

Operations Report to Finance & Resources Committee, 20 November 2006

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Registrations – Richard Houghton

Summary

This paper provides an update from the UK and International Registration Departments for the period August to October 2006.

1) Operational Performance

a) Telephone Calls

i) UK Department - During the period from the 1st August 2006 to 31st October 2006 the team received a total of 18577 telephone calls which was a 6% increase compared with the same period last year and 91% of calls were answered, which is a 16% improvement on the same period last year. The team have made a significant improvement in reducing the 'time to answer' all calls, with the average time to answer improving from 96 seconds in May 2006 to 32 seconds in October 2006.

ii) International Department - During the period from the 1st August 2006 to 31st October 2006 the team received a total of 5207 telephone calls and 93% of calls were answered which is a 4% improvement on the same period last year. The team have reduced the 'time to answer' all calls, with the average time to answer improving from 18 seconds in May 2006 to 12 seconds in October 2006.

b) Application Processing

i) UK Department - A total of 3078 new applications were received during this period and 4235 individuals were registered. Applications took on average 7 working days to process from start to finish compared to 10 days for the same period last year.

Applications for readmission were taking an average of 2 working days.

ii) International Department - A total of 881 new International and Grandparenting applications were received in this period and 890 individuals were registered. The focus during the 3 months was to improve service delivery time and reduce backlogs and the team have reduced the minimum information backlog, which was 768 applications in July, to 26 applications at the end of October. The team are now processing applications on the same day they are received which is a tremendous achievement.

14 Operating Department Practitioners (ODP) Grandparenting applications were received and the Grandparenting window closed on the 17th October 2006 for ODP's.

c) Emails

i) UK Department - The team are receiving approximately 40/50 emails per day and are managing to respond to these within a couple of hours in most cases.

ii) International Department - The team are receiving approximately 30/40 emails per day and are responding to these within 48 hours of receipt.

d) Registration Renewal

The final profession to renew registration this year is ODP's. 8629 renewal forms were sent at the at the beginning of September 2006 with 3752 final notices sent at the end of October. Registrants have been provided with pre-paid business reply envelopes in the hope that this will improve the response rate.

Renewal applications were taking an average of 48 hours to process.

Overall operational performance is benefiting from the relocation of the renewals team, which is now situated within the UK Department, as all renewals team members are assisting with the processing of UK application forms.

2) Employee Resource

Both teams are currently operating within their budgeted headcount with operational effectiveness improving.

During the period Sonny Burgess left the UK Department and Rob Ackford and Gary Stanbury left the International Department.

We are currently recruiting for a Team Leader and 2 Registrations Officers to work within the UK Department and 1 Registration Officer to work within the International Department. All the positions that are being advertised are direct replacements for leavers from the Registration Departments.

Both Claire Harkin and Mark Potter have commenced studying for a Professional Certificate in Contact Centre Management and Strategy.

Internal quality audits

Below is a list of recent/upcoming internal quality audits:

- Friday 17 November Aspirant Groups and CPD
- Thursday 16 November International
- Monday 27 November Office Services

BSI Audits 24 April 2007

Below is a list of the departments that will be involved in the next round of BSI audits:

- Quality Management 9.00 – 10.00
- CPD & Aspirant Groups 11.00-12.00
- Secretariat 12.00-11.00
- Customer Service 12.30 - 13.30
- Information and IT 13.30 - 14.30

QMS review meetings

Below is a list of recent/upcoming QMS review meetings:

- Wednesday 27 September CPD and Aspirant Groups
- Thursday 28 September Quality
- Monday 6 November Secretariat
- Wednesday 8 November Fitness to Practise

QMS process updates

Below is a list of recent process changes on the QMS:

- Policy processes

- Governance page
- Project management







Since the last Finance and Resources committee meeting Claire has been working on formalising HPC's approach to project management and planning. The results of this work are detailed in the "Project management at HPC paper" tabled for discussion today.

In addition to this, project planning for 2007/8 is now underway, using the methodology discussed in the above-mentioned paper. A preliminary list of 50 projects has been identified for consideration for next year. This list will, in the coming weeks, be prioritised and rationalised in order to identify those projects that will be undertaken in the next financial year.

Furthermore significant work has been undertaken on the Registration Fees Change project (MP7) and the Equality and Diversity project (MP5) including the co-ordination of :

- Gaining approval from Council regarding the fees proposal
- Printing and mailing of the Fees rise consultation documentation
- Equality and Diversity Scheme training for members of the Equality and Diversity project team
- Refinement of Equality and Diversity project approach

