

Council, 3 December 2014

Education Report

Executive summary and recommendations

Introduction

The report sets out the main activities of the Education Department in September, October and November 2014. It includes statistical information and highlights key work undertaken.

Decision

The Council is requested to discuss the report.

Background information

None.

Resource implications

The resources for the Department are set out in the annual work plan and budget 2014-15.

Financial implications

The costs associated with all activities are set out in the budget 2014-15.

Appendices

Education management information pack



Education Department

Management Information Pack

Abigail Gorringe
Director of Education

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1 Management commentary

Approval process

The Department has continued to schedule approval visits in the 2014-15 academic year. In total, 48 visits across 86 programmes have been arranged from September 2014 - August 2015. This is considerably less than the last academic year. The majority of visits in 2014-15 are to social worker programmes and AMHP programmes (63%), with a significant proportion (29%) to new paramedic programmes. In September and October, 10 visits took place involving 20 programmes.

All programmes visited in the 2014–15 academic year will be required to meet the new standard of education and training (SET 3.17) and involve service users and carers in their programmes. A lay visitor has also been included on the visit panel for each visit in 2014–15 and we will undertake a review of lay visitor involvement in our approval activities on completion of the 2014–15 academic year.

The Department is currently finalising three internal reviews of our quality assurance activities in the last academic year, namely the reviews of the second year of visits to social worker programmes, the first year of visits to AMHP programmes and the review of new supplementary and independent prescribing provision. These review reports will be published on-line shortly, promoted on social media and disseminated to education providers and stakeholders via Education Update in January 2015. They will also be brought to the March 2015 meeting of the Education and Training Committee.

Annual monitoring process

The Department has now completed the annual monitoring process for the 2013–14 academic year and launched the annual monitoring process for the 2014–15 academic year. All education providers have been contacted with their individual requirements and assessment days are being planned in February, March, April, May and August 2015. There are approximately 275 audit submissions to consider. The first group of social worker programmes (those visited in the 2012-13 academic year) will be expected to engage with the annual monitoring process for the first time. We will also be assessing the changes related to the new profession specific standards of proficiency for nine professions for the first time.

Major change process

The Department considered 31 new major change notifications, covering 57 programmes in September and October. The Education and Training Panels, on 11 September 2014 and 20 November 2014, considered 44 programmes in total which had recently engaged with the major change process. They decided that 43 programmes continued to meet our standards of education and training and that 1 programme had provided insufficient evidence to determine if or how it continued to meet the standards of education and training. For this programme, a visit was agreed.

Concerns process

The Department received no new concerns in September and October. A concern originally received in August 2014 has been put on hold as a related allegation about a registrant is being investigated by the Fitness to Practice department. Once their investigation is complete, the complainant will be asked whether they wish to continue with the concern raised about the programme. There are currently no outstanding concerns.

See sections 2 and 3 for more statistical information on the above operational processes.

Website

The Department is currently finalising the review of its webpages in response to feedback from internal and external stakeholders. The revised layout and structure are due to go live shortly.

Partners

The Department has been heavily involved with a recruitment and selection campaign in October and November 2014 to maintain adequate visitor numbers and specialisms. Training for these new visitors is scheduled for February 2015.

Three one-day refresher training sessions were delivered in October and November for approximately 75 visitors. Another two one-day sessions will run in December 2014 & January 2015 for approximately 45 visitors. Approximately 120 visitors are due to attend these refresher sessions, including social workers, approved mental health professionals and independent prescribers for the first time.

Seminars

The Department delivered eight seminars from October - December 2014. Two seminars focused on the approval process for social workers in England and approved mental health professionals and the other six on service user and carer involvement in education. Attendance has been lower than hoped, but initial feedback has been positive.

