
Fitness to Practise Committee – 3 June 2010

Progress Report

Executive summary and recommendations

In March 2010 the Council discussed a paper reviewing the Council of Healthcare Regulatory Excellence report on their audit of the initial stages of the regulatory bodies fitness to practise processes. The Council instructed the Executive to provide regular progress reports to the Fitness to Practise Committee in relation to the recommendations agreed by the Council resulting from that report. The first progress report is attached to this paper as an appendix.

Decision

The Committee is asked to note the attached paper, no decision is required

Background information

CHRE Fitness to Practise Audit report: Audit of health professions regulatory bodies' initial decisions (report ref: HPC23/10)

<http://www.hpc-uk.org/assets/documents/10002CEE20100325Council-enc07-FtPCHREreport.pdf>

Resource implications

Accounted for in 2010-11 budget

Financial implications

Accounted for in 2010-11 budget

Appendices

Progress report

Date of paper

19 May 2010

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2010-05-19	a	F2P	POL	Cover sheet_CHRE Progress report	Final DD: None	Public RD: None

CHRE Report – Progress Report

- 1 Review the approach to how HPC deals with allegations where a registrant has been convicted of drink or drug related offences**
 - The Head of Case Management is leading on the piece of work to review the HPC's approach in this area and a paper will be submitted to the Fitness to Practise Committee in October 2010.

- 2 Review the template and guidance that is available for those who make a decision as to whether there is a 'case to answer'**
 - The 'Case to Answer' Practice Note is available for use by Investigating Committees. The lead case managers are currently reviewing the template that is available for decision makers.
 - As part of the Expectations of Complainants work stream, the Executive is also in the process of review the literature that is available on this topic for registrants and complainants and a refresh of this material is anticipated to be ready in September 2010.

- 3 Focus on decision making at refresher training for panel members**
 - Panel chair refresher training took place in April 2010 where the key focus was on decision making with a range of case studies used as a tool to aid training.
 - The second round of refresher training started on 26 May 2010. It is anticipated that this round of training will have concluded by November 2010. This will ensure that all panel members have received two rounds of refresher training.

- 4 Continue to take forward work aimed at improving employer understanding about the purpose of the HPC's fitness to practise processes**
 - As per the work plan, meetings have been scheduled with a number of Ambulance trusts over the course of the summer and autumn months.
 - In line with the Expectations of complainants work plan, the brochure 'Fitness to Practise: Information for Employers' will be

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refreshed over the summer with a proposed publication date of September 2010.

5 Produce operating guidance for fitness to practise employees on when how to seek expert or clinical advice

- The Council was asked to approve the policy on the use of registrant assessors at its meeting in May 2010.
- Operating guidance for fitness to practise employees has been produced and training will take place on its application in June 2010 subject to Council approval of the policy.

6 Further develop templates for investigative reports and risk assessments

- New templates for risk assessments have been developed and were in use from 1 April 2010.
- An updated investigative report template has been developed and will be introduced following training in late June 2010.

7 Develop audit mechanisms to review the quality of correspondence that has been produced as part of a fitness to practise investigation

- A number of mechanisms are in place to audit and review the work of the fitness to practise department. A database has been developed to review the quality and consistency of decision making following the Committees' approval of the approach taken in this area.
- Lead Case Managers routinely audit a sample of each case manager's files (including correspondence) on a monthly basis. This contributes to ensuring a high quality case work.

8 Take forward with CHRE the wider implications resulting from the CHRE review of the paramedic case

- Consideration is currently being given to the best approach to take to this topic.

9 Further explore the meaning of impairment in the context of regulation

- Council considered a paper on this subject in March 2010 and will be asked to consider a statement of principles at its July meeting.
- A stakeholder event is due to take place on 3 June 2010 when this subject will again be explored in more detail.

- The outcome of discussion on this subject will form the basis of the review of the literature (including standard letters and brochures) that is produced by the Fitness to practise team.