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Council, 11 February 2015

Education Report

Executive summary and recommendations

Introduction
The report sets out the main activities of the Education Department in December, 2014 and January 2015. 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

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February 2015

Table of contents

Section 1: Management commentary

Section 2: Management statistics

1. Number of approved programmes, by profession, April 2013 – March 2015

2. Overview of approval visits, April 2013 – March 2015

3. Reasons for approval visits, April 2013 – March 2015

4. Overview of annual monitoring submissions, April 2013 – March 2015

5. Overview of major change submissions, April 2013 – March 2015

6. Overview of concerns about approved programmes, April 2013 – March 2015

Section 3: Quarterly progress report of 2014-15 work plan – Quarter 3

1 Management commentary

Approval process
The Department has continued to schedule approval visits in the 2014-15 academic year. In total, 54 visits across 92 programmes have been arranged from September 2014 - August 2015. The majority of visits are to social worker and AMHP programmes (60%), with a significant proportion (29%) to new paramedic programmes. In December 2014 and January 2015, 9 visits took place involving 16 programmes. January to March 2015 is particularly busy, with 24 visits taking place. The overall schedule is virtually finalised as the required six months' notice of visits means that we can only schedule visits in late August 2015.

The Department has recently completed 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 have been published on-line and promoted through social media and Education Update in January 2015. They will also be brought to the March 2015 meeting of the Education and Training Committee (ETC).

Annual monitoring process
The Department has spent the past few months processing annual monitoring submissions in the 2014–15 academic year. In December 2014, 12 audit submissions were received. The majority of submissions are expected between January and April 2015. The first two assessment days will be held later this month, with a further seven assessment days scheduled between April and August 2015. As a consequence, it is envisaged that the majority of visitors' reports will be considered by Education and Training Panels in March, May, June and August 2015.

Major change process
The Department considered 23 new major change notifications, covering 38 programmes in December 2014. The Education and Training Panel considered four programmes which had recently engaged with the major change process on 4 December 2014. The Panel decided that each of these programmes continued to meet our standards of education and training.

Concerns process
The Department received one new concern in January 2015. It was necessary to request further documentation from the complainant before we could decide whether the concern meets our criteria for further investigation. A concern originally received in August 2014 remains on hold as a related allegation about a registrant is being investigated by the Fitness to Practice department.

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

Website
The revised layout to the education webpages has been slightly delayed, with a rollout planned for March 2015.

Partners
The following 14 new visitors were recruited in December and will be trained in February 2015. 3 paramedics; 1 art therapist; 2 drama therapists; 2 occupational therapists; 4 social workers, 1 speech and language therapist and 1 chiropodist with POM.

Approximately 45 visitors attended one day refresher training sessions in December and January. A final refresher training session will be delivered in February for approximately 27 visitors. This will mean that approximately 120 visitors have attended refresher sessions in 2014-15.

Seminars
The Department is currently coordinating participant feedback from the eight seminars delivered from October – December 2014.

Publications
The Department is finalising analysis for the Education annual report 2014 (based on the 2013-14 academic year). The report will incorporate parts of the reviews into the second year of visits to social worker programmes, the first year of visits to AMHP programmes and the review of new independent prescribing provision. The report is due to be considered by ETC in March 2015 with publication anticipated in May 2015.

Liaison with stakeholders
The eighteenth issue of Education Update was distributed to stakeholders' on 14 January and made available on the HCPC website at: http://www.hcpc-uk.org/education/update/. The format and style of the newsletter was revised significantly with assistance from the Communications department to ensure readability and relevance for our key stakeholders.

Major project - Education systems build
In December 2014, the project moved into the substantial period of user acceptance testing. The first two cycles in December and January went well and one further cycle continues this month. Initial data migration has also taken place. User system training is planned for February 2015 with the initial go live in March 2015. There are currently five members of staff working full time on the project. The final phase of the project (integrations with other HCPC systems) will take place in the 2015-16 financial year with a proposed go live in autumn 2015.