Liaison with stakeholders

The seventeenth issue of Education Update was distributed to stakeholders on 13 October 2014 and made available on the HCPC website at: <http://www.hcpc-uk.org/education/update/>

Members of the Department met with the following stakeholders in September, October and November 2014:

- The College of Social Work
- The Higher Education Statistics Agency's Higher Education Data and Information Improvement Programme
- International Association of Medical Regulatory Authorities conference delegates (with EMT)

- Association of Biomedical Healthcare Science
- London Ambulance Service NHS Trust
- Pearson College
- The Academic Registrar's Council's Subjects Allied to Medicine Group
- The Department of Health
- The Department for Education (with the Policy and Standards Department)

Major project - Education systems build

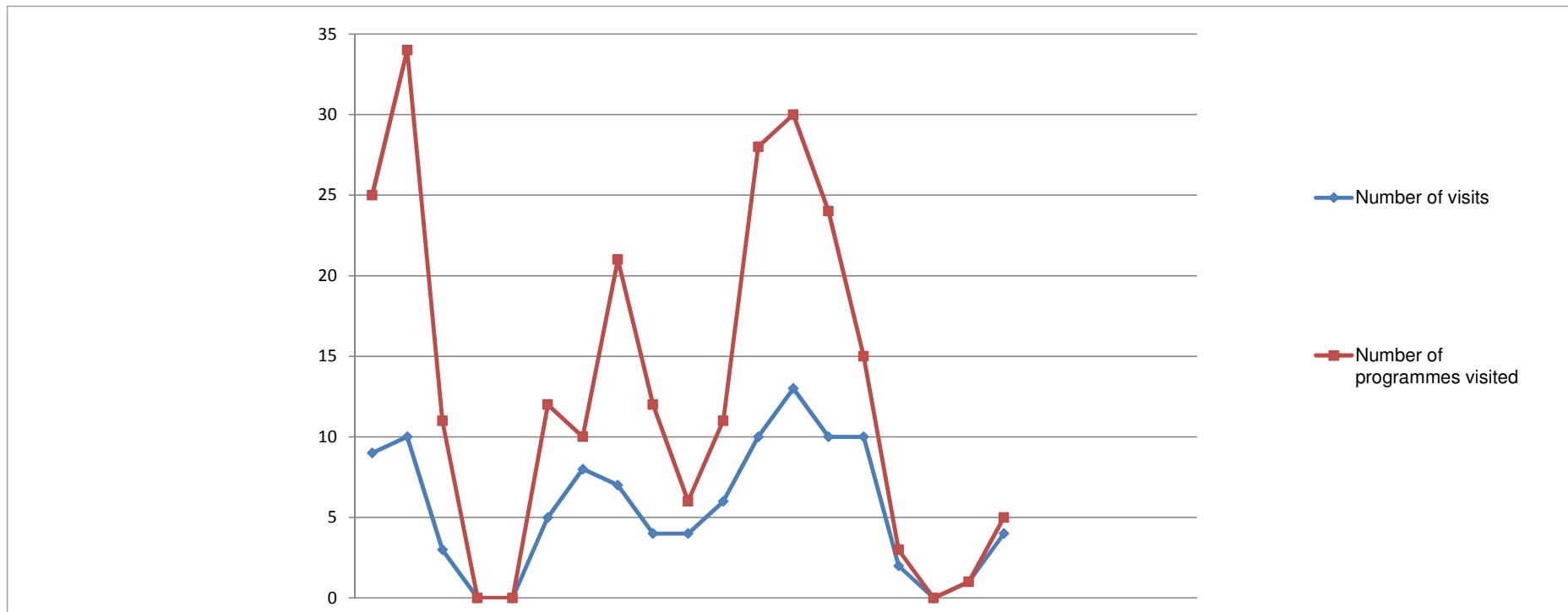
A great deal of department resource is now devoted to the major project and the pace and intensity of work has increased. We now have four members of staff working solely on the project, as well as a significant proportion of the Head of Educational Development's time. The eighth cycle of building, deployment, testing and feedback ended in early November. The Department has now entered a period of user acceptance testing and user training. The new information system, and associated process changes, is anticipated to go live initially in spring 2015. The ninth and final cycle of the project will take place in the 2015-16 financial year and will focus on integrations with other HCPC information systems and any immediate post production issues. It is anticipated that a second go live will take place in autumn 2015.

