

ACTION POINTS
HEALTH COMMITTEE – 11 July 2005 – 7 July 2006

	Action point (and location in the minutes)	For the attention of	Action by (date)	Outcome
1.	The Director of Fitness to Practice would send the ftp sanction notes to all committee members via e-mail from 7 September 2005 (Public minutes, 7.16)	KJ	It was agreed that this should be actioned as soon as possible.	The sanction notes were sent to all committee members electronically and were also made available on the HPC website.
2.	The Committee reviewed the proposal for the fitness to practice team to start taking complaints by telephone. Support was available for those stakeholders whose first language was not English via the utilisation of the services of a company called 'Language Line'. The Committee made some recommendations for changes to me made to the document regarding making a complaint about a health professional. from 7 November 2005 (Public minutes, 9.4)	KJ	It was agreed that this should be actioned as soon as possible.	The changes were incorporated into the document.
3.	The Committee reviewed the proposed HPC performance appraisal system for panel members and panel Chairmen and noted that at that stage the partners' complaints system had only been approved by the Executive Management Team. Approval was to be sought imminently at Council's meeting in December 2005. from 7 November 2005 (Public	LM	6 th December 2005	Council reviewed the partners' complaints system in December 2005 and recommended changes for incorporation into a revised document. This was presented at Council's meeting in March 2006 and approved the performance appraisal system for all partner roles. The Council noted the proposal contained in the document that a

	minutes, 12.3)			presentation be made to Council in six months time to provide feedback on the progress of this system.
4.	The Committee considered the 'Equal Treatment' fitness to practice note which only made reference to colour as a measure of diversity when diversity was defined by a wide range of other differential factors. The Committee recommended that this was updated and advantageous if undertaken in tandem to the policy currently being devised by HPC for ethnic monitoring from 7 November 2005 (Public minutes, 13.4)	KJ	The Director of Fitness to Practise would be updating all of the practice notes within the next 6 months (from the date of that meeting = a deadline by April 2006.)	The Council reviewed the proposal for a scheme for HPC's response to the Race Relations Amendment Act 2000 at its March 2006 meeting. The Council agreed that the comments made at the meeting should be incorporated in the paper and that the revised paper should be included on the agenda for the May 2006 Council meeting. Secondly, that a draft timetable for the implementation of the Scheme should be prepared by the Executive and included in the paper for discussion at the May 2006 Council meeting.
5.	The Committee noted that following a meeting between the Chairmen of the Committees and the Chief Executive it was agreed that at all future committee meetings an actions list would be provided so to review the matters arising from the minutes. All committee members would notify the Secretary as soon as possible if additional agenda items had been identified.	Health Committee members	Actioned as appropriate	
6.	Clarification was sought from the Secretary to the	SB	12 th April 2006	Approval of resolutions without meeting

	Committee on the ratification process as undertaken via e-mail to approve documents and whether alternate members of Council were included on the list.			26. A resolution which, with the consent of the President, is circulated to, and approved in writing or electronic form by, not less than three quarters of the registrant/practitioner members and not less than three quarters of the lay members entitled to receive notice of and attend a meeting of the Council shall be as valid as if it had been passed at such a meeting.
7.	Concern was expressed regarding students that met the standards of proficiency but yet were refused registration because of their subsequent health reference. The Chairman reported that he would highlight this concern at the next Education and Training Committee meeting on the 29 th March 2006.	Chairman	29 th March 2006	The Chairman was not able to attend the Education and Training Committee meeting and will discuss this further under matters arising at the Health Committee meeting on 12 th April 2006.
8.	The Committee discussed the strategic intent and agreed that it should include public/patient involvement as a short-term plan.	MJS	As soon as possible subject to Council's approval	Council approved the updated strategic intent at its meeting on the 1 st March 2006.

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