HPC Major Projects 2006/7 Scorecard

No.	Priority	Project name	Project Description	Project Sponsor	Project Lead	Project Charter	Project Plan	Business Reqs (if IT)	06/07 Budget*	06/07 Spend*	Due Date	Status
MP1	1	Infrastructure improvement	Testing and upgrade of IT infrastructure to ensure that HPC is secure	R Dunn	T Goulbourne	N	N	N	Internal	Internal	26/01/07	
MP2	2b	Continuing Professional Development (CPD)	Implementation of processes to audit & track registrants' evidence of CPD.	G Ross-Sampson	C Savage	N	Y	N	£25		30/06/08	
MP3	2b	On-boarding of the Applied Psychologists	On-boarding of the Applied Psychologists	G Ross-Sampson	C Savage	N	N	N	On hold	On hold	31/12/07	On hold
MP4	2b	On-boarding of Hearing Aid Council	Absorption of the Hearing Aid Council	G Ross-Sampson	C Savage	N	N	N	On hold	On hold	01/04/08	On hold
MP5	2b	Equality and Diversity Project	Revision of equality & diversity policies to ensure HPC is pro-actively eliminating discrimination	M Seale	K Johnson	Y	Y	N	£20		20/05/11	
MP6	2b	Return to Practise	Phase 1 : Creation of forms & guidance notes & rollout of process Phase 2 : LISA enhancement to record RTP	R Houghton	C Harkin	Y	N	Y			Phase 1 : Jul 06 Phase 2 : TBD	Phase 2 on hold
MP7	2c	Registration fee change	Realignment of registration fee charges	M Seale	S Leicester	N	Y	N			15/06/07	
MP24	2d	Stannery street	Refurbishment of Stannery Street building	M Seale	S Hall	N	N	N	£1M		31/10/07	
MP8	3	Fitness to Practise Database	Finalisation of Fitness to Practise database	K Johnson	E Seall	Y	N	N	Internal	Internal	22/09/06	

Key:

Green – Project is due to meet deadline

Amber – Indications are that it is probable that project will miss deadline

Red – Project has missed deadline






↑ Status of project has improved since last reporting cycle

→ Status of project is static since last reporting cycle

↓ Status of project has declined since last reporting cycle

* All amounts in £000's

HPC Major Projects 2006/7 Scorecard

No.	Priority	Project name	Project Description	Project Sponsor	Project Lead	Project Charter	Project Plan	Business Reqs (if IT)	06/07 Budget	06/07 Spend	Due Date	Status
MP9	3	Education database	Improvements to existing Approvals MS Access database	G Ross-Sampson	A Creighton	Y	Y	Y	Internal	Internal	31/10/06	Complete
MP10	3	BACS / IP	Upgrade to allow HPC to continue to accept DD payments	S Leicester	M Cheema	Y	N	Y	£10		01/12/06	
MP11	3	Intermediate Lapsing	LISA enhancement to automate mid-cycle lapsing	S Leicester	S Gillick	Y	Y	Y	£20		02/03/07	
MP13	4	Updating of Admissions forms	All Admissions forms and guidance notes to be updated & to include CPD and Return to Practise information	R Houghton	J Archibald / Huw Bevan	Y	Y	N	Internal	Internal	10/07/07	
MP12	4	Online Applications	LISA enhancement to allow applicants to apply & pay online.	G Ross-Sampson	R Houghton	N	N	N	£12			
MP14	4	Online LISA authentication	Giving registrants the ability to update their personal details online	G Ross-Sampson	R Houghton	N	N	N	£13.2			
MP15	4	Registration fee calculator	LISA enhancement to enable Registrations to calculate mid-cycle fees.	G Ross-Sampson	R Houghton	N	N	N	£25			
MP16	5	Bulk Letter generation	LISA enhancement to allow ad-hoc mail merge runs			N	N	N	£15			
MP17	5	E-pass list upload	LISA enhancement to allow the electronic verification of passlists	R Houghton	C Harkin	N	N	N	Internal	Internal		
MP18	5	HOMER improvements	Extension of HOMER system to include Council members	N O'Sullivan	N O'Sullivan	N	N	N				

Key:

Green – Project is due to meet deadline

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Status of project has improved since last reporting cycle



Status of project is static since last reporting cycle



Status of project has declined since last reporting cycle

* All amounts in £000's

CPD & Aspirant Groups – Cathy Savage

This paper provides an update from the CPD and Aspirant Groups departments for the period August to October 2006.

1. Continuing Professional Development (CPD)

1.1 IT/LISA database

First project meeting was held with Digital Steps on 4th September 2006 to go through the proposed timetable for LISA enhancements/functionality requirements

Second project meeting will be held with Digital Steps on 17th October 2006 to go through the draft CPD scenarios and to link those into the initial functionality requirements of the LISA system. The IT team and the CPD Manager have amended the scenarios and these will be submitted to Digital Steps so that the project specification may be drawn up. From this the estimated cost for amendments to the LISA system will be incorporated in the second iteration of the 2007/8 Budget.

1.2 Papers for Committee

ETC agreed at their meeting in September 2006 that the audit sample size would be at 5% for the first two professions (Chiroprodists and ODPs) and then reduced to 2½% for the subsequent professions. The figures would then be re-assessed after the first cycle of audits. Updated information has been uploaded on the website (completed 20th October 2006) and Springfield (intranet). The Education & Training Committee will receive a full update on the CPD project for their December 2006 meeting.

1.3 Delivery of the CPD Project

CPD project meetings will be held for the foreseeable future on a fortnightly basis. CPD Project Team meetings will be held on 25th October 2006, 6th November 2006 and 23rd November 2006, 4th December 2006 and 8th January 2007. Thereafter, frequency of meeting dates will be reviewed. All details of meeting dates, times and venues are on Springfield (intranet). Future meeting dates have been booked until March 2008.