Employees

The total number of employees is currently seventeen, including two formally seconded to the major project. Aveen Croash joined the Department as an Education Administrator in October.

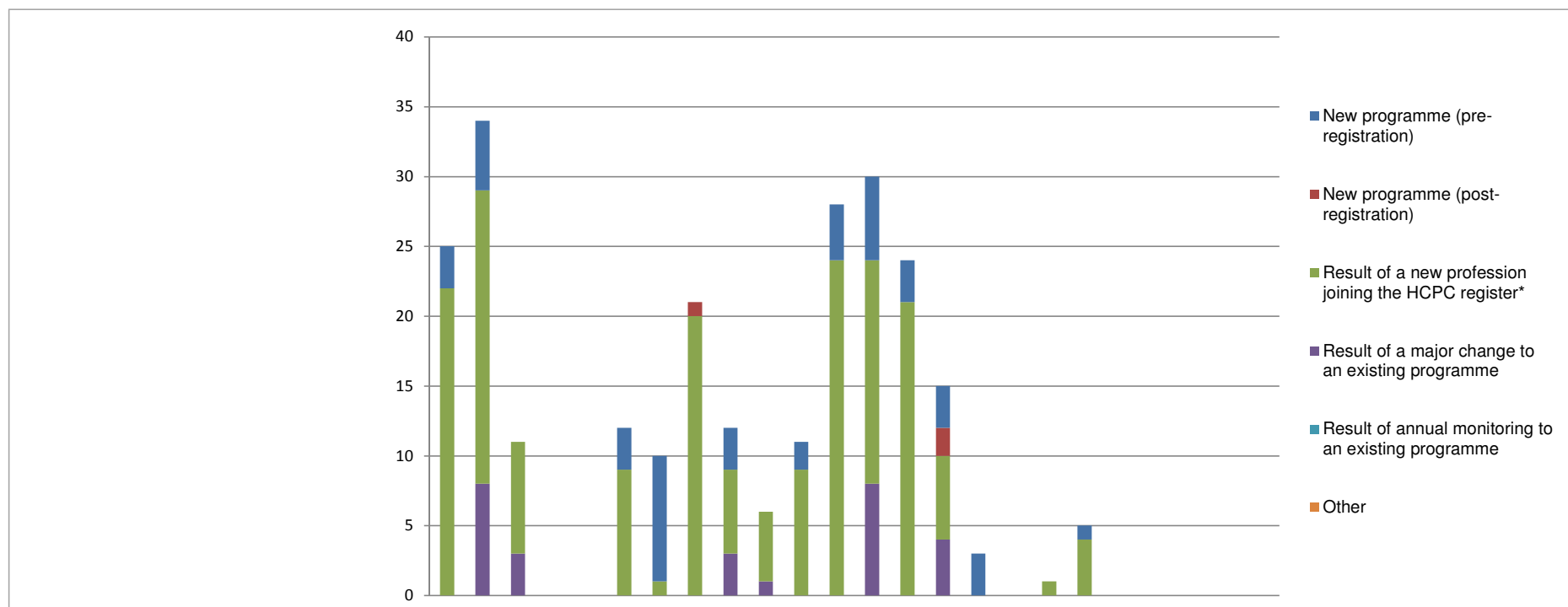
In November 2014, the Department undertook editorial training with an external communications agency to support the writing of articles in the Education Update newsletter.

Overview of approval visits April 2013 - March 2015



Overview of approval visits	2013			2014												2015						2009/10	2010/11	2011/12	2012/13	2013/14	2014/15				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD	
Number of visits	9	10	3	0	0	5	8	7	4	4	6	10	13	10	10	2	0	1	4							38	58	59	56	66	40
Number of programmes visited	25	34	11	0	0	12	10	21	12	6	11	28	30	24	15	3	0	1	5							80	101	112	103	170	78