Employees
The total number of employees remains at seventeen, including two formally seconded to the major project.

Number of approved programmes, by profession April 2013 - March 2015
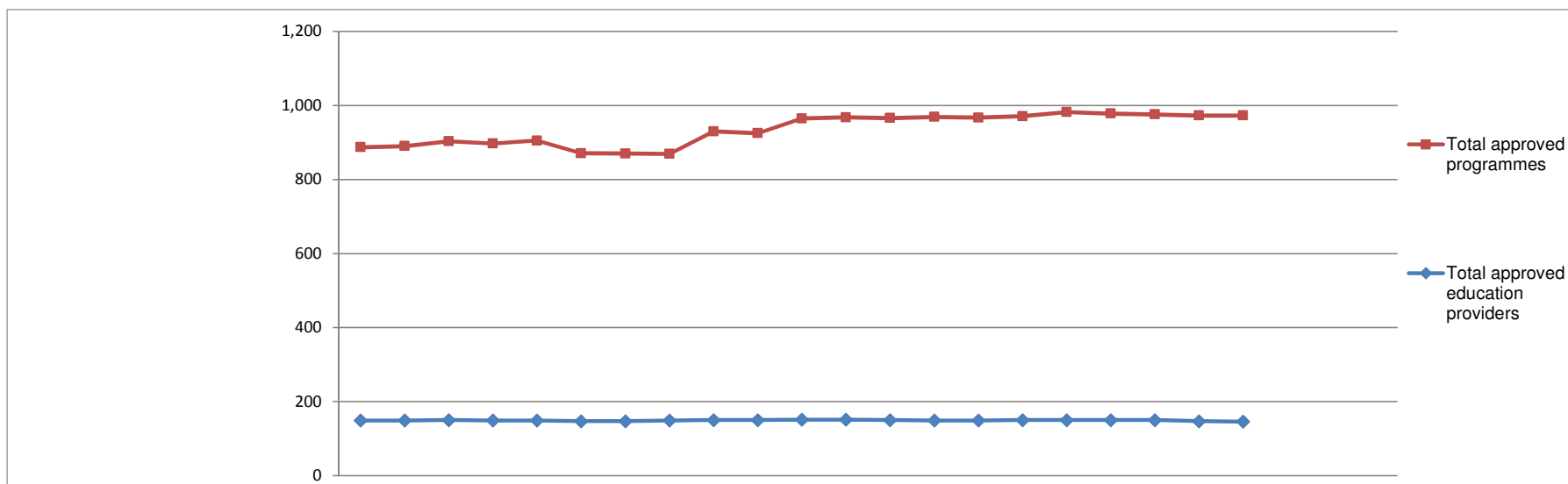
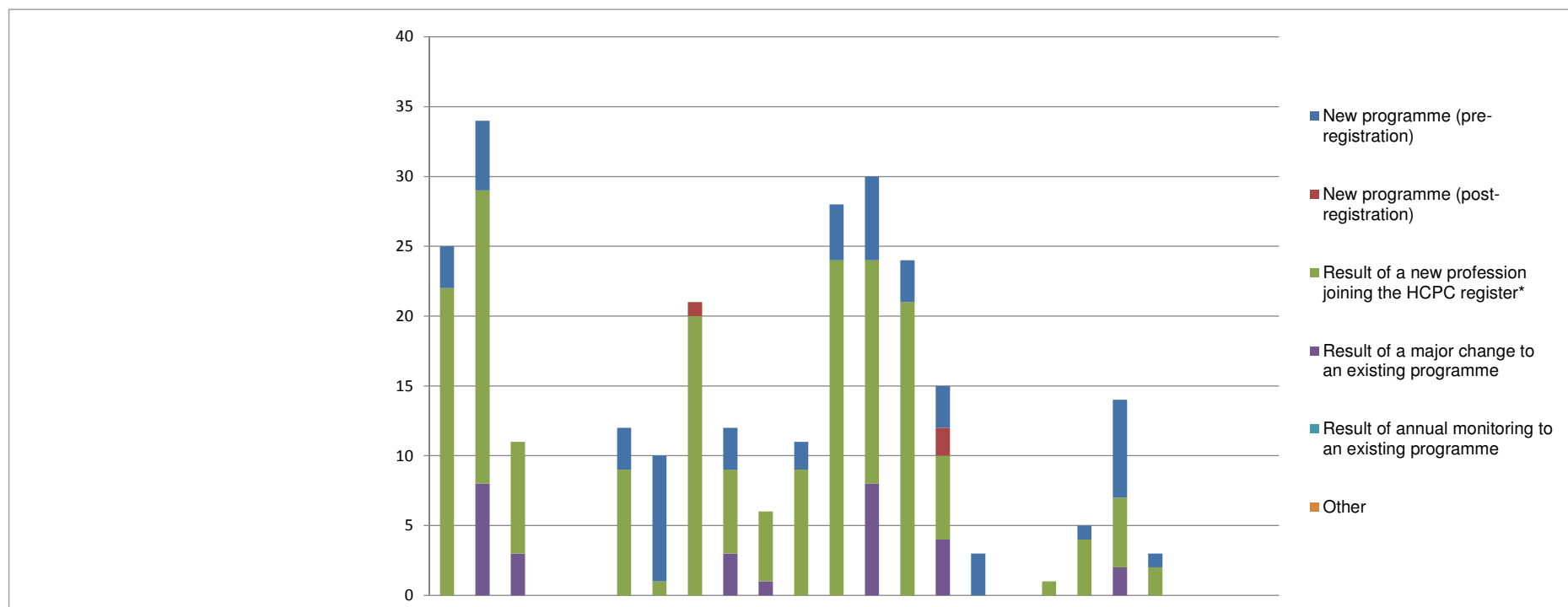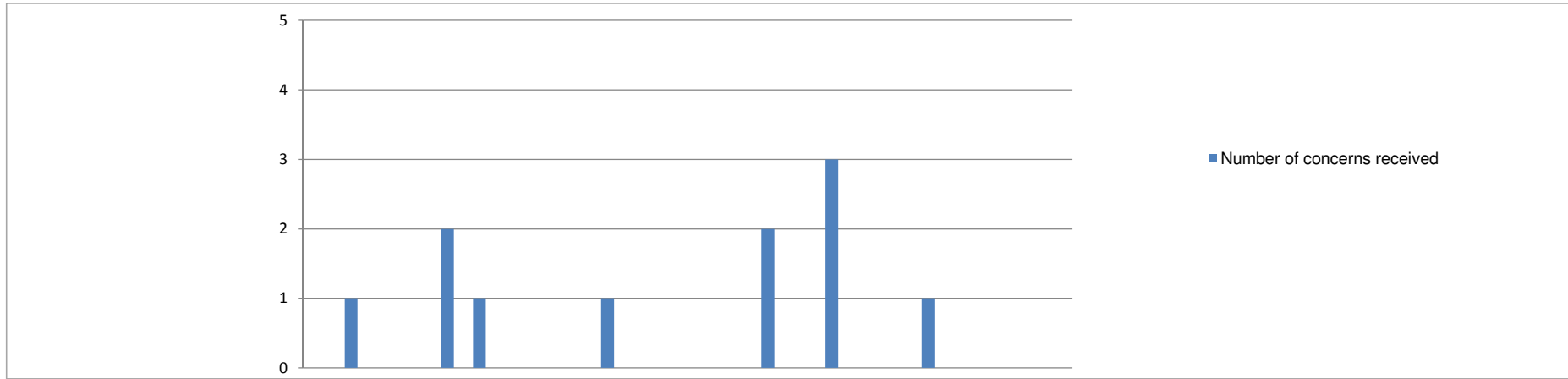| Profession/entitlement	2013 Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2014 Jan	Feb	Mar	2014 Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2015 Jan	Feb	Mar	2011/12 FYE	2012/13 FYE	2013/14 FYE	2014/15 YTD
Arts therapists	29	29	29	29	29	29	29	29	29	30	30	30	30	30	30	30	30	30	31	29	28				21	29	30	28
Biomedical scientists	58	56	57	57	57	57	55	55	55	54	54	57	57	57	57	57	59	59	58	58	57				49	60	57	57
Chiropodists/ Podiatrists	17	17	17	17	17	17	17	17	16	16	16	17	17	17	17	17	17	17	17	16	16				20	18	17	16
Clinical scientists	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3				1	3	3	3
