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**Education and Training Committee**

**Public minutes of the 43rd meeting of the Education and Training Committee held as follows:**

**Date:** Tuesday 22 September 2009

**Time:** 10:30 am

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

**Members:** Ms Eileen Thornton (Chair)  
Professor Karen Bryan  
Ms Helen Davis  
Mr John Donaghy  
Professor John Harper  
Dr Stephen Hutchins  
Professor Jeff Lucas  
Dr Arun Midha  
Professor Annie Turner  
Mrs Joy Tweed  
Professor Diane Waller

**In attendance:**

Mr Osama Ammar, Education Manager  
Mrs Abigail Gorringer, Director of Education  
Mr Michael Guthrie, Director of Policy and Standards  
Ms Paula Lescott, Education Officer  
Mr Sam Mars, Policy Officer  
Mr Steve Rayner, Secretary to the Committee  
Mr Marc Seale, Chief Executive  
Dr Neil Strevett, Education Officer  
Mrs Tracey Samuel-Smith, Education Manager

## Part 1 – Public Agenda

### Item 1.09/93 Apologies for absence

- 1.1 Apologies were received from Mrs Penny Renwick, Mr Jeff Seneviratne and Mr Alan Mount.

### Item 2.09/94 Approval of agenda

- 2.1 The committee approved the agenda.

### Item 3.09/95 Declaration of members' interests

- 3.1 The Committee declared no private interests.

### Item 4.09/96 Minutes of the meeting of 29 July 2009

- 4.1 The minutes were agreed as a true record and signed by the Chair.

### Item 5.09/97 Matters arising

- 5.1 The Committee received a paper to note from the Executive summarising actions taken against matters arising from the meeting of 29 July 2009.
- 5.2 The Committee noted the actions taken.

### Item 6.09/98 Chair's report

- 6.1 The Chair provided an update on recruitment for Committee members. There had been 35 applications from a wide range of professions. Interviews were underway with a shortlist selected by the Chair of HPC. The Panel would make recommendations to Council at its meeting of 7 October 2009.

### Item 7.09/99 Director of Education's report

- 7.1 The Committee received a paper from the Director of Education detailing the work the work of the Education Department between July and September 2009, providing updates on ongoing projects, and providing details of approval visits in the 2009-10 academic year.
- 7.2 The Committee noted that the Department was gearing up for the new academic year, and that a great deal of activity would be focussed on the on-boarding of Practitioner Psychologist education programmes. The Director would provide updates of activities in this area to future meetings.

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## **Item 8.09/101 Practitioner psychologists: list of approved programmes**

- 8.1 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.
- 8.2 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 68/09;
  - to approve the programmes for the historical periods outlined in Appendix 2 of paper ETC 68/09; and
  - to confirm that the programmes outlined in Appendix 2 are no longer approved.
- 8.3 The Committee agreed the actions as outlined above.

## **Item 9.09/102 Guidance on health and character process**

- 9.1 The Committee received a paper from the Executive for discussion and approval introducing a consultation responses document in relation to guidance on the health and character process.
- 9.2 The Committee were invited to:
- discuss to consultation responses document and recommend its publication on the website;
  - discuss the revised guidance on health and character; and
  - recommend the text of the consultation responses document and guidance to the Council (subject to minor editing changes).
- 9.3 The Committee agreed a small number of minor amendments to the document for the purposes of clarity. In particular, the Committee requested that the guidance be revised to clearly explain the HPC's approach to character references on admission to the Register, specifically that lecturers and tutors who had known a student for three academic years were able to sign the reference.
- 9.4 The Committee agreed to recommend the consultation responses document subject to the above amendments and the guidance document subject to minor editing.

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## Item 10.09/103 Role of health references

- 10.1 The Committee received a paper from the Executive for discussion and approval regarding the health reference as a requirement to entry to the register.
- 10.2 The Committee were invited to:
- Discuss the recommendation from the Executive to consult on removing the health reference and replacing it with a self declaration.
  - Agree to recommend a consultation on any changes that may be required to the rules.
- 10.3 The Committee noted that the Executive had recommended replacing the existing health reference on the basis that health reference requirements for entry to the Register are disproportionate given the available evidence of risk, are often poorly understood by applicants and doctors, and might be perceived as acting as an unfair barrier to registration for disabled people and others with health conditions. The CHRE had recently produced a report on the regulators' health requirements and had recommended that each regulator consider the proportionate means for ascertaining the information needed to consider whether someone applying for registration was fit to practise.'
- 10.3 The Committee noted that there was no evidence to suggest that the public would be at any greater risk if the existing requirement for a health reference on entry to the Register was replaced with a self-declaration.
- 10.4 The Committee noted that other regulators were at various stages of work on the same issue.
- 10.5 The Committee agreed to recommend to the Council that the Executive conduct a public consultation on removing the health reference requirement for entry to the Register and replacing it with a self-declaration. The Committee noted that draft consultation document would be considered for approval at its November 2009 meeting. The Council will then be asked to ratify the Committee's decision at its December 2009 meeting.

