

Continuing Professional Development Assessors' Recruitment

At present the recruitment process for the CPD Assessors is in its early stages. Meetings are being held with the relevant departments to ascertain how many CPD Assessors will be needed. Furthermore, meetings shall be held in late February or early March to develop draft role briefs for the CPD Assessors and to discuss potential dates for recruitment.

Performance Appraisal

Further to Council's approval of the Partner Appraisal System, the internal implementation process has been agreed and posted on to HPC's Management System.

During the reappointments process, the Performance Appraisal system was temporarily suspended. The Performance Appraisal system has now restarted and to date a total of 10 visitors have been sent the Performance

appraisal paperwork. The Performance Appraisal paperwork will be sent to all Visitors that have carried out more than 2 visits.

Partner Conference 2006

The Partner Conference took place in November 2006 and was a great success. The feedback we have received from the Conference was overall very positive. This is a significant improvement from the last Partner Conference which was held in November 2004. The Communications Department is collating all of the evaluation feedback forms.

Drama Therapist Recruitment

No applications were received for this vacancy and it is anticipated that recruitment will start for this vacancy in March 2007.

Partner Reappointments Process 2007

Over the next couple of months, I shall be holding meetings with relevant Department Heads to develop the reappointments paperwork. Those Partners whose

Partner Agreement expired in January/February 2007 have been sent out a new Agreement to extend his/her Partner Agreement up until July 2007.

Partner Agreements that expire in March and April 2007 are at present being sent out new Partner Agreements. This will allow all Partner Agreements to expire in July 2007 at the same time.

Registration Assessor Refresher Training

Refresher training for Registration Assessors will be held in February and March 2007. All trained Partners have been invited to attend the refresher training.

This day will consist of Equality and Diversity, update from the Partner Manager, training around assessing international applications and any questions or queries the Registration Assessors would like to raise. All letters have now been sent to the Registration Assessors confirming the date and venue of the training event.

Registration Assessor Invoices

A number of Registration Assessors' invoices were submitted late over a long period of time to the Finance Department. A letter was sent to all Registration Assessors informing them that they need to submit their invoices within 30 days of carrying out their work. The letter made the Partners aware that they could download their claim forms from the HPC's web site. So far the response received was very positive. It is anticipated that a similar letter will be sent to the Panel Members and Visitors in the next few months.