Key delivery dates are:

June & August 2006 Communications with registrants and other stakeholders – publication of the short and more comprehensive guidance on the Standards for CPD and the audit process

September 2006 Project team meetings commence bi-weekly and meetings with Digital Steps regarding the LISA enhancements required

November 2006 2007/8 Budget considered by the Finance and Resources Committee

April 2007 Commencement of CPD Roadshows (subject to budget approval)

September 2007 Commencement of recruitment of CPD assessors

October 2007 LISA enhancements operating

March 2008 LISA ready to operate with CPD amendments

October 2007 – May 2008 Employee training (registrations teams, reception staff) + information for all other employees

9th July 2008 Project completion

1.4 Standard letters for LISA database

The list of Standard CPD-Fitness to Practise and CPD-confidentiality and CPD-deferral letters has been drafted. The Registrations team is working on drafting the CPD-Registrations letters. The Registration Manager & CPD Manager will be meeting shortly to discuss resources, staff training and workflows and work to be completed. These will be regular meetings held on a monthly basis.

1.5 Partner Recruitment & Training

The CPD Manager and Director Human Resources and the Partner Manager met in late October 2006 to go through the requirements for CPD assessor recruitment, numbers of assessors required, role briefs and person specifications, CPD partner remuneration and assessor training. It has been agreed that partner recruitment will be phased commencing with the recruitment of CH and ODP CPD Assessors in September 2007. The website has been updated to reflect the new recruitment schedule. The estimated number of assessors required has been determined. The CPD Manager and Director of Human Resources and the Partner Manager will be meeting with the Chief Executive and Michael Schofield from the Commission for Public

Appointments to discuss as to how we recruit CPD partners; whether from the existing database or a new recruitment campaign.

1.6 The Project Plan

The Updated CPD Project Plan & action points arising from the project meetings are available the Intranet.

1.7 CPD workflows

Work in underway to plot the CPD processes/workflows – how the profiles will be handled once returned to HPC, and then sent out for assessment, how feedback from the assessors is processed and how we then communicate with registrants. How we deal with registrants wishing to return to the register following removal for failing to meet the Standards. The CPD Manager has plotted the anticipated workload that the registrations teams will have to process from 2007 – 2012 incorporating registration renewals, possible grandparenting applications and CPD assessments.

1.8 Internal communications

The CPD Manager met with the UK and International registrations teams on 19th October and 8th November 2006 respectively to bring them up to date on the CPD project and to also answer any questions/concerns that the teams had.

2. Aspirant Groups

2.1 The Guidance Notes for professions seeking regulation by HPC – Proposed consultation

The consultation letter has been approved by Council and printed. The consultation will commence 1st December 2006 until 1st March 2007 and details of the consultation will be on the HPC website by 28th November 2006. The Intranet has also been updated with details of the consultation. Responders will be encouraged to submit their responses electronically.

2.2 Who has contacted us

The HPC has been contacted by over 50 groups seeking regulation (since 2003 to date). This information was uploaded on the HPC Website in October 2006; which would assist applicant occupations in noting who has had contact with HPC and who they should also be making contact with (if the organization is associated with or similar to the profession seeking regulation) regarding proposals to seek statutory regulation.

2.3 Meetings

HPC has met with:

16th October 2006 - British Society of Hearing Aid Audiologists
25th October 2006 - representatives of the Society of Sports Therapists, the Sports Massage Association, the SMAE Institute, the British Association of Sports Rehabilitators & Trainers, the Chartered Society of Physiotherapy and the Department of Health to discuss the recent application by the SST to HPC for statutory regulation and to resolve some of the issues regarding regulation of the profession as a whole.

There has been a slowing down in the number of meetings as a result of the current consultation on the Foster Review.

Current applications for regulation

The British Association for Sports Rehabilitators & Trainers (BASRaT) has now decided to defer its application for statutory regulation of the profession of sports rehabilitation and training (originally scheduled for Council's consideration in December 2006) until further discussions have been held with other representative bodies and special interest groups involved in allied professions to sports rehabilitation and sports therapy.