Dietitians	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32				33	32	32	32
Hearing aid dispensers	15	15	17	17	18	18	18	18	18	18	18	18	18	18	18	19	20	20	20	20	20				18	15	18	20
Occupational therapists	73	77	78	75	75	75	75	73	73	70	71	70	70	70	70	70	72	71	70	71	71				74	73	70	71
Operating Department Practitioners	35	37	37	35	35	34	34	34	34	33	34	34	34	34	34	34	36	35	35	35	34				34	35	34	34
Orthoptists	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3				3	3	3	3
Paramedics	50	49	50	50	50	48	48	49	49	49	49	49	48	46	46	46	49	47	46	46	48				50	50	49	48
Physiotherapists	65	66	67	68	67	67	67	65	65	65	65	69	69	69	69	69	70	70	70	70	96				67	65	69	96
Practitioner psychologists	91	93	93	93	92	93	93	91	91	91	91	91	91	94	94	94	96	95	96	96	70				95	91	91	70
Prosthotists/Orthotists	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3				3	3	3	3
Radiographers	53	53	53	53	53	53	53	53	53	51	51	51	51	51	51	51	51	51	51	51	51				56	53	51	51
Social workers in England	212	209	216	214	221	222	221	225	225	224	226	223	222	222	220	223	225	224	224	223	223					231	223	223
Speech and language therapists	31	32	32	32	32	32	32	32	32	32	31	30	30	31	31	31	31	31	31	31	31				32	31	30	31
Local anaesthesia	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4				2	4	4	4
Prescription only medicine	9	9	9	9	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10				9	9	10	10
Supplementary prescribing	77	76	76	76	77	44	46	46	55	58	62	62	63	63	63	63	60	61	61	59	58				77	77	62	58
Independent prescribing									53	53	86	86	86	86	86	86	86	87	86	87	87						86	87
Approved mental health professionals	27	27	27	27	27	27	27	27	27	26	26	26	25	26	26	26	25	25	25	26	28					27	26	28
Total approved programmes	887	890	903	897	905	871	870	869	930	925	965	968	966	969	967	971	982	978	976	973	973				644	909	968	973
Total approved education providers	149	149	150	149	149	147	147	149	150	150	151	151	150	149	149	150	150	150	150	147	146				128	150	151	146

