

Agenda Item 7

Enclosure 6

**Health and Care Professions Council
07 December 2017**

**Minutes of the Education and Training
Committee meeting held on 11 October 2017
and 23 November 2017**

For information

**From Stephen Wordsworth, Chair of the
Committee**

Council, 7 December 2017

Minutes of the Education and Training Committee Meeting 11 October
and 23 November 2017

Executive Summary

The Education and Training Committee (ETC) met on 11 October and 23 November. The draft public minutes of the meetings are enclosed. A summary of business considered is set out below.

11 October

Programme approval following directed visit

The Committee agreed to withdraw approval from the Manone Medical Services Ltd run education programme QA Diploma in Paramedic Practice, full time, validated by Quallsafe Awards Ltd. No students had been recruited to the course and therefore no students were affected by this decision.

23 November

Fees in Education – initial discussion

The possibility of charging education providers for the education approval process has been raised previously during Council discussions on other possible venue sources.

The Committee initiated its consideration of the desirability of a fee model with a wide reaching discussion paper which did not make any executive recommendations.

Members felt that the current significant consultations by the government relating to regulation meant that now is not the time to introduce fees but that information gathering should continue to better understand the implications of such a decision if it needs to be taken in future.

The Committee agreed to receive a further paper in June 2018.

Consultation on Office for students

The Committee agreed that the HCPC should respond to this consultation and provided the Executive with a steer as to where the HCPC could add value to the discourse.

Annotation of podiatrists practising podiatric surgery

This was an update paper on the progress in annotating podiatrists practising podiatric surgery.

Remit of Education and Training Committee

The Committee agreed to receive a report on the past year of key registration information in order to determine its reporting requirements on those functions it delegates to the Executive in this area.

The Committee felt that the proposals on changes to its role in the consultation process required further consideration as to practicalities.

The Committee approved the Education and Training Scheme of Delegation.

Education and Training Committee

Minutes of the 77th meeting of the Education and Training Committee held as follows:

Date: Wednesday 11 October 2017

Time: 17.30 am

Venue: The Old Inn, Main Street, Crawfordsburn, County Down, BT19 1JH

Members: Stephen Wordsworth (Chair)
Maureen Drake
Sue Gallone
Sonya Lam
Jo Mussen
Gavin Scott

In attendance:

Abigail Gorringe, Director of Education

Louise Lake, Director of Council and Committee Services

Public Agenda

Item 1 - Chair's welcome and introduction

1.1 The Chair welcomed the Committee and Executive to the meeting.

Item 2 - Apologies for absence

2.1 There were no apologies for absence.

Item 3 - Approval of agenda

3.1 The Committee approved the agenda.

Item 4 - Declaration of members' interests

4.1 Members had no interests to declare in connection with the items on the agenda.

Items for discussion/approval

Item 5 – Any other business

5.1 There were no additional items for consideration that day.

Item 6 – Date and time of next meeting

6.1 Thursday 23 November 2017, 10.30am at Park House, SE11 4BU

Resolution

The Committee adopted the following:

'The Committee hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;

- (a) information relating to a registrant, former registrant or application for registration;
- (b) information relating to an employee or office holder, former employee or applicant for any post or office;
- (c) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (f) action being taken to prevent or detect crime to prosecute offenders;
- (g) the source of information given to the Council in confidence; or

- (h) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.'

Item	Reason for Exclusion
7	h

Summary of matters discussed in private session

Item 7 - Programme approval following directed visit (ETC 27/17)

- 7.1 The Committee considered the report of a directed visit to Manone Medical Services Ltd, in particular their QA Diploma in Paramedic Practice, full time, validated by Qualsafe Awards Ltd and the education provider's observations on that report. That directed visit followed the Committee's consideration of this programme at meetings held in March and May 2017 when it reached a decision that it was 'minded to' withdraw approval..
- 7.2 The Committee:-
- (i) accepted the findings of the visitors as detailed in their report;
 - (ii) was satisfied that due process had been followed;
 - (iii) agreed that programme approval be withdrawn;
 - (iv) was satisfied that no students were undertaking this programme and therefore affected by this decision;
 - (v) indicated that Manone should pursue any complaint in relation to the visitor's conduct through the HCPC's partner complaints process; and
 - (vi) requested that the Director of Education make contact with Qualsafe to discuss this programme and other programmes where they are the validating body.

Item 8 - Any other business in private

- 8.1 There were no additional items for consideration that day.