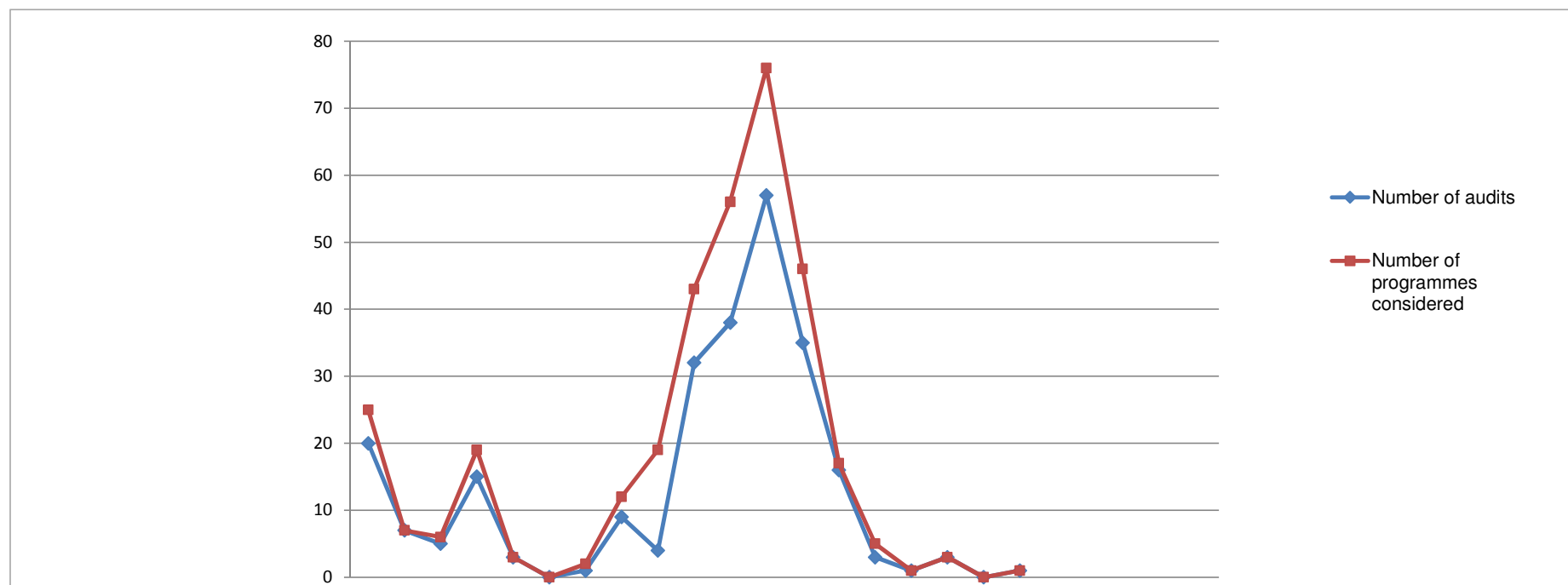
Reasons for approval visits April 2013 - March 2015



Reason for programme visited	2013												2014												2015												2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
	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	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
New programme (pre-registration)	3	5	0	0	0	3	9	0	3	0	2	4	6	3	3	3	0	0	1						6	3	3	3	0	0	1						25	29	17	30	29	16
New programme (post-registration)	0	0	0	0	0	0	0	1	0	0	0	0	0	0	2	0	0	0	0						0	0	2	0	0	0	0						1	0	2	1	1	2
Result of a new profession joining the HCPC register*	22	21	8	0	0	9	1	20	6	5	9	24	16	21	6	0	0	1	4						16	21	6	0	0	1	4						7	31	34	51	125	48
Result of a major change to an existing programme	0	8	3	0	0	0	0	0	3	1	0	0	8	0	4	0	0	0	0						8	0	4	0	0	0	0						42	37	57	21	15	12
Result of annual monitoring to an existing programme	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						0	0	0	0	0	0	0						3	4	2	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						0	0	0	0	0	0	0						2	0	0	0	0	0
Total	25	34	11	0	0	12	10	21	12	6	11	28	30	24	15	3	0	1	5						80	101	112	103	170	78												