Completed: 27th October 2006

Appendix 1 – Professions/Groups seeking regulation by HPC

ALPHABETICAL LIST OF APPLICANT GROUPS/SPECIAL INTEREST GROUP		
Organisation	Profession/Practitioners	Association
1 Acupuncture Regulatory Working Group	Acupuncture	The British Psychological Society
2 The Alliance of Private Sector Chiroprody & Podiatry Practitioners	Foot Health Practitioners	British Society of Clinical Hypnosis
3 Artists in Mental Health	Artists in Mental Health	British Society of Echocardiographers
4 Association of Child Psychotherapists	Child Psychotherapists	British Association of Tissue Banking
5 Association of Dance Movement Therapists	Dance Movement Therapy	Cambridge Society for Psychotherapy
6 Association of Operating Department Practitioners	Operating Department Practitioners	College of Health Care Chaplains
7 Association of Osteomologists	Osteomologists	The College of Psychoanalysts UK
8 Association of Professional Ambulance Personnel	Ambulance Practitioners, Advanced Ambulance Practitioners and Ambulance Technicians	The Commission for Healthcare Regulatory Excellence
9 British Academy of Audiologists	Audiology	Confederation of Analytical Psychologists
10 British Association for Counselling & Psychotherapy	Counselling & Psychotherapy	Craniocentral Therapy Association of the UK
11 British Association for Nutritional Therapy	Nutritional Therapy	Diabetic Retinopathy Hospital Play Staff Education Trust
12 British Association of Play Therapists	Play Therapists	Institute of Medical Illustrators
13 British Association for Psychoanalytic & Psychodynamic Supervision	Psychotherapists & Counsellors	Institute of Sterile Services Management
14 British Association of Sports Rehabilitators & Trainers	Sports rehabilitators & trainers	Institute of Maxillofacial Prosthodontists & Technologists
15 British Confederation of Psychotherapists	Psychotherapists	International Society of Professional Counsellors
16 British Orthopaedic	Orthopaedic Technicians	National Association of Assistants in Surgical Practice

17	Applied Psychologists	
18	Hypnotherapy/Clinical Hypnotherapy	
19	Echocardiography	
20	Tissue Banking	
21	Psychotherapists & Counsellors	
22	Health Care Chaplains	
23	Psychotherapists & Counsellors	
24	Healthcare Assistants in the Prison Service	
25	Psychotherapists & Counsellors	
26	Craniocentral Therapists	
27	Diabetic Retinopathy	
28	Hospital Play Staff	
29	Clinical Photographers/Videographers/Illustrators	
30	Sterile Services Managers	
31	Maxillofacial Prosthetic Technicians	
32	Psychotherapists & Counsellors	
33	Surgical Care Practitioners	
34	Exercise & Sports Care	
35	Nutritionists	

36	Orthotic Research & Locomotor Assessment	Gait Analysis/Gait Laboratory workers
37	Regional Laboratory for Toxicology	Toxicologists
38	Registration Council for Clinical Physiologists	Clinical Physiologists
39	The Royal College of Surgeons of England	Surgical Care Practitioners
40	The Society of Clinical Perfusion Scientists	Clinical Perfusion Scientists
41	Society of Health Advisers in Sexually Transmitted Diseases	Health Advisers in Sexually Transmitted Diseases
42	The Society of Sports Therapists	Sports Therapists
43	Society of Vascular Technology of Great Britain & Ireland	Vascular Technologists
44	Sports Massage Association	Sports Massage Therapists
45	Thrive	Horticultural Therapists
46	The Trichological Society	Trichologists
47	United Kingdom Association of Sonographers	Sonography
48	UK Council for Psychotherapy	Psychotherapists & Counsellors
49	UK Council for Health Informatics	Health Informatics
50	United Kingdom Voluntary Register for Public Health Specialists	Public Health Specialists
51	Voluntary Register of Clinical Technologists	Clinical Technologists
52	Voluntary Registration Council	Healthcare Scientists

Approvals & Annual Monitoring – Abigail Creighton

Approvals visits 2006/07

The following six visits took place between 1 September 2006 and 31 October 2006.

Date of Visit	Name of Education Provider	Title of Programme	Reason for Visit
6/7 Sept 06	University of Worcester	FD Pre-hospital and Unscheduled Emergency Care	New Programme
26/27 Sept 06	Manchester Metropolitan University	MSc Physiotherapy (Pre-registration)	New Programme
3/4 Oct 06	Canterbury Christ Church University	Pg Dip Speech and Language Therapy	New Programme
6 Oct 06	University of Ulster	BSc (Hons) Dietetics Pg Dip Dietetics MSc Dietetics	Major Change
12 Oct 06	Coventry University	Certificate in Non-medical Prescribing	New Programme
17 Oct 06	The Robert Gordon University	BSc (Hons) Dietetics	Major Change

There are already 70 visits planned for the 2006/07 academic year, covering 115 programmes. Appendix 1 shows the detail of these visits and Appendix 2 shows the breakdown by month and profession. There are approximately five additional visits that need to be scheduled for programmes that require a visit following annual monitoring.

All scheduled visits have had their Executive members assigned and we are in the process of confirming Visitors for visits between January – June 2007. The schedule for visits between 1 November 2006 & 30 April 2007 has now closed as the six months notice period has passed. The month of May 2007 is almost at capacity for visits, which means that most visits requests from now on can only be accommodated in June 2007. The month of March 2007 is at capacity due to a three multi-professional events

Appendix 3 shows the long-term trends of visits.

Annual Monitoring

The Department are currently finalising the revised publications and correspondence before the commencement of annual monitoring in 2006/07. The Department has contacted all education providers to confirm when their internal annual monitoring processes are complete, to help plan the assessment days and general workload of the process. The Department is planning to write to all education providers with specific information on what is required of them for this year's annual monitoring within the next six weeks. They will also receive an updated copy of the supplementary information and appropriate forms.

Minor and Major Changes

The Department has received 13 minor/major change submissions between 1 September 2006 and 31 October 2006. Of these 13, an Approvals Panel has signed off four and nine are still under consideration. Of the four signed off, three were deemed to be a minor change and one deemed to be a major change. Although this was a major change, it was agreed that the programme still met the Standards of Education & Training and so there was no requirement for an approvals visit.