Chair

Date

Education and Training Committee

Minutes of the 78th meeting of the Education and Training Committee held as follows:

Date: Thursday 23 November 2017

Time: 10.30 am

Venue: Room D&G, Health and Care Professions Council, Park House,
184 Kennington Park Road, London SE11 4BU

Members: Stephen Wordsworth (Chair)
Maureen Drake
Sue Gallone
Sonya Lam
Joanna Mussen
Gavin Scott

In attendance:

Claire Amor, Secretary to the Committee
Ashley Antonio-Mortley, Registration Appeals Manager
Brendon Edmonds, Head of Educational Development
Abigail Gorringe, Director of Education
Michael Guthrie, Director of Policy and Standards
Jamie Hunt, Education Manager
Jonathan Jones, Stakeholder Engagement Manager
Greg Ross-Sampson, Director of Operations
Tamara Wasylec, Education Manager
Bernadette Wilby, PA to the Director of Education

Public Agenda

Item 1 - Chair's welcome and introduction

- 1.1 The Chair welcomed the Committee and Executive to the meeting.

Item 2 - Apologies for absence

- 2.1 There were no apologies for absence.

Item 3 - Approval of agenda

- 3.1 The Committee approved the agenda.

Item 4 - Declaration of members' interests

- 4.1 Sonya Lam declared an interest in item 9 annotation of podiatrists practising podiatric surgery.

Item 5 – Minutes of the meeting of 7 September 2017 (ETC 27/17)

- 5.1 The Committee considered the minutes of the 76th meeting of the Education and Training Committee.
- 5.2 The minutes were accepted as a correct record to be signed by the Chair.

Item 6 – Minutes of the meeting of 11 October 2017 (ETC 28/17)

- 6.1 The Committee considered the minutes of the 77th meeting of the Education and Training Committee.
- 6.2 The minutes were accepted as a correct record to be signed by the Chair.

Items for discussion/approval

Item 7 – Fees in Education – initial discussion (ETC 29/17)

- 7.1 The Committee received a paper from the Executive.
- 7.2 The Committee noted that the paper formed an initial discussion piece and that no Executive recommendations are put forward.
- 7.3 During discussion the following points were noted:-
- at the private meeting of Council in July 2017, the possibility of charging for education programme approvals was raised. It was agreed that the

Education and Training Committee should begin to explore the desirability of this possibility;

- there are no explicit powers to charge fees for approving programmes or providers, however there is wider provision which could be utilised;
- in 2014, the Law Commissions said their view was that the regulators should have express powers which allow charging for education activity, including for visits;
- in November 2017, the four UK governments launched a consultation on reforming the UK's model of professional regulation in healthcare. This consultation, and the PSA's recommendations in Regulation Rethought, introduce a degree of uncertainty into the future role and focus of regulators work in education;
- the General Pharmaceutical Council (GPhC) is the only professional healthcare regulator to currently charge an accreditation fee;
- in February 2017 GPhC announced that they planned to review the fees structure and the level of fees, no further information on this review is known; and
- public information is not available on the costs of education related services provided by professional bodies.

7.4 The Committee agreed that the time was not right to consider introducing fees for education approvals, but that given the change in the educational landscape and the implications of the government's consultation and the PSA's stance, establishing the real costs of education approvals and the implications of trying to recover those costs is timely.

7.5 The Committee agreed that it would be preferable for the healthcare regulators to agree a common approach in this area with PSA support.

7.6 The Committee agreed that any decision to charge for education approvals should be driven by quality enhancements and improvements to the process.

7.7 The Committee discussed the impact a fees model could have on the HCPC's relationships with education providers. The Committee agreed that care would be needed on reputational impact, but that more traditional providers are used to a fee paying model. Positive aspects of a shift in relationship dynamics could be enhanced engagement and less of a perception of 'free consultancy' from the HCPC. Service expectations of providers could be increased and require management.

7.8 The Committee noted that, given the different profiles of education providers, it would be challenging to introduce a tailored fee model. However some providers require more intensive support through the approvals process, costing more to the HCPC.

- 7.9 The Committee discussed public perception in this area and the PSA's contention that the costs of all regulatory activities should not be passed onto registrants through fees.
- 7.10 The Committee agreed to receive a paper at its meeting in June 2017, providing more information on possible fee models, the costs and resources required to charge for approvals, and if possible more information on the other regulators and professional bodies plans in this area.

