

## Education and Training Committee

**Minutes of the 60th meeting of the Education and Training Committee held as follows:**

**Date:** Thursday 6<sup>th</sup> March 2014

**Time:** 10:30 am

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

**Members:**

Joy Tweed (Chair)

Elaine Brookes

Mary Clark-Glass

John Donaghy

Sheila Drayton

Graham Towl

**In attendance:**

Liz Craig, PA to the Director of Education

Abigail Gorringe, Director of Education

Selma Elgaziari, Policy Officer

Claire Gascoigne, Secretary to the Committee

Michael Guthrie, Director of Policy and Standards

Jamie Hunt, Education Manager

Tracey Samuel-Smith, Education Manager

Marc Seale, Chief Executive

Edward Tynan, Policy Officer

Anna van der Gaag, Chair of Council

### **Item 1 - Chair's welcome and introduction**

- 1.1 The Chair welcomed the Committee to its first meeting since the reconstituted Committee took office on 1 January 2014.
- 1.2 The Chair of Council drew the member's attention to the terms of reference for the Committee and standing orders, which had been provided for reference. It was noted that the Committee is a statutory Committee, which plays an important role in the HCPC meeting primary objectives. It was agreed that the Committee needed to work together on maintaining vital links with the professions in light of the Committee's reduced size.

### **Item 2 - Apologies for absence**

- 2.1 There were no apologies for absence

### **Item 3 - Approval of agenda**

- 3.1 The Committee approved the agenda

### **Item 4 - Declaration of members' interests**

- 4.1 Members had no interests to declare in connection with the items on the agenda.

### **Item 5 - Minutes of the meeting of 14 November 2013 (ETC 01/14)**

- 5.1 The minutes were accepted as a correct record to be signed by the Chair subject to the inclusion of Sheila Drayton on the attendance list

### **Item 6 - Education annual report 2013 (ETC 02/14)**

- 6.1 The Committee received a paper for discussion/approval from the Executive
- 6.2 The Committee noted that the eighth Education annual report covers the period 1 September 2012 to 31 August 2013 and presents statistical information relating to the approval and monitoring processes
- 6.3 During discussions the following points were highlighted;
  - 2012-13 was the first year of scheduled approval visits to programmes for social workers in England;
  - a new standard of education and training about service user and carer involvement in education and training programmes was introduced in 2012-13;

- the approval criteria for approved mental health professional (AMHP) programmes in England and the standards for prescribing, were produced in preparation for the schedule of activities in 2013–14;
- the HCPC approved 66 new programmes in 2012-13, compared to 49 new programmes in 2011–12. Of these 66 new programmes, 20 were programmes for social workers in England;
- in 2012-13 there were 841 conditions set across the 125 programmes visited. Which is an average of seven conditions per programme;
- 549 annual monitoring submissions were received. This included 265 declarations and 284 audits; and
- the Department received eight education provider concerns which were within our remit in 2012–13. Of the eight received one met the HCPC requirements for further investigation. This investigation report was considered by the Education and Training Committee in November 2013.

- 6.4 The Committee noted that the purpose of the report was to evaluate the HCPC's quality assurance processes and that it was not intended to examine the state of education in any profession or sector.
- 6.5 The Committee discussed the Department's activity around the on-boarding of social workers in England and the specific social workers section of the report. It noted that it was usual practice to have a profession specific section in the report when a profession was new to the HCPC register and its quality assurance processes. It also noted that a much more in depth report on the first year of social worker visits had recently been published by the HCPC.
- 6.6 The Committee noted that the on-boarding of social workers in England was a substantial piece of work with tight timeframes for delivery. It agreed that it was important to explain in the report how much work went into the transfer and the scheduling of approximately 250 programmes over a three year period. It was also agreed that readers of the reports should be directed more explicitly to the detailed review of the first year of social worker visits.
- 6.7 The Committee discussed the format and language of the report, the following points were made:-
- the report was considered to be easy to read and follow, and that the balance of language, whilst informal in places was appropriate for the wide audience it was intended for;
  - the HCPC does not discourage education providers against a course of action in a process as this is not its role. The HCPC advises education providers based in its evidence base;
  - the labelling of graphs within the report requires revision to aid clarity;

- the acceptance criteria for education provider concerns should be included in the relevant section along with what the HCPC does with concerns that do not meet the criteria; and
  - the reference to the previous regulator required revision.
- 6.8 The Committee agreed to approve the report subject to the Chair of the Committee and the Chair of Council reviewing the final report. It was agreed that members could provide the Director of Education with minor editing amendments to feed into the final version.

