

CONFIRMED

The Health Professions Council

Chief Executive and Registrar: Mr Marc Seale
Park House
184 Kennington Park Road
London SE11 4BU
Telephone: +44 (0)20 7840 9710
Fax: +44 (0)20 7840 9807
E-mail: colin.bendall@hpc-uk.org

MINUTES of the twenty-first meeting of the Health Committee held at **1.30 pm on Wednesday 23 April 2008** at the Evangelical Alliance, Whitefield House, 186 Kennington Park Road, London, SE11 4BT.

Present

Professor T Hazell (Chairman)
Mr O Altay
Mr P Douglas
Mrs S Drayton
Dr S Khan
Mrs J Pearce
Professor A Turner
Mr N Willis

In attendance:

Mr C Bendall, Secretary to Committees

Item 1.08/13 Apologies for absence

- 1.1 The Chairman welcomed Dr Khan (medical practitioner member) to his first meeting of the Committee and attendees introduced themselves.
- 1.2 Apologies for absence were received from Mrs P Blackburn.

Item 2.08/14 Approval of agenda

- 2.1 The Committee approved the agenda, subject to including an item on preliminary hearings as item 10.

Item 3.08/15 Minutes of the Committee 5 February 2008

- 3.1 It was agreed that the minutes of the twentieth Health Committee should be confirmed as a true record and signed by the Chairman.

Item 4.08/16 Matters arising

- 4.1 The Committee noted the action points arising from the last meeting.
- 4.2 The Committee noted that, at the last meeting, it had discussed the use of key performance indicators. The Chairman had raised the issue at the Council meeting on 29 March 2008 and it would be an issue which the Council could decide whether to take forward.

Item 5.08/17 Chairman's report

- 5.1 The Chairman reported that he had been involved in the recruitment process for the medical practitioner member of the Committee and noted the ongoing role of the practitioner member in the Committee's work.

Item 6.08/18 External review of complaints literature

- 6.1 The Committee received a paper for discussion from the Executive.
- 6.2 The Committee noted that the Fitness to Practise Forum held earlier that day had discussed a scoping report on existing research on complaints mechanisms. The Forum had recommended publication of the report as an HPC monograph and had also recommended that the Director of Fitness to Practise should bring a proposal for further research to a future meeting of the Forum.
- 6.3 The Committee agreed that it would be helpful if the proposal for further research could consider whether other organisations produced material for complainants with learning disabilities.
- 6.4 The Committee:
 - (1) approved the publication of the report as an HPC monograph;
 - (2) agreed that the Director of Fitness to Practise should bring a proposal for further research to a future meeting of the Forum.

Action: KJ (ongoing to September 2008)

Item 7.08/19 Fitness to Practise annual report 2007-2008

- 7.1 The Committee received a paper for discussion and approval from the Executive.
- 7.2 The Committee noted that the Fitness to Practise Forum had recommended that the Committee should recommend that the Council approve the annual report, subject to certain editorial amendments identified by the Forum.
- 7.3 The Committee agreed to recommend the draft annual report to the Council, subject to the editorial amendments which had been identified by the Forum.

Action: KJ (ongoing to May 2008)

Item 8.08/20 Equality and diversity scheme demographic data reports

- 8.1 The Committee received a paper for discussion and approval from the Executive.
- 8.2 The Committee noted that the Fitness to Practise Forum had recommended that data on the diversity of registrants and complainants should be collected for a further year and that a report should be provided to the fitness to practise committees in April 2009.
- 8.3 The Committee approved the recommendations of the Fitness to Practise Forum.

Action: ES (ongoing to April 2009)

Item 9.08/21 Equal treatment practice note

- 9.1 The Committee received a paper for discussion from the Executive.
- 9.2 The Committee noted that the Fitness to Practise Forum had recommended that the Committee should approve the practice notice on equal treatment, subject to the inclusion of a section on methods of support for people with disabilities, such as intermediaries.
- 9.3 The Committee agreed to approve the practice notice, subject to the amendment recommended by the Fitness to Practise Forum.

Action: KJ (by end May 2008)

Item 10.08/22 Preliminary hearings practice note

- 10.1 The Committee received a paper for discussion from the Executive.
- 10.2 The Committee noted that the Fitness to Practise Forum had recommended that the Committee should approve amendments to the preliminary hearings practice note, to emphasise the discretionary nature of preliminary hearings and that matters could be dealt with by consent of the parties, where appropriate.
- 10.3 The Committee approved the amended practice notice.

Action: ES (by end May 2008)

The Committee noted the following papers, which had also been noted by the Fitness to Practise Forum:

Item 11.08/23 Feedback report

Item 12.08/24 New publications

Item 13.08/25 Health and character review

Item 14.08/26 PKF accountants audit report

Item 15.08/27 Fitness to Practise 2008-2009 forecast

Item 16.08/28 Review of practise committee action points 2007-2008

Item 17.08/29 Any other business

- 17.1 The Committee noted that the Council would continue to consider whether it would be necessary to have a separate Health Committee in the future and that a decision would be made in due course. The Committee noted that the situation might be clearer by the Committee meeting on 7 November 2008 and agreed that all members of the Council should be kept informed of developments.
- 17.2 The Committee thanked the Secretariat Department for enabling the three practice committees to run simultaneously.

Item 18.08/30 Date and time of upcoming Health Committees:

- 18.1 Upcoming Health Committees would be held at:

Wednesday 17 September 2008, 10.30am (Fitness to Practise Forum)

Friday 7 November 2008, 11.00am
Thursday 5 February 2009, 11.00 am
Friday 24 April 2009, 10.30 am (Fitness to Practise Forum)

Chair

.....

Date

.....

CONFIRMED