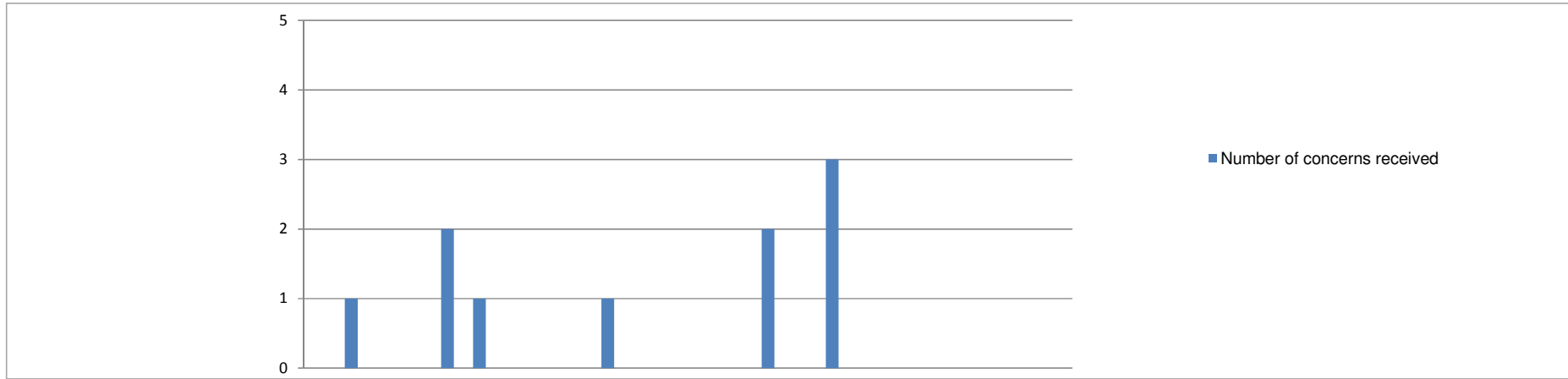
* Practitioner psychologists July 2009 - July 2012
 Hearing Aid Dispensers April 2010 - July 2012
 Social workers in England August 2012 - July 2015
 Approved mental health workers September 2013 - July 2015

Overview of annual monitoring audit submissions, April 2013 - March 2015



Type of submission	2013			2014									2015									2009/10	2010/11	2011/12	2012/13	2013/14	2014/15				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD	
Number of audits	20	7	5	15	3	0	1	9	4	32	38	57	35	16	3	1	3	0	1												
Number of programmes considered	25	7	6	19	3	0	2	12	19	43	56	76	46	17	5	1	3	0	1												

Overview of concerns about approved programmes, April 2013 - March 2015



	2013			2014									2015											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Number of concerns received	0	1	0	0	2	1	0	0	0	0	1	0	0	0	0	2	0	3	0	0	0	0	0	0

	2009/10 FYE	2010/11 FYE	2011/12 FYE	2012/13 FYE	2013/14 FYE	2014/15 YTD
Total number of approved progs	480	623	644	909	968	968
% programmes affected by concerns	1.0%	0.8%	0.8%	0.7%	0.5%	0.5%

Outcome of process	2013			2014									2015											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Directed visit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approval process	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Major change process	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual monitoring process	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unsubstantiated	0	1	0	0	1	1	0	0	0	1	0	0	0	0	2	0	2	0	0	0	0	0	0	0
Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

	2009/10 FYE	2010/11 FYE	2011/12 FYE	2012/13 FYE	2013/14 FYE	2014/15 YTD
Directed visit	0	0	0	0	0	0
Approval process	0	0	1	0	1	0
Major change process	1	0	1	0	0	0
Annual monitoring process	0	1	0	0	0	0
Withdrawn	1	0	0	0	0	0
Unsubstantiated	3	4	3	6	4	4
Pending	0	0	0	0	0	1