Item 8 – Consultation on Office for students (ETC 30/17)

- 8.1 The Committee received a paper from the Executive.
- 8.2 The Committee noted that the paper contained a consultation document on the establishment of the 'Office for Students' in England. The Committee agreed to discuss this consultation with a focus on what the changes may mean for education providers and the HCPC. During discussion the following points were noted:-
- the Department for Education is consulting on the regulatory framework for the new Office for Students (an England only body);
 - it is intended that the Office will focus on the Student as a consumer, choice and innovation;
 - much of the detail of the consultation is aimed towards education providers; and
 - Scotland and Wales will retain the funding Council model.
- 8.3 The Committee agreed that the HCPC should respond to the consultation, sharing its intelligence in the sector and indicating its engagement with the purpose and principles set out.
- 8.4 The Committee noted that the new body could contribute to the current focus on reducing regulatory burden on education providers and overlap between regulators in this area.
- 8.5 The Committee discussed the 'promotion of innovation principle' of the new regulator. It was agreed that the HCPC should communicate in its consultation response that new models often require more support to establish and meet standards. It was agreed that the HCPC's emphasis on collaboration rather than competition should be communicated.
- 8.6 The Committee noted that smaller professions may find competition and innovation a challenge to meet. If the market becomes led by short term trends, this could result in programme closures in harder to recruit areas and

this would impact on workforce planning and employers, it was agreed that this would be referenced in the HCPC response.

- 8.7 The Committee noted that the consultation period is particularly short given the significance of the proposals.

Item 9 – Annotation of podiatrists practising podiatric surgery (ETC 31/17)

9.1 The Committee received a paper from the Executive.

9.2 The paper provided the Committee with an update on the annotation of podiatrists practising podiatric surgery

9.3 During discussion the following points were noted:-

- in 2012, the Education and Training Committee and the Council agreed to annotate qualifications in podiatric surgery on the HCPC Register;
- in 2015 the HCPC published the standards for podiatric surgery;
- full time and part time podiatric surgery programmes were approved in 2016 in Scotland In England, two programmes are due to be visited in 2018; and
- the Council's decision to annotate podiatric surgery is the first use of its discretionary powers under the Health and Social Work Professions Order 2001 to annotate the Register. Other annotations have been required in legislation.

9.4 The Committee noted the paper.

Item 10 – Remit of Education and Training Committee (ETC 32/17)

10.1 The Committee received a paper from the Executive.

10.2 During discussion the following points were noted:-

- at its meeting in June 2017, the Committee requested the Executive to consider the reporting mechanisms and report back to a future meeting of the Committee setting out the proposals;
- the Executive, working with the Solicitor to Council, has examined the Health and Social Work Professions Order 2001 ('the Order') and related statutory rules together with the Committee's Scheme of Delegation in order to fully establish and clarify the Committee's remit and responsibilities;

- the review identified that the registration function required a greater level of reporting so that the Committee can assure itself as to the registration decisions being taken in its name; and
 - the Committee is also required to agree its scheme of delegation and approve a proposed change to consultation reporting arrangements.
- 10.3 The Committee discussed their reporting requirements for registration information. It was agreed that reporting should be risk based and focused. The Committee considered that registration appeals information will be a key assurance area with analysis of successful appeals.
- 10.4 The Committee agreed to receive a report in March 2018 reviewing the past year of key registration information in order to better identify the matters pertinent to gaining assurance and agree future reporting requirements and frequency.
- 10.5 The Committee discussed the issue of its role in consultations. The advice sought was noted, however the Committee considered that the practicalities of the proposed consultation route were unclear and required further consideration. The Committee noted that the outcomes of the current consultation on the threshold level of qualification for entry to the Register for paramedics would be reported to the Committee in the normal way at its next meeting. The advice on consultations would then be considered and the proposed new approach reported to the Committee.
- 10.6 The Committee agreed the Education and Training Scheme of Delegation.

Item 11 – Any other business

- 11.1 The Committee noted that a meeting of the Committee may be required in January 2018 to consider a recommendation not to approve an education programme.

Item 12 – Date and time of next meeting

- 12.1 Thursday 1 March 2018, 2pm at Park House, SE11 4BU

Resolution

The Council adopted the following:

‘The Council hereby resolves that the remainder of the meeting shall be held in private, because the matters being discussed relate to the following;

- (a) information relating to a registrant, former registrant or application for registration;

- (b) information relating to an employee or office holder, former employee or applicant for any post or office;
- (c) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;
- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (f) action being taken to prevent or detect crime to prosecute offenders;
- (g) the source of information given to the Council in confidence; or
- (h) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.'

Item	Reason for Exclusion
13	A

Summary of matters discussed in private session

The Committee approved the private minutes of its meetings of 7 September and 11 October 2017.

The Committee considered the investigation report of a recent education provider concern.

Chair

Date