Communication with Stakeholders

HEI Presentations

The Department is currently in the middle of a series of presentations to education providers across the UK. The dates and locations of the six presentations are as follows -

Ulster	4 October 2006	Ulster University
London	10 October 2006	Imperial War Museum
Glasgow	13 October 2006	Glasgow Caledonian University
Manchester	13 November 2006	Manchester conference centre
London	14 November 2006	Imperial war museum
Cardiff:	21 November 2006	Cardiff University

Initial feedback from attendees at these presentations has been positive and they have used the questions & answers session to ask a range of questions specific to their institution and current experiences. The Department intends to collect formal feedback from attendees and presenters and use this to determine the nature of future presentations.

Publications

The Department is currently working on publishing the final copies of the approvals process and annual monitoring process supplementary information. It is hopeful that these will be available in late November 2006.

The Department has recently begun work on updating the education section of the main HPC website. We hope to alter the layout of our pages and increase the accessibility of publications and forms, so that education providers have a greater pool of resources available to them about the approvals and monitoring processes. We also plan to work with the Communications Department to change the format of the Register of approved courses, so that potential applicants can search the approved programme list and link directly to education provider websites.

Visitors

The Department is currently working on the arrangements for Visitor training sessions for new and current visitors. We are hoping to hold sessions for new visitors in December 2006 and separate sessions for refresher training in January 2007. Once these have been held, we will decide whether additional training will be necessary before the reappointments process in July 2007.

The Department will be contributing to the Partner Conference in late November 2006. A breakout session will give Visitors an update on the work of the department over the last eighteen months as well as a presentation on the new 'annual monitoring' and 'major minor change' processes.

Employees

Katherine Lock, the new Team Administrator started on 11 September 2006. Two new Education Officers, Daljit Mahoon and Chris Hipkins, started on 18 September 2006 and 30 October 2006 respectively. A third Education Officer will hopefully be appointed in early December 2006.

Date	Education Provider	Profession	Programme	Reason for Visit	Cancelled
6-7 September 2006	University of Worcester	PA	Foundation Degree Pre-hospital and Unscheduled Emergency Care	New Programme	
12 September 2006	Staffordshire University	SP	Supplementary Prescribing for Allied Health Professionals	New Programme	Yes (HPC initiated)
14 September 2006	Coventry University	SP	Certificate in Non-medical Prescribing	New Programme	Yes (HPC initiated)
26-27 September 2006	Manchester Metropolitan University	PH	MSc Physiotherapy (Pre-registration)	New Programme	
3-4 October 2006	Canterbury Christ Church University	SLT	Pg Dip Speech and Language Therapy	New Programme	
06 October 2006	University of Ulster	DT	MSc Dietetics	Major Change	
		DT	BSc (Hons) Dietetics	Major Change	
		DT	Pg Dip Dietetics	Major Change	
12 October 2006	Coventry University	SP	Certificate in Non-medical Prescribing	New Programme	
17 October 2006	The Robert Gordon University	DT	BSc (Hons) Dietetics	Major Change	
01 November 2006	University of Plymouth	AT	MA Dramatherapy	Major Change	Yes (EP initiated)
8-9 November 2006	University of Wales Insitute Cardiff	DT	BSc (Hons) Dietetics	QAA Benchmarks	
		DT	MSc Dietetics	QAA Benchmarks	
		DT	Pg Dip Dietetics	QAA Benchmarks	
15-16 November 2006	University of Plymouth	ODP	Dip HE Operating Department Practice	New Profession & Annual Monitoring	Yes (EP initiated)
20-23 November 06	University of Bedfordshire	ODP	Dip HE Operating Department Practice	New Profession	
23 November 2006	University of Hull	SP	Supplementary Prescribing	New Programme	
06 December 2006	Staffordshire University	SP	Supplementary Prescribing for Allied Health Professionals	New Programme	
06 December 2006	University of Brighton	SP	Supplementary Prescribing	New Programme	
12-13 December 2006	University of Central Lancashire	ODP	Dip HE Operating Department Practice	New Profession	