Education Work plan 2014-15 – quarter two overview

	Area of work	Start Date	End Date	Progress report
Operations				
Approval process	Approval process	April 2014	Mar 2015	<ul style="list-style-type: none"> • Estimated 85 approval visits in 2014-15 • Scheduled number = 73 (-14% variance) • YTD number = 36 (-14% variance)
	Review of year two of social worker approval visits	Aug 2014	Nov 2014	On track
	Review of year one of AMHP approval visits	Aug 2014	Nov 2014	On track
	Review of SPIP activity in 2013-14	April 2014	Nov 2014	On track <ul style="list-style-type: none"> • Report drafted on the SPIP approval activity in 2013-14 • Findings due to go to Committee in November 2014.
Annual monitoring process	Annual monitoring process	April 2014	Mar 2015	<ul style="list-style-type: none"> • Estimated 9 assessment days in 2014-15 • Scheduled number = 6 (-33% variance) • YTD number = 2 (-60% variance) • Estimated 40 assessments by post in 2014-15 • Scheduled number = 25 (-38% variance) • YTD number = 15 (-25% variance)
	Revised SOPs assessment	April 2014	Mar 2015	On track <ul style="list-style-type: none"> • Revised SOPs for paramedics and hearing aid dispensers published and communicated to education providers in September 2014. • Prepared revisions to the annual monitoring process for the 2014-15 academic year to assess implementation of revised SOPs in selective programmes.

	Area of work	Start Date	End Date	Progress report
	Review of PP / HAD annual monitoring	Oct 2014	Mar 2015	Not yet initiated
	Review of SW annual monitoring	Jan 2015	Mar 2015	Not yet initiated
Major change process	Major change process	April 2014	March 2015	<ul style="list-style-type: none"> • Estimated 113 notifications in 2014-15 • Scheduled number = 182 (+61% variance) • YTD number = 88 (+61% variance) • Estimated 87 submissions in 2014-15 • Scheduled number = 113 (+30% variance) • YTD number = 55 (+31% variance)
	Major change refresh	Sept 2014	March 2015	<p>On hold</p> <ul style="list-style-type: none"> • The refresh of the major change publication and web presence has been put on hold until after the new information system has gone live. It is anticipated that it will be carried over the next financial year (2015-16).
Concerns process	Concerns process	April 2014	March 2015	<ul style="list-style-type: none"> • Estimated 12 enquiries in 2014-15 • Scheduled number = 11 (-8% variance) • YTD number = 5 (-17% variance) • Estimated 4 concerns in 2014-15 • Scheduled number = 10 (+150% variance) • YTD number = 5 (+150% variance)
	Concerns communications campaign	Sept 2014	March 2015	<p>On track</p> <ul style="list-style-type: none"> • Plans initiated for a 'Focus on' feature in Education Update in January 2015 • Plans initiated to update the concerns web page to include case studies / snapshots • Plans initiated to produce an HCPC Blog piece
Supporting activities				

	Area of work	Start Date	End Date	Progress report
	Annual report 2014	Aug 2014	March 2015	On track <ul style="list-style-type: none"> • Begun data compilation and analysis • Draft report due to go to Committee in March 2015
	A disabled person's guide	April 2014	March 2015	On track <ul style="list-style-type: none"> • Planned the communication of the current consultation to education providers and stakeholders via Education Update in October 2014, meetings with stakeholders and the website.
Website	Website review and maintenance	April 2014	March 2015	On track <ul style="list-style-type: none"> • On-going monitoring of usage of education web pages • The layout and structure of the education web pages has been redesigned and is currently being tested internally.
Seminars	Education seminars	April 2014	March 2015	On track <ul style="list-style-type: none"> • Content for seminars (social workers & service user and carer) confirmed and circulated to presenters internally. • Seminars communicated via website, social media and plans for inclusion in Education Update in October 2014. • Attendees confirmed. Two service user and carer seminars at capacity; others still open.
Visitors	Visitor recruitment	Sept 2014	Dec 2014	On track <ul style="list-style-type: none"> • Recruitment authorisation agreed for 18 new visitors from 9 professions/entitlements. • Advertisements and interview dates arranged for October and November respectively.
	Visitor training	April 2014	March 2015	On track

