

Confirmed

THE HEALTH PROFESSIONS COUNCIL

Chief Executive and Registrar: Mr Marc Seale

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MINUTES of the forty-ninth meeting of the Health Professions Council held at **noon on Wednesday 1 October 2008** at the Dalmahoy Hotel, Kirknewton, Edinburgh, EH27 8EB

Present:

Dr A van der Gaag (President)

Mr P Acres

Professor K Bryan

Mrs M Clark-Glass

Mr R Clegg

Ms H Davis

Mr J Donaghy

Mrs S Drayton

Ms C Farrell

Professor J Harper

Professor T Hazell

Miss M MacKellar

Mr W Munro

Mr K Ross

Miss P Sabine

Mr J Seneviratne

Professor G Smith

Mrs B Stuart

Professor A Turner

Professor D Waller

Mr N Willis

Mr S Wordsworth

In attendance:

Alternate members:

Mr O Altay

Mrs P Blackburn

Miss D Haggerty

Professor C Lloyd

Mrs J Pearce

Miss E Thornton

Non-Council Committee members

Dr N Callaghan

Mr D Ross

Members of the Executive

Miss A Creighton, Head of Education

Miss L Foster, Director of Human Resources

Mr G Gaskins, Director of IT

Mr M Guthrie, Head of Policy and Standards
Ms K Johnson, Director of Fitness to Practise
Mrs J Ladds, Director of Communications
Mr S Leicester, Director of Finance
Miss N O'Sullivan, Secretary to Council
Mr S Rayner, Secretary to Committees
Mr G Ross-Sampson, Director of Operations
Mr M Seale, Chief Executive and Registrar
Miss N Williams – Team Administrator - Secretariat

Item 1.08/176 President's welcome and introduction

- 1.1 The President welcomed all members to the meeting.
- 1.2 The President congratulated Professor Hazell on his appointment as the new Chair of the Nursing and Midwifery Council (NMC) and thanked him for his significant contribution to the work with the Council. The President noted that Professor Hazell would continue to work with HPC until the end of the year and would take up his new appointment on 1 January 2009.
- 1.3 The President noted that Miss Foster, Director of Human Resources at the Health Professions Council had resigned as she had taken the decision to return to her native Australia. The President thanked Miss Foster for her huge contribution to the work of the Council.
- 1.4 The President also noted that Miss O'Sullivan, Secretary to the Council had resigned in order to take up the post as the Director of Governance at the General Dental Council. The President thanked Miss O'Sullivan for her huge contribution to the work of the Council.

Item 2.08/177 Apologies for absence

- 2.1 Apologies for absence were received from the following Council members; Mr P Douglas, Miss E Ellis, Professor J Lucas, Mr A Mount, Ms H Patey, Miss G Pearson Mr D Proctor, Mrs J Sheridan, Mr M Woolcock.

Item 3.08/178 Approval of agenda

- 3.1 The Council approved the agenda.

Item 4.08/179 Minutes of the 11 September 2008 Council meeting

- 4.1 It was agreed that the minutes of the forty-eighth meeting of the Health Professions Council be confirmed as a true record and signed by the President.

Item 5.08/180 Matters arising

- 5.1 The Council received a paper from the Executive setting out the matters arising from the previous meeting.
- 5.2 The Council noted the actions list as agreed at the last meeting.

Item 6.08/181 President's report

- 6.1 The Council noted that there was no report from the President at this meeting.

Item 7.08/182 Chief Executive's report

- 7.1 The Council noted that there was no report from the Chief Executive at this meeting.

Strategy and Policy

Item 8.08/183 Key decisions from the Health Professions Council fees consultation

- 8.1 The Council received a paper from the Executive for discussion/approval.
- 8.2 The Council noted that a consultation on the fees proposals had been held between 14 April and 14 July 2008. The key decisions document which was under consideration had also been considered by the Finance and Resources Committee and the Education and Training Committee.
- 8.3 The Council approved the decisions in the document.
- 8.4 The Council also approved the text of the key decisions document subject to the setting out of a stronger rationale for the decision to increase the fees and the inclusion of the comments which had been made by the Finance and Resources Committee and the Education and Training Committee.

Item 9.08/184 The Health Professions Council (Registration and Fees) (Amendments) Rules 2009

- 9.1 The Council received a paper from the Executive for discussion/approval.
- 9.2 The Council agreed the Health Professions Council (Registration and Fees) (Amendments) Rules 2009.