13 December 2006	University of Bradford	SP	Supplementary Prescribing	New Programme
19-20 December 2006	University of East Anglia	ODP	Dip HE Operating Department Practice	New Profession
18-19 January 2007	University of Essex	BMS	BSc (Hons) Applied Biomedical Science	New Programme
23-24 January 2007	Anglia Ruskin University	ODP	Dip HE Operating Department Practice	New Profession & Annual Monitoring
	Anglia Ruskin University	ODP	BSc (Hons) Operating Department Practice	New Programme
	HSHS	ODP	Dip HE Operating Department Practice	New Profession & Annual Monitoring
	HSHS	ODP	BSc (Hons) Operating Department Practice	New Programme
24-25 January 2007	Canterbury Christ Church University	ODP	Dip HE Operating Department Practice	New Profession
25 January 2007	St Martin's College	SP	Supplementary Prescribing	New Programme
30-31 January 2007	College of St Mark and St John	SLT	BSc (Hons) Speech and Language Therapy	Major Change
1-2 February 2007	University of Central Lancashire	PA	Dip HE Out of Hospital Care	New Programme
6-7 February 2007	University of Derby	AT	MA Dramatherapy	QAA Benchmarks
		AT	MA Art Therapy	QAA Benchmarks
7-8 February 2007	South Trent ODP Centre	ODP	Dip HE Operating Department Practice	New Profession
8-9 February 2007	University of East London	PH	BSc (Hons) Physiotherapy	Major Change
		PH	BSc (Hons) Podiatric Medicine	Major Change
13-14 February 2007	Nordoff-Robbins Music Therapy Centre London	AT	MSc Music Therapy	QAA Benchmarks
14-15 February 2007	University of Paisley	BMS	BSc (Hons) Applied Biomedical Science	New Programme
20-21 February 2007	Anglia Ruskin University	RA	BSc (Hons) Radiography (Therapeutic)	New Programme
		RA	BSc (Hons) Radiography (Diagnostic Imaging) (mixed route)	Major Change
		RA	BSc (Hons) Radiography (Diagnostic Imaging) (FT)	New

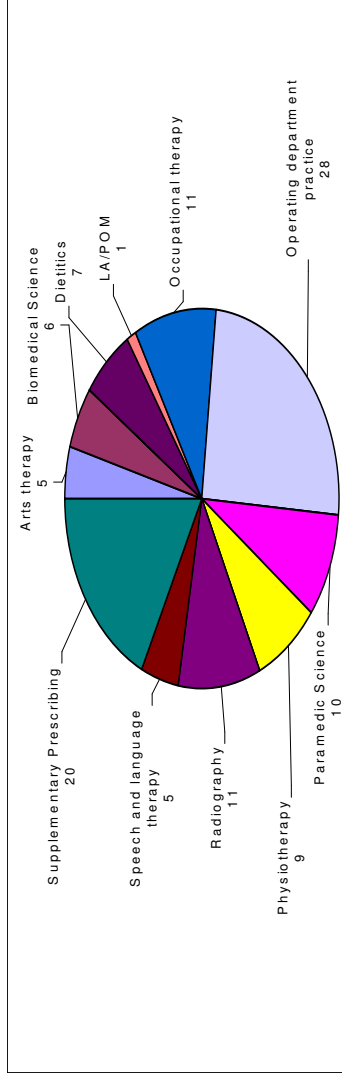
				route)	Programme
21-22 February 2007	University of Hertfordshire	BMS		BSc (Hons) Applied Biomedical Science	New Programme
27-28 February 2007	University of Huddersfield	ODP		Dip HE Operating Department Practice	New Profession
28 February 2007	Queen Margaret University College	LA/POM		Pharmacology for Podiatric Surgery	New Programme
28 February-1 March 2007	University of Plymouth	ODP		Dip HE Operating Department Practice	New Profession & Annual Monitoring
6-8 March 2007	Oxford Brookes University	ODP		Dip HE Operating Department Practice	New Profession
	Brunel ODP Centre	ODP		Dip HE Operating Department Practice	New Profession
6-8 March 2007	London South Bank University	ODP		Dip HE Operating Department Practice	New Profession
		OT		MSc Occupational Therapy	New Programme
		OT		BSc (Hons) Occupational Therapy (PT)	Major Change
		OT		BSc (Hons) Occupational Therapy (FT)	Major Change
		OT		PgDip Occupational Therapy	Major Change
		OT		MSc Occupational Therapy	New Programme
		RA		BSc(Hons) Therapeutic Radiography	Major Change
		RA		BSc(Hons) Diagnostic Radiography	Major Change
		RA		PgDip Therapeutic Radiography	Major Change
		RA		MSc Therapeutic Radiography	Major Change
		PH		BSc(Hons) Physiotherapy	Major Change
7-8 March 2007	University of Hertfordshire	PA		Foundation Degree Paramedic Science	QAA Benchmarks
		PA		BSc Paramedic Practice	QAA Benchmarks
		PA		Dip HE Paramedic Science	QAA Benchmarks
		PA		BSc (Hons) Paramedic Science	QAA Benchmarks
13-15 March 2007	University of Ulster	OT		BSc (Hons) Occupational Therapy	QAA Benchmarks
		PH		BSc (Hons) Physiotherapy	QAA Benchmarks
		RA		BSc (Hons) Radiography(Diagnostic)	Major Change
		RA		BSc (Hons) Radiography (Therapeutic)	Major Change