**ACTION:** Mr Mars to conduct the above consultation

## Item 11.09/104 Withdrawal of approval from historic programmes

- 11.1 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.

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- 11.2 The Committee were invited to agree:
- to withdraw ongoing approval to programmes listed in Appendix 1 of paper ETC 71/09 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 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.
- 11.3 The Committee noted that Glasgow Caledonian University had provided consent to withdraw approval from its BSc Podiatry Programme.
- 11.4 The Committee requested that the Executive investigate other routes for consent, for instance a letter to the head of institutions. This would not be possible where institutions no longer existed.
- 11.5 The Committee noted that it was important to ensure that it was clear to all parties that when approval is withdrawn, approval is still maintained approval between the specific dates that a programme operated between and that individuals with awards relevant to these periods would remain eligible to apply to the Register.
- 11.6 The Committee agreed to recommend that the Executive carry out the actions as stated in 11.2.

**Item 12.09/105 Isle of White NHS Primary Care Trust – IHCD Paramedic award**

- 12.1 The Committee received a paper from the Executive for discussion and approval providing recommendations from visitors regarding the Isle of Wight NHS Primary Care Trust IHCD Paramedic Award programme.
- 12.2 The Committee was asked to make a decision on the continued approval of the programme, and were invited to consider the following options:
- to withdraw approval from the programme on the basis that the education provider had exhausted all attempts to meet conditions placed on approval and standards of education and training remained unmet. (The Committee were also asked to consider directing the Education Department to contact the education provider and inform them of the decision and the need to submit a new programme approval request should they wish to have HPC approval for the programme in future); or
  - to overturn the recommendation of the visitors and reconfirm ongoing approval. (The Committee were also asked to consider directing the Education Department to contact the education provider and inform them of the decision).

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- 12.3 The Committee noted that there was an amendment to the paper; that the approval visit had taken place in October 2008 and not 2009.
- 12.4 The Committee noted that the visitors had reviewed the documentation and had indicated that there were still some standards of education and training which had not been met. The visitors had therefore recommended that approval of the programme should be withdrawn.
- 12.5 The Committee agreed to accept the visitors' recommendations and commence proceedings to withdraw approval from the programme on the basis that the education provider had exhausted all attempts to meet conditions placed on ongoing approval and that the standards of education and training remained unmet.
- 12.6 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. The Committee noted that as the reasons for considering withdrawal of approval were different to those agreed at their meeting on 11 June 2009; the education provider would have an additional 28 days to provide any observations.
- 12.7 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 13.09/106 North East Ambulance Service NHS Trust – IHCD Paramedic award

- 13.1 The Committee received a paper from the Executive for discussion and approval regarding the North East Ambulance Service NHS Trust IHCD Paramedic Award programme.
- 13.2 The Committee was asked to make a decision on the continued approval of the programme, and were invited to consider the following options:
- to withdraw approval from the programme on the basis that the education provider had exhausted all attempts to meet conditions placed on approval and standards of education and training remained unmet. (The Committee were also asked to consider directing the Education Department to contact the education provider and inform them of the decision and the need to submit a new programme approval request should they wish to have HPC approval for the programme in future); or
  - to overturn the recommendation of the visitors and reconfirm ongoing approval. (The Committee was also asked to consider directing the Education Department to contact the education provider and inform them of the decision).

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- 13.3 The Committee noted the correspondence received from the education provider in response to their deliberations at their meeting on 29 July 2009.
- 13.4 Having considered the evidence, including the observations made by North East Ambulance Service NHS Trust, the Committee decided to withdraw approval from the programme effective immediately.
- 13.5 The Committee instructed the Executive to contact the education provider and inform them of the Committee's decision.
- 13.6 The Committee noted that immediate withdrawal of approval from the programme would affect any currently enrolled students as they would not be eligible to register on completion of the programme. The Committee instructed the Executive to contact the education provider to clarify the status of any currently enrolled students and to ensure that best endeavours were made to enable any currently enrolled students on the programme to enroll on an alternative approved paramedic programme.

**ACTION:**     **The Executive** to inform the education provider of the Committee's decision to withdraw approval from the programme and request information about currently enrolled students. The Executive to ensure that best endeavours are used to secure future opportunities for any currently enrolled students affected by the decision to withdraw approval

**ACTION:**     **The Executive** to provide guidance or training for the Committee outlining options available to the Committee in the event that it withdraws approval from a programme where there are students currently studying.

#### **Item 14.09/107 Review of approval visits to IHCD Paramedic Award programmes**

- 14.1 The Committee received a paper from the Executive presenting a review of the programme of approval visits to pre-registration education and training delivered by UK ambulance NHS trusts.
- 14.2 The Committee was invited to discuss the review report and any subsequent actions for the Education Department.
- 14.3 The Committee welcomed the report, noting that it was a significant achievement to have drawn the data together. The paper was particularly useful in drawing the distinction between programmes provided by education provider and the general IHCD curriculum. The rigorousness of the exercise was helpful in light of the frustration felt by some UK ambulance NHS trusts about the speed of the approval visits to paramedic pre-registration education and training delivered by UK ambulance NHS trusts.
- 14.4 The Committee noted that it would be useful to have a mean indicator on graphs to reflect the relationship between the numbers of conditions

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applied to programmes in question and the average number of conditions applied to paramedic programmes . The Committee also noted that this information would be useful as indicator to the reader, but not as a comparison between the programmes and other types of education and training as this was not the purpose of the review or the data contained within it.