	Area of work	Start Date	End Date	Progress report
				<ul style="list-style-type: none"> • Content for sessions (new and refresher) being finalised • Attendees invited and confirmed
	Visitor reappointments process	April 2014	July 2014	Complete <ul style="list-style-type: none"> • 76 visitor agreements renewed • 10 visitor agreements expired
Council & Committee	Education & Training Committee	April 2014	March 2015	On track <ul style="list-style-type: none"> • Meeting held on 11 September 2014
Stakeholder engagement	Education update	April 2014	March 2015	On track <ul style="list-style-type: none"> • Preparing for the second edition of the financial year in October 2014 (Issue 17)
	HCPC organisation wide communications <ul style="list-style-type: none"> – HCPC In-Focus – Online news articles / press releases – Blog – Social media 	April 2014	March 2015	On track <ul style="list-style-type: none"> • HCPC In-Focus article on revised and republished standards of education and training guidance in August 2014 • Online news article on revised and republished standards of education and training guidance in August 2014 • Social media activity on seminars
	Stakeholder meetings	April 2014	March 2015	On track <ul style="list-style-type: none"> • Meetings held with professional bodies (The College of Social Work); government departments (The Department of Health & the Department for Education); commissioners (Health Education England); education providers (London Ambulance Service NHS Trust, Think Ahead and the Association of Biomedical Healthcare Science) and employers (London Network of Assistant Directors of Children's Social Care). • Attended the Education Inter Regulatory Group.

	Area of work	Start Date	End Date	Progress report
Development work (current professions)				
	Standards of conduct, performance and ethics	April 2014	March 2015	On track <ul style="list-style-type: none"> Supporting the work of the Policy & Standards Department
	Standards of education and training	April 2014	March 2015	On track <ul style="list-style-type: none"> Supporting the work of the Policy & Standards Department
	Extension and changes of prescribing rights	April 2014	March 2015	On track <ul style="list-style-type: none"> Supporting the work of the Policy & Standards Department
	SET 1	April 2014	March 2015	On track <ul style="list-style-type: none"> Supporting the work of the Policy & Standards Department
	Law Commission	April 2014	March 2015	On hold
Development work (new professions)				
	Herbal medicine practitioners	April 2014	March 2015	On hold
	Public health specialists	April 2014	March 2015	On track <ul style="list-style-type: none"> Initiated in September 2014 Involvement of Education Department currently being scoped out.
	Annotation of qualifications in podiatric surgery	April 2014	March 2015	On track <ul style="list-style-type: none"> Supporting the work of the Policy & Standards Department
	Adult social care workforce in England	April 2014	March 2015	On hold
Major projects				
	Education system build	April 2014	March 2015	On track
	HR & Partner systems and process review	April 2014	Nov 2014	Complete <ul style="list-style-type: none"> Involvement of Education Department complete

	Area of work	Start Date	End Date	Progress report
	Web deployment	April 2014	March 2015	Not yet initiated
	Net Regulate changes	Nov 2014	March 2015	Not yet initiated
	HR & Partner systems build	Nov 2014	March 2015	On track <ul style="list-style-type: none"> Initiated in September 2014 Involvement of Education Department currently being scoped out.
	Registration process and system review	May 2014	March 2015	On track <ul style="list-style-type: none"> Initiated in July 2014 Involvement of Education Department currently being scoped out.
	Finance process and system review	May 2014	March 2015	Not yet initiated
Business-as-usual projects				
	Service user involvement in education and training	April 2014	March 2015	Complete <ul style="list-style-type: none"> Approval visit agenda amended to include meeting with service users and carers Briefing on new requirements sent to existing visitors Internal training for Department employees in August 2014 Specific web pages created Revised SETs guidance published in August 2014 Planned communication in Education Update in October 2014
	Lay visitors	April 2014	Sept 2014	Complete <ul style="list-style-type: none"> Seventeen lay visitors recruited in June 2014 All visitors trained in July 2014 All visits in 2014-15 academic year assigned a

	Area of work	Start Date	End Date	Progress report
				third, lay visitor to the panel <ul style="list-style-type: none"> • Internal training for Department employees in August 2014 • Planned communication in Education Update in October 2014
	Partnership with professional and system regulators	April 2014	March 2015	On track <ul style="list-style-type: none"> • Ad hoc communication with UK health and care regulators and Care Councils.