			SLT	BSc (Hons) Speech and Language Therapy	QAA Benchmarks
14-15 March 2007	University of Hull		ODP	Dip HE Operating Department Practice	New Profession
20-23 March 2007	Cardiff University		ODP	Dip HE Operating Department Practice	New Profession
			RA	BSc (Hons) Diagnostic Radiography and Imaging	Major Change
			RA	BSc (Hons) Radiotherapy and Oncology	Major Change
			PH	BSc (Hons) Physiotherapy	Major Change
			OT	Pg Dip Occupational Therapy	Major Change
			OT	BSc (Hons) Occupational Therapy (PT)	Major Change
			OT	BSc (Hons) Occupational Therapy (FT)	Major Change
28-29 March 2007	University of Teeside		ODP	Dip HE Operating Department Practice	New Profession
03 April 2007	University of Central England, Birmingham		SP	Supplementary Prescribing	New Programme
3-4 April 2007	University of Plymouth		PA	BSc (Hons) Paramedic Science	New Programme Yes (EP initiated)
04 April 2007	Canterbury Christ Church University		SP	Supplementary Prescribing	New Programme
11 April 2007	Glasgow Caledonian University		SP	Supplementary Prescribing	New Programme
11-12 April 2007	Anglia Ruskin University		SP	Supplementary Prescribing	New Programme
	HSHS		SP	Supplementary Prescribing	New Programme
12 April 2007	University of Stirling		SP	Non-Medical Prescribing	New Programme
17-18 April 2007	University of Wales, Bangor		ODP	Dip HE Operating Department Practice	New Profession
18-19 April 2007	University of Portsmouth		ODP	Dip HE Operating Department Practice	New Profession
18-19 April 2007	York St John University		OT	BSc (Hons) Occupational Therapy	Major Change
			PH	BSc (Hons) Physiotherapy	Major Change
19-20 April 2007	University of Central England, Birmingham		PA	FdSc Health and Social Care (Paramedic Science)	New Programme
24-25 April 2007	University of East Anglia		PH	BSc (Hons) Physiotherapy	QAA Benchmarks
			OT	BSc (Hons) Occupational Therapy	QAA Benchmarks
			SLT	BSc (Hons) Speech and Language Therapy	Major Change
24-25 April 2007	Sheffield Hallam University		ODP	Dip HE Operating Department Practice	New Profession
26 April 2007	University of Dundee		SP	Supplementary Prescribing	New Programme

27 April 2007	Queen Margaret University College	SP	Extended Independent Prescribing and Supplementary Prescribing	New Programme	
01 May 2007	University of Paisley	SP	Non-Medical Prescribing	New Profession	
1-2 May 2007	Edge Hill University	ODP	Dip HE Operating Department Practice	New Profession & Annual Monitoring	
2-3 May 2007	University of Wales Insitute Cardiff	BMS	BSc (Hons) Applied Biomedical Science	New Programme	Yes (EP initiated)
3-4 May 2007	Northumbria University	BMS	BSc (Hons) Applied Biomedical Science	New Programme	
8-9 May 2007	Anglia Ruskin University	BMS	BSc (Hons) Biomedical Science	New Programme	
09 May 2007	Leeds Metropolitan University	SP	Non-Medical Prescribing	New Programme	
9-10 May 2007	Liverpool John Moores University	BMS	BSc (Hons) Applied Biomedical Science	New Programme	
15-16 May 2007	University of Birmingham	PH	BSc (Hons) Physiotherapy	Major Change	
16 May 2007	The Robert Gordon University	SP	Non-Medical Prescribing	New Programme	
16-17 May 2007	University of Teeside	PA	Foundation Degree Paramedic Science	New Programme	
17-18 May 2007	Glasgow Caledonian University	ODP	Dip HE Operating Department Practice	New Profession	
22-23 May 2007	Staffordshire University	ODP	Dip He Operating Department Practice	New Profession	
23-24 May 2007	University of Northumbria	ODP	Dip HE Operating Department Practice	New Profession	
24-25 May 2007	University of Surrey	ODP	Dip HE Operating Department Practice	New Profession	
30-31 May 2007	University of Westminster	BMS	BSc (Hons) Applied Biomedical Science	New Programme	
6-7 June 2007	Thames Valley University	ODP	Dip HE Operating Department Practice	New Profession	
07 June 2007	University of Sunderland	SP	Supplementary Prescribing for Allied Health Professionals	New Programme	
12-13 June 2007	Manchester Metropolitan University	SLT	BSc (Hons) Speech Pathology & Therapy	Major Change	
13-14 June 2007	Suffolk College	ODP	Dip HE Operating Department Practice	New Profession	
14-15 June 2007	Hibernia College	AT	MA Art Therapy	New Programme	
28-29 June 2007	Sheffield Hallam University	PA	BSc Paramedic Practice	QAA Benchmarks	

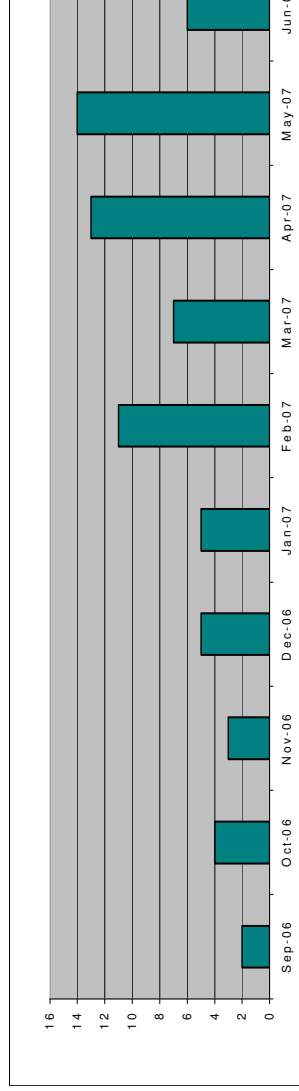
Breakdown of programmes to be visited, by profession (2006/07 academic year)

