

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-09-10	a	ETC	AGD	ETC minutes	Draft	Public
					DD: None	RD: None

- 14.1 The Committee received a paper from the Executive for discussion and approval regarding a consultation on amendments to the registration and fees rules removing the requirement to provide a health reference for entry to the Register.
- 14.2 The Committee were invited to agree and recommend to Council the text of the draft consultation document.
- 14.3 The Committee noted that information held by HPC or any public body regarding the health of registrants was protected by the Data Protection Act (1998) and could not be released to employers or education providers.
- 14.4 The Committee requested that clarity be provided within the consultation document of the distinction between the terms 'health reference' and 'health requirement'.
- 14.5 The Committee noted that question one on page 10 of the consultation document should be redrafted to read:
- "Do you agree that we need a requirement relating to health at entry to the register?"
- 14.6 The Committee agreed to recommend the text of the consultation document to Council.

### **Item 15.09/100 Extending professional regulation**

- 15.1 The Committee received a paper from the Executive for discussion and approval regarding a report on extending professional and occupational regulation and alternative models for the future regulation of professions
- 15.2 The Council had discussed the report at its meeting on 10 September 2009 and had agreed that the relevant committees would consider the specific issues pertinent to their remit detailed in the report, to feed into the Council's further discussion of the report at its strategy meeting on 11 February 2010.
- 15.3 The Committee was invited to discuss the four questions identified by Council on 10 September 2009:
1. What is the Committee's opinion of the recommendations?
  2. What are the implications of the report for the HPC?
  3. What more work might be necessary?



- 15.4 The Committee noted that more work may need to be done around criteria for the aspirant group process to reflect the impact that risk to the public had in decisions by Government to regulate.
- 15.5 The Committee noted that proportionality in terms of risk meant that regulation would not always be the appropriate mechanism for public protection.
- 15.6 The Committee agreed that it would be important to reach a view on extending regulation, and HPC's role within this.
- 15.7 The Committee noted that the length of the Section 60 process meant that there was not likely to be legislation for new professions for at least two years.
- 15.8 The Committee noted that the word 'efficacy' was unhelpful. With some professions there was not always a clear link between efficacy and public protection. It may be more useful to use 'effectiveness'.
- 15.9 The Committee noted that it would be important to ensure that it acknowledged the distinction between physical and mental health.

**Item 16.09/101 Continuing Professional Development (CPD) profiles**

- 16.1 The Committee received a paper from the Executive for discussion and approval regarding development of sample CPD profiles for publication on the HPC website.
- 16.2 The Committee were asked for a volunteer to help review the profiles.
- 16.3 Steven Hutchins and Diane Waller volunteered to take part.

**Item 17.09/102 Annual CPD report**

- 17.1 The Committee received a paper from the Executive for discussion and approval introducing the first annual CPD report. The report provided a review of the CPD processes so far, and was intended for publication in January/February 2010.
- 17.2 The Committee was invited to discuss the report and agree to its publication.
- 17.3 The Committee noted that, as this was the first CPD report, it was mainly narrative. It was difficult to draw many conclusions from the first sample. After the second year the evidence base would be significantly larger, and it would be possible to begin identifying trends.

- 17.4 The Committee agreed that the title of the report should remain broad.
- 17.5 The Committee noted that four of the audited professions broadly existed within the medical model. It would be extremely important to ensure that the language used in any report was not overly medical.
- 17.6 The Committee noted that once all of the professions had been audited there would be enough of an evidence base to properly review the system, and consider the implications of other approaches, such as one based on risk.
- 17.7 The Committee approved the report subject to editing and formatting changes and recommended the text to the Council.

**Item 19.09/103 Student Fitness to Practise Committees**

- 18.1 The Committee received a paper from the Executive to note updating it on work on student fitness to practise committees undertaken in response to the CHRE 2008/2009 performance review.
- 18.2 The committee noted the paper.

**Item 19.09/104 Health and character declarations**

- 19.1 The Committee received a paper from the Executive to note updating it on health and character declarations received by HPC panels over the preceding two years.
- 19.2 The Committee noted the paper.

**Item 20.09/105 Decisions from Education and Training Panels, August to October 2009**

- 20.1 The Committee received a paper from the Executive to note presenting decisions taken by Education and Training Committee Panels between August and October 2009.
- 20.2 The Committee noted the decisions.

**Item 21.09/106 Dates of committee and panel meetings 2010-2011**

- 21.1 The Committee received a paper to note from the Executive introduction the dates of Committee and Panel meetings for the next two years.

21.2 The Committee noted the dates.

**Item 22.09/107 Any other business**

HPC representatives on external bodies

- 22.1 The Committee received a paper from the Executive for discussion and approval regarding vacancies on external bodies currently vacant following the restructuring of the Council.
- 22.2 A strategic review of these positions would be conducted in spring 2010. The Committee were asked to nominate members to serve on the bodies until the review had been carried out.
- 22.3 The Committee made the following recommendations to Council:
- *Advisory Board for Higher Education Academy Learning & Teaching in Health (HEALTH)*  
- Annie Turner
  - *Scoping project board to reform Nursing Midwifery and Allied Health Professionals education programmes in Scotland*  
- Jois Stansfield
  - *Information Standards Board for Health and Social Care*  
- Jeff Seneviratne
  - *Joint Royal Colleges Ambulance Liaison Committee*  
- John Donaghy
  - *Intraoperative Cell Salvage Strategy Group*  
- Stephen Wordsworth

**Item 23.09/108 Date & time of subsequent meetings:**

10.30 am Wednesday 10 March 2010  
10.30 am Tuesday 8 June 2010

**Part 2 – Private agenda**

**There were no matters discussed while the public was excluded.**

Signed Chair

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Date

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Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-09-10	a	ETC	AGD	ETC minutes	Draft DD: None	Public RD: None