

**Agenda Item 7**

**Enclosure 5**

**Paper RC 5 / 02**

**REGISTRATION COMMITTEE**

**PRINCIPLES BEHIND ASSESSMENT OF APPLICANTS**

**From : Secretary to the Committee**

## ASSESSMENT PRINCIPLES

This is a brief report outlining some of the current problems being encountered in the area of overseas applications. The overseas assessment procedures at HPC are in a dynamic situation at the moment. Different professions have handled their overseas assessments in a number of ways over the years and consequently have arrived at the HPC's overseas applications department in a variety of stages. These range from professions with well established external paid assessors (recruited from advertisements) through to professions who currently have no assessors at all.

A recent inspection by the Inland Revenue has drawn our attention to the fact that all paid assessors will need to sign a contract.

Additionally, assessors have not previously been asked to sign up to Quality Assurance agreements covering issues such as detailed assessments, consistency of decision making and turn round times for assessments.

Recently, CPSM sent out a quality assurance contract to all assessors, partly in line with the IR requirement and partly because of some quality assurance problems from assessors being encountered by the overseas department.

The overseas staff undertake monitoring of consistency and discrepancies are drawn to the notice of assessors. However, in the early stages it can be difficult to establish which assessors are being inconsistent. This can be time consuming to sort out.

Discrepancies in decision-making can be found in a number of areas. For instance, where some assessors have previously agreed that a non-UK training course is acceptable without further documentation being required new assessors joining the team may know nothing about the course in question. This sits uneasily alongside applications from other non-UK schools or universities where we ask for full documentation. Additionally there is an issue of where to draw the line on approving non-UK courses since our own standards move on and change as well as those of the other schools.

Issues with turnaround timeframes can also arise. Some assessors become impossible to contact and can take months to respond to an assessment.

Some of these issues are very time consuming to deal with for the overseas team and for non-UK applicants themselves. These delays result in large quantities of correspondence with MP's supervisors, managers and the applicants themselves.

It may be that a number of issues need to be explored in detail. The use of best practice from those professions where assessments are going smoothly should be used wherever possible.

Any changes will no doubt take a considerable amount of time to undertake, and, some prioritisation needs to take place. At the same time a certain amount of leeway needs to be given to those professions moving towards new models of assessment.

Areas that need urgent attention are:

- Consistency of assessors fees and interview fees across all professions
- Consistency of application fees across all professions
- Common appeals procedures across all professions
- The development of aptitude tests for all professions
- Quality Assurance agreement & contract for all assessors
- Transparent criteria for the appointment of assessors for all professions
- Annual general meetings for assessors
- A general leaflet on Periods of Adaptation
- Forms for adaptees completing their Periods of Adaptation to ensure that all assessors' requirements have been met.

The Committee is asked to consider the issues raised in this report and to prioritise the recommendations.

The following table sets out some of the current variants in the overseas assessments:

Profession	Application Fee (£)	Assessors Fee (£)	Interview Fee (£) For Assessors	No. of Assessors	Assessors who are Ex-Board Members	Advertised External Assessors	Q.A. Agreement Signed?	Future Plans	Appeals Procedure	Aptitude Tests
AS	187	30†	20	6	6		Sent out.	Moving to paired assessor model, will be advertising		No
CH	175	30	25	2	2		Sent out.	Moving to paired assessor model, will be advertising		No
CS	110	30	180	30	11	21	Sent out.			
DT	197	30	25	6	6	(12)	Current Assessors have all signed up to the QA agreement.	As from June there will be 12 paid assessors recruited from an advertisement. All will sign up to QA in due course.		
ML	156	60	No Interviews	2	2		All Assessors are signed up to the QA agreement.			No
OT	155	30	Don't Interview	4	1	3	Agreement sent out 4 days ago, await signed responses.		Yes	Yes
OR	174	30	20	0	0	0		Have asked OR's to consider advertising for at least 2 assessors.		No
PA	195	30	20	14	0	14	All fully signed up to QA.		Yes	Yes
PH	213	30	30	10	0	10	All fully signed up to QA.		Yes	Yes
PO	105	30	Not at the moment	2	2		Sent out.			Yes
RA	194	30	30	14	6	8 (appointed, not advertised)	4 signed up to QA			No
SL	195	40	No Interviews	12		12	12 assessors have all signed up to QA.			No

† Payable when signed up to Q.A. agreement

Conclusion: All done