Action: NO'S – October 2008

Item 10.08/185 Changes to the recommendation process for new professions

- 10.1 The Council received a paper from the Executive for discussion/approval.
- 10.2 The paper proposed that the responsibilities of the various tasks that had to be completed before a healthcare profession was statutorily regulated by the Health Professions Council (HPC) were either undertaken in a revised sequence and/or re-assigned between the HPC and the Department of Health (DH).
- 10.3 The key changes to the existing process were that the HPC would consult on the draft Standards of Proficiency, the draft Standards of Education and Training and the proposed protected title(s) prior to making a recommendation to the Secretary of State.
- 10.4 The Council noted that the allocation of the tasks between the HPC and the Department of Health had evolved since the HPC was established in 2001 and had not been systematically revised since that time. Recent informal discussions with the Department of Health Regulatory Team had concluded that it would achieve greater clarity and efficiency if the HPC were to undertake more of the tasks before making recommendations to the Secretary of State.
- 10.4 The benefits of the proposed changes included:
- Clarity of responsibilities
 - A better matching of tasks to organisational expertise
 - A faster process
- 10.5 The changes would have no significant impact on the cost of the process. However, the Council noted that the use of the revised process was likely to have resource implications for the HPC Policy Team. The Executive would address this issue in the HPC work plan for the coming year.
- 10.6 The Council agreed the revised process set out in appendix 2 of the paper.
- 10.7 The Council also agreed to instruct the Executive to seek the agreement of the Department of Health to the proposed changes.

Action: MJS – October 2008 and ongoing

Item 11.011/185 Report from the Continuing Fitness to Practise Professional Liaison Group

- 11.1 The Council received a paper from the Executive for discussion/approval.
- 11.2 The Council noted that the Continuing Fitness to Practise Professional Liaison Group (PLG) had met five times from November 2007 to September 2008. The Group's report to the Council ' Continuing Fitness to Practise – Towards an evidence based approach to revalidation' concluded the PLG's work.
- 11. The President and the HPC Head of Policy and Standards had participated in the Department of Health Non-Medical Revalidation Working Group. This outcome of the work of this group had been the agreement of high level principles and a recommendation that each regulator should give an account of how it would apply these principles by January 2009.
- 11.3 Council noted that the current report's recommendations would align with the principles set out by the Department of Health Working Group and would therefore form the basis of the HPC's response.
- 11.4 The Council approved the report and agreed the recommendations contained within.

Item 12.08/186 Standards of Proficiency for Radiographers consultation responses

- 12.1 The Council received a paper from the Executive for discussion/approval.
- 12.2 The Council noted that a consultation on a proposed amendment to the standards of proficiency for radiographers had been held between 28 April 2008 and 1 August 2008. The paper included a document summarising the responses to the consultation. The proposal had been that standard 2b.4 should be amended to remove the requirement that diagnostic radiographers should be able to perform standard first trimester ultrasound measurements, as this was not appropriate as a requirement for threshold safe and effective practice.
- 12.3 The Council agreed the following;
 - (i) the text of the consultation responses document and
 - (ii) the text of the amended standard as set out in the consultation responses document.

Item 13.08/187 Update on the recruitment of the restructured Council

- 13.1 The Council received a paper from the Executive for discussion/approval.
- 13.2 The Council noted that the Appointments Commission had taken a policy decision that it would not advertise for the restructured Council until the consultation on the HPC Constitution Order had been published. Information on the recruitment timetable would be made public as soon as possible after the consultation commenced.

The Council noted the following;

Item 14.08/188 Reports from Council representatives at external meetings

The Council received the following items for information;

Item 15.08/189 Council away day programme and background papers

Item 16.08/162 Any other business

- 16.1 The Council agreed that as there were no confidential items on the agenda for part 2 of the meeting the minutes of the private part of the Council meeting held on 11 September 2008 would be received in the public part of the meeting.
- 16.2 There was no other business

Item 17.08/163 Minutes of the private part of the Council meeting held on 11 September 2008

- 17.1 It was agreed that the minutes of the private part of the forty-eighth meeting of the Health Professions Council be confirmed as a true record and signed by the President.

Item 18.08/164 Matters arising

- 18.1 There were no matters arising.

Item 19.08/165 Date & time of next meeting

The next meeting of the Council will be held at 10.30am on the following date:

Thursday 11 December 2008

Subsequent meetings at 10:30am on the following dates;

Tuesday 10 February 2009 - Council strategy meeting

Thursday 26 March 2009

Wednesday 20 May 2009

Monday 6 July 2009

President:

Date:

Confirmed