Profession	Number of Programmes to be visited
Arts therapy	5
Biomedical Science	6
Chiropody and podiatry	0
Clinical scientists	0
Dietetics	7
LA/POM	1
Occupational therapy	11
Operating department practice	28
Orthotics	0
Paramedic Science	10
Physiotherapy	9
Prosthetics and orthotics	0
Radiography	11
Speech and language therapy	5
Supplementary Prescribing	20



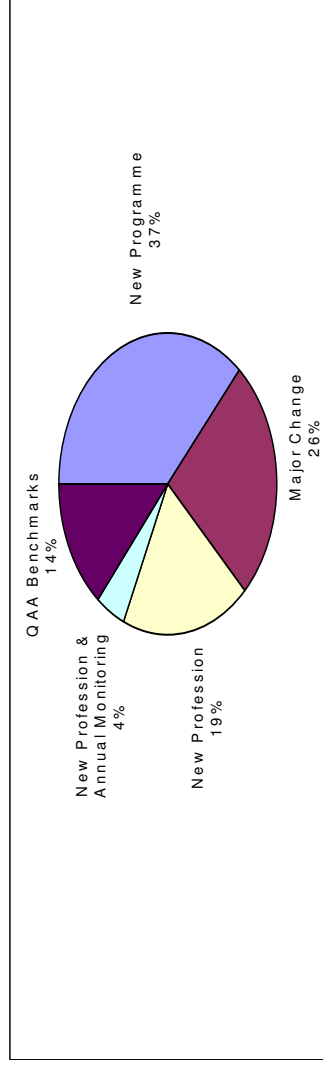
Breakdown of visits, by month (2006/07 academic year)

Month	Number of Visits
Sep-06	2
Oct-06	4
Nov-06	3
Dec-06	5
Jan-07	5
Feb-07	11
Mar-07	7
Apr-07	13
May-07	14
Jun-07	6

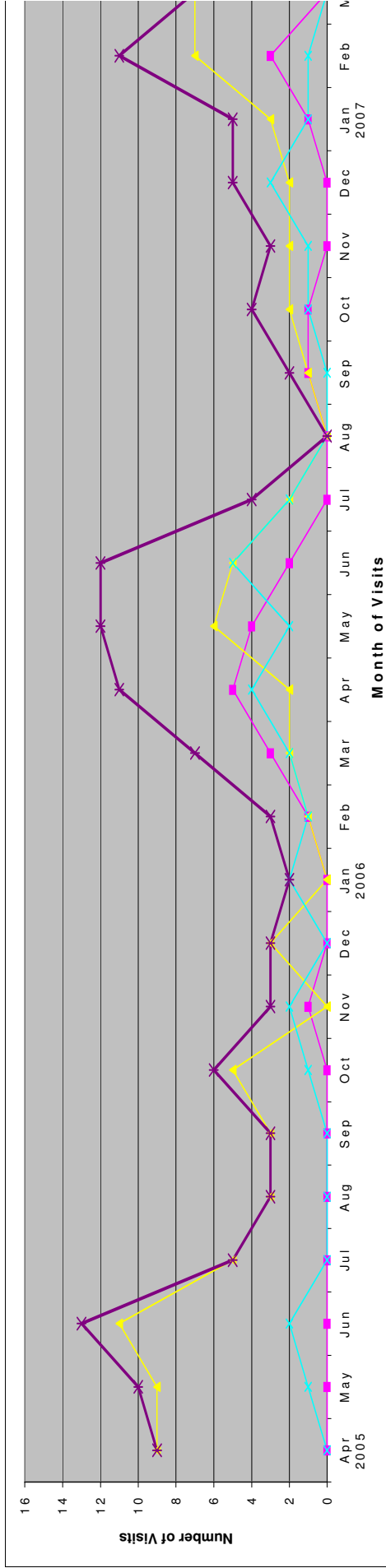


Breakdown of programmes to be visited, by reason (2006/07 academic year)

Reason for visit	Number of Programmes
New Programme	42
Major Change	30
New Profession	22
New Profession & Annual Monitoring	5
QAA Benchmarks	16



Overview of Visits - April 2005 - June 2007



Approval Visits	2005												2006												2007											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun									
New Programmes Established	0	0	0	0	0	0	0	1	0	0	1	3	5	4	2	0	0	1	1	0	0	1	3	0	1	5	1									
SP & POM/LA Programmes	9	9	11	5	3	3	5	0	3	0	1	2	2	6	5	2	0	1	2	2	2	3	7	7	5	6	4									
Total	9	10	13	5	3	3	6	3	3	2	3	7	11	12	12	4	0	2	4	3	5	5	11	7	13	14	6									

	2003/4 F.Y.E	2004/5 F.Y.E	2005/6 F.Y.E	2006/7 Y.T.D
2003/4 F.Y.E	0	0	5	17
2004/5 F.Y.E	20	25	51	39
2005/6 F.Y.E	2	2	11	20
Total	22	27	67	76