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	5	2				38	58	59	56	66	47
Number of programmes visited	25	34	11	0	0	12	10	21	12	6	11	28	30	24	15	3	0	1	5	14	3				80	101	112	103	170	95

8

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	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	7	1				25	29	17	30	29	24
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				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	5	2				7	31	34	51	125	55
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	2	0				42	37	57	21	15	14
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				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				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	14	3				80	101	112	103	170	95

*   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	18	12				105	232	163	199	222	89
Number of programmes considered	25	7	6	19	3	0	2	12	19	43	56	76	46	17	5	1	3	0	1	27	14				158	265	206	282	268	114

Overview of annual monitoring declarations, 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 declarations	16	10	2	3	2	1	7	26	19	50	40	46	29	5	8	16	3	1	11	19	29					105	232	232	199	222	121
Number of programmes considered	19	11	2	4	2	2	9	31	46	74	48	57	33	6	16	18	3	1	11	25	43					142	237	249	267	297	156

Overview of major change submissions, April 2013 - March 2015

Overview of notifications	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 notifications	10	9	10	13	12	14	15	17	13	19	7	18	8	11	14	20	18	10	21	24	23				119	146	174	146	157	149
Number of programmes considered	13	24	19	19	17	19	28	28	20	30	11	22	21	36	27	41	27	18	39	53	38				197	250	311	266	250	300

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	1	0	0	0	0	2	0	3	0	0	1	0			

	2009/10 FYE	2010/11 FYE	2011/12 FYE	2012/13 FYE	2013/14 FYE	2014/15 YTD
	5	5	5	6	5	6
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%	0.6%

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				
Approval process	0	0	0	0	1	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			
Annual monitoring process	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			
Unsubstantiated	0	1	0	0	1	1	0	0	0	1	0	0	0	0	2	0	2	0	0	1	0			
Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	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	5
Pending	0	0	0	0	0	1

Education Work plan 2014-15 – quarter three overview

	Area of work	Start Date	End Date	Progress report
Operations				
Approval process	Approval process	April 2014	Mar 2015	• Estimated approval visits in 2014-15 = 85 • Scheduled approval visits in 2014-15 = 68 • Variance = -20% (Budget to 9 month reforecast) • YTD number = 47 • Estimated approval visits in quarter four = 21
	Review of year two of social worker approval visits	Aug 2014	Nov 2014	Delayed • Review now due for publication in Jan 2015 and consideration by Committee in March 2015
	Review of year one of AMHP approval visits	Aug 2014	Nov 2014	Delayed • Review now due for publication in Jan 2015 and consideration by Committee in March 2015
	Review of SPIP activity in 2013-14	April 2014	Nov 2014	Delayed • Review now due for publication in Jan 2015 and consideration by Committee in March 2015
Annual monitoring process	Annual monitoring process	April 2014	Mar 2015	• Estimated assessment days in 2014-15 = 9 • Scheduled number = 4 • Variance = -56% (Budget to 9 month reforecast) • YTD number = 2 • Estimated assessment days in quarter four = 2 • Estimated assessments by post in 2014-15 = 40 • Scheduled number = 25 • Variance = -50% (Budget to 9 month reforecast) • YTD number = 16 • Estimated assessment days in quarter four = 9
	Revised SOPs assessment	April 2014	Mar 2015	On track • Revised SOPs for biomedical scientists and clinical scientists published and communicated to education providers in December 2014

	Area of work	Start Date	End Date	Progress report
	Review of PP / HAD annual monitoring	Jan 2015	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	• Estimated notifications in 2014-15 = 113 • Scheduled number = 207 • Variance = +57% (Budget to 9 month reforecast) • YTD number = 162 • Estimated notifications in quarter four = 45 • Estimated submissions in 2014-15 = 87 • Scheduled number = 124 • Variance = +30% (Budget to 9 month reforecast) • YTD number = 92 • Estimated submissions in quarter four = 32
	Major change refresh	Sept 2014	March 2015	Deferred to 2015-16 • The refresh of the major change publication and web presence has been will now take place after the new information system has gone live.
Concerns process	Concerns process	April 2014	March 2015	• Estimated enquiries in 2014-15 = 12 • Scheduled number = 8 • Variance = -33% (Budget to 9 month reforecast) • YTD number = 6 • Estimated enquiries in quarter four = 2 • Estimated concerns in 2014-15 = 4 • Scheduled number = 8 • Variance = +100% (Budget to 9 month reforecast) • YTD number = 6 • Estimated concerns in quarter four = 2
	Concerns communications campaign	Sept 2014	March 2015	On track • A 'Focus on' feature due for inclusion in Education Update in January 2015