**Item 7 - Consultation on changes to the profession-specific standards of proficiency for biomedical scientists (ETC 03/14)**

- 7.1 The Committee received a paper for discussion/approval from the Executive.
- 7.2 The Committee noted that, following a review of the standards by the Institute of Biomedical Science and further input from two biomedical scientist visitor partners, The HCPC is ready to consult publicly on the draft standards of proficiency for biomedical scientists.
- 7.3 The Committee noted that the second bullet point on page 12 of the draft standards should read biomedical rather than clinical.
- 7.4 The Committee agreed to recommend the draft standards of proficiency for biomedical scientists and the text of the consultation paper to Council for approval (subject to minor editing changes and formal legal scrutiny).

**Item 8 - Consultation on changes to the profession-specific standards of proficiency for clinical scientists (ETC 04/14)**

- 8.1 The Committee received a paper for discussion/approval from the Executive.
- 8.2 The Committee noted that at the start of the review of the profession-specific standards for clinical scientists, the HCPC consulted the Association of Clinical Scientists (ACS). As so few changes were suggested to the standards by the ACS, further advice on the changes from individual clinical scientists has not been sought at this stage.
- 8.3 The Committee noted that this input may be sought from clinical scientist visitor partners following the results of the consultation if necessary.
- 8.4 The Committee agreed to recommend the draft standards of proficiency for clinical scientists and the text of the consultation paper to Council for approval (subject to minor editing changes and formal legal scrutiny).

**Item 9 - Outcomes of the consultation on proposed profession-specific standards of proficiency for operating department practitioners (ETC 05/14)**

- 9.1 The Committee received a paper for discussion/approval from the Executive.
- 9.2 The Committee noted that, following a review of the standards by the professional bodies for operating department practitioners the HCPC publicly consulted on the draft standards between 15 July and 18 October 2013.
- 9.3 The Committee noted that the revision of the standards post-consultation were informed by an operating department practitioner and former member of the Committee.
- 9.4 The Committee discussed the response rate from education providers to the consultation. It was noted that the Council of Deans responds to consultations on behalf of some of its members.
- 9.5 The Committee agreed to recommend the revised standards of proficiency for operating department practitioners and the text of the consultation analysis document to Council for approval (subject to minor editing amendments and formal legal scrutiny).

The Committee noted the following items:

**Item 10 - Education seminars feedback analysis report (ETC 06/14)**

**Item 11 - Guidance for disabled people wanting to become health and care professionals – update (ETC 07/14)**

**Item 12 - Any other business**

- 12.1 There was no further business

**Item 13 - Date and time of next meeting**

Thursday 5 June 2014, 10.30am

**Resolution**

The Committee agreed to adopt the following resolution:

‘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;

- (a) information relating to a registrant, former registrant or applicant for registration;
- (b) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (c) 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;  
(d) negotiations or consultation concerning labour relations between the Council and its employees;  
(e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;  
(f) action being taken to prevent or detect crime or to prosecute offenders;  
(g) the source of information given to the Committee in confidence; or  
(h) 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.'

<b>Item</b>	<b>Reason for Exclusion</b>
14	A, G

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

**Item 14 - Private minutes of the meeting of 14 November 2013 (ETC 08/14)**

14.1 The minutes were accepted as a correct record and signed by the Chair

**Item 15 - Any other business**

15.1 There was no further business

**Chair Joy Tweed**

**Date 05.06.2014**