- 14.5 The Committee noted that it would be useful to circulate the review report to UK ambulance NHS trusts and key paramedic stakeholders for information.

**ACTION:** **Mr Ammar** to produce a final version of the review report, including the outcome of all approval visits and an executive summary; for Committee approval and subsequent publication and circulation for information.

- 14.6 The Committee agreed that the review report provided sufficient evidence that these programmes posed an ongoing risk and that the standard monitoring processes should be amended to reflect to take account of this.

- 14.7 The Committee agreed that all paramedic pre-registration education and training programmes delivered by NHS trusts would be required to submit an annual monitoring audit submission in the 2009-10 academic year.

- 14.8 The Committee agreed that in addition to the standard audit submission, these programmes should also provide the following information;

- An update on the progress of implementing and embedding professional skills into the delivery of their programme;
- An update on the progress of implementing the range of appropriate placements; and
- An update on the availability resources and confirmation of the ongoing provisions.

**ACTION:** **The Executive** to make arrangements to conduct the annual monitoring process with the above requirements.

### **Item 15.09/108 Staffordshire University - Foundation degree in Paramedic Science**

- 15.1 The Committee received a paper from the Executive for discussion and approval providing recommendations from visitors regarding the Staffordshire University Foundation Degree in Paramedic Science.

- 15.2 The Committee was asked to consider approval of the programme and were invited to consider the following options:

- to not approve the programme on the basis that the education provider has had two attempts to meet the outstanding condition placed on the

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programme and has failed to do so; and to direct the Education Department to contact the education provider and inform them of the decision and the need to submit a new programme approval request should they wish to have HPC approval for the programme.

- To accept the extenuating circumstances provided by the education provider and, therefore, the visitor's recommendation to approve the programme.

15.3 The Committee accepted the education provider's extenuating circumstances and visitor's recommendations and were minded to approve the programme.

15.4 The Committee agreed, subject to receipt by the executive of confirmation by the education provider that changes to the way in which the programme met the standards of education and training had not taken place, to approve the programme.

**ACTION:** Dr **Strevett** to inform the education provider of the Committee's decision and to request a declaration that the standards of education and training are still being met.

#### **Item 16.09/108 Birmingham City University – Fd Health and Social Care (Paramedic Science) (FTA)**

16.1 The Committee received a paper from the Executive to note regarding the withdrawal from the approval process of the full time, accelerated Foundation Degree in Health and Social Care (Paramedic Science) by Birmingham City University.

16.2 The Committee noted the report.

#### **Item 17.09/109 Health and character declarations**

17.1 The Committee received a paper from the Executive to note providing an update on Health and Character Declarations received by HPC between April 2008 and August 2009.

17.2 The Committee noted the update paper.

#### **Item 18.09/110 CHRE report on quality assurance in education**

18.1 The Committee received a paper from the Executive to note presenting the CHRE report - 'Quality assurance of undergraduate education by the healthcare profession regulators'.

18.2 The Committee noted the report.

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**Item 19.09/111 Generic Standards of Proficiency Review Group workplan**

19.1 The Committee received a paper from the Executive to note presenting a revised workplan for renewing the generic standards of proficiency.

19.2 The committee noted the workplan.

**Item 20.09/112 Decisions from Education and Training Panels, June-August 2009**

20.1 The Committee received a paper from the Executive to note presenting decisions taken by Education and Training Committee Panels between June and September 2009.

20.2 The Committee noted the decisions.

**Item 21.09/113 Any other business**

20.1 There was no further business.

**Item 22.09/116 Date & time of next meeting:**

10.30 am Wednesday 25 November 2009

**Subsequent meetings at 10.30 am:**

Wednesday 25 November 2009

Wednesday 10 March 2010

Tuesday 8 June 2010

**Part 2 – Private agenda**

As there were no private matters discussed as part of the private agenda, the items are included in the public section.

**Item 23.09/17 Minutes of the private part of the Education and Training Committee meeting of 29 July 2009**

23.1 The minutes were agreed as a true record and signed by the Chair.

**Item 24.09/18 Matters arising**

24.1 The Committee received a paper to note from the Executive summarising actions taken against matters arising from the private session of the meeting of 29 July 2009.

24.2 The Committee noted the actions.

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## Resolution

The Committee is invited to adopt one or more of the following:

'The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to one or more of the following;

- (1) information relating to a registrant, former registrant or applicant for registration;
- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions.'

## Summary of those matters considered whilst the public were excluded

The Committee did not conduct discussion while the public were excluded.

**This document is available in alternative formats on request.**

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