	Area of work	Start Date	End Date	Progress report
				• On-going updates to concerns web page
Supporting activities				
	Annual report 2014	Aug 2014	March 2015	On track • Report due for approval by Committee in March 2015
	A disabled person's guide	April 2014	March 2015	Complete • Consultation promoted via Education Update in October 2014 and meetings with stakeholders
Website	Website review and maintenance	April 2014	March 2015	On track • Revised education web pages due for publication by March 2015
Seminars	Education seminars	April 2014	March 2015	On track • 2 social worker & AMHP seminars delivered • 6 service user and carer seminars delivered • Feedback report currently being prepared.
Visitors	Visitor recruitment	Sept 2014	Dec 2014	Complete • 14 new visitors recruited in December 2014
	Visitor training	April 2014	March 2015	On track • 4 one day refresher sessions held in Autumn 2014 • 1 one day refresher session planned for January 2015 • 1 two day sessions for new visitors planned for February 2015
Council & Committee	Education & Training Committee	April 2014	March 2015	On track • Meeting held on 20 November 2014 • Training for new members being planned
Stakeholder engagement	Education update	April 2014	March 2015	On track • Preparing for the third edition of the financial year in January 2015 (Issue 18)

	Area of work	Start Date	End Date	Progress report
	HCPC organisation wide communications – HCPC In-Focus – Online news articles / press releases – Blog – Social media	April 2014	March 2015	On track • HCPC In-Focus article on visitor recruitment in October 2014 • News article on HCPC's response to the government update on the Croisdale-Appleby report on social work education • Social media activity promoting seminars and post seminar resources available online • Increased social media activity promoting operational processes (purpose and interaction) and education standards
	Stakeholder meetings	April 2014	March 2015	On track • Meetings held with professional bodies (Association of Clinical Scientists); regulators (Professional Standards Authority); government departments (The Department of Health & the Department for Education) and education providers (University of Hertfordshire, London Ambulance Service NHS Trust, Pearsons College, Sheffield Hallam University) • Attended the Academic Registrars Council – Subjects Allied to Medicine Group meeting
Development work (current professions)				
	Standards of conduct, performance and ethics	April 2014	March 2015	On track • Supporting the work of the Policy & Standards Department
	Standards of education and training	April 2014	March 2015	On track • Supporting the work of the Policy & Standards Department
	Extension and changes of prescribing rights	April 2014	March 2015	On track • Supporting the work of the Policy & Standards Department

	Area of work	Start Date	End Date	Progress report
	SET 1	April 2014	March 2015	On track • 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 • Major project initiated in December 2014. • Workload of Education Department currently being scoped out
	Annotation of qualifications in podiatric surgery	April 2014	March 2015	On track • 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 • Development work complete in November 2014 • UAT begun in December 2014 • Data migration in December 2014 • User training planned for February 2015 • Go live planned for March 2015
	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 • Supporting the work of the HR & Partners Department • Education Department provided input to the initiation and requirements gathering stage

	Area of work	Start Date	End Date	Progress report
	Registration process and system review	May 2014	March 2015	On track • Supporting the work of the Registrations Department • Education Department provided input to the requirements gathering stage
	Finance process and system review (SAGE and PRS upgrade)	May 2014	March 2015	On track • Supporting the work of the Finance Department • Education Department provided input to the initiation and requirements gathering stage
	Stakeholder contact management system	Dec 2014	March 2015	On track • Assisting the work of the Communications Department • Education Department provided input to the initiation and requirements gathering stage
	Domino to Exchange	Dec 2014	March 2015	On track • Assisting the work of the IT Department • Education Department provided input to the initiation and requirements gathering stage
Business-as-usual projects				
	Service user involvement in education and training	April 2014	March 2015	Complete • 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 • Article in Education Update in October 2014
	Lay visitors	April 2014	Sept 2014	Complete • Seventeen lay visitors recruited in June 2014

	Area of work	Start Date	End Date	Progress report
				• All visitors trained in July 2014 • All visits in 2014-15 academic year assigned a third, lay visitor to the panel • Internal training for Department employees in August 2014 • Article in Education Update in October 2014
	Partnership with professional and system regulators	April 2014	March 2015	On track • Ad hoc communication with UK health and care regulators and Care Councils.