

Council, 6 July 2017

Minutes of the Education and Training Committee Meeting 12 June 2017

Executive Summary

The Education and Training Committee (ETC) met on 14 June at the Foundry in Oval. The draft minutes of the meeting are enclosed. A summary of business considered is set out below.

Threshold level of qualification for entry to the Register for paramedics

The Committee agreed that, in September 2017, it would consider a draft consultation document on proposals to change the threshold level for entry to the Register for paramedics as described in SET 1. Any consultation will require Council approval.

- The Committee requested that the Executive explore options to reduce the time taken from the start of the consultation to a final decision being made by the Committee and by the Council.

Education research - approach to education quality assurance – approved

The purpose of the proposed research is to explore education stakeholders' views and experiences of the HCPC's approval and monitoring processes, with a focus on their effectiveness and opportunities for improvement.

Confidentiality guidance consultation analysis – recommended to Council

The confidentiality guidance consultation analysis is on the Council's agenda for 6 July 2017.

- The Committee considered that a shorter summary of the guidance should be included in an executive summary to convey the key messages to readers.

International professional equivalence – approved

The ETC has considered this project over a number of meetings. The results of the work were presented to the ETC and a list of comparable international qualifications was approved.

- The HCPC's legislation allows for the maintenance of a list of comparable qualifications but does not enable the HCPC to accept another regulators register as being equivalent. The Committee considered that this should be included in the Council's discussion of Section 60 priorities.

Education Annual Report 2016 – noted

The ETC welcomed the new slimmed down format of the Education Annual Report 2016 and its focus on themes and factors driving the Department's work.

Review of the Education and Training Committee – deferred

- The Committee agreed to hold a governance workshop for ETC on 5 July.

Education and Training Committee

Minutes of the 75th meeting of the Education and Training Committee held as follows:

Date: Monday 12 June 2017

Time: 10.30 am

Venue: The Foundry, 17 Oval Way, London SE11 5RR

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

In attendance:

Claire Amor, Secretary to the Committee
Jonathan Bracken, Solicitor to Council
Elaine Buckley, Chair of Council
Brendon Edmonds, Head of Educational Development
Bob Fellows, College of Paramedics
Abigail Gorringe, Director of Education
Richard Houghton, Head of Registration
Jamie Hunt, Education Manager
Louise Lake, Director of Council and Committee Services
Anna Lubasinska, Registration Manager
Ben Potter, Education Manager
Greg Ross-Sampson, Director of Operations

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 No apologies were received.

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.

Item 5 – Minutes of the meeting of 4 May 2017 (ETC 12/17)

5.1 The Committee considered the minutes of the last meeting of the Education and Training Committee.

5.2 The minutes were accepted as a correct record to be signed by the Chair.

Items for discussion/approval

Item 6 – Threshold level of qualification for entry to the Register for paramedics (ETC 13/17)

6.1 The Committee received a paper from the Executive.

6.2 The Committee noted that:-

- the threshold level of qualification for entry to the Register for paramedics is currently defined as being 'Equivalent to Certificate of Higher Education'. This is determined by the first of the standards of education and training (SET 1);
- the majority of pre-registration paramedic education and training is now delivered above this level and recent years have seen increased degree provision;
- the recent consultation on revised standards of education and training received numerous responses arguing that SET 1 for paramedics

should be changed. There appears to be a wide consensus that the existing threshold does not reflect contemporary requirements;

- the HCPC's consultation response was that a consultation is anticipated on proposals in this area in the autumn of 2017;
- SET 1 for paramedics has been considered by the Committee previously. In September 2014. The Committee agreed, in principle, that there was a 'persuasive case' for changing SET 1 for paramedics;
- there are differences in the profile of programmes across the four countries of the UK.. All countries are growing degree provision but intentions for an all degree at entry workforce are currently unclear; and
- to date, the HCPC has not changed the level described in SET 1 for any of the professions. it is important that the rationale for any agreed change is clear. The same rationale would need to be applied in the future for other professions.

6.3 The Committee discussed the consensus of views on the need for change. It was noted that those against change are very few and their concerns appear to stem from a misconception that existing paramedics will be disadvantaged. A change in SET 1 will not directly affect existing paramedics who may have followed historic training at different levels, or those part way through their pre-registration programmes

6.4 The Committee considered that the current SET 1 level for paramedics is likely to seem out of date to members of the public and their expectations of paramedics. Additionally the standard needs to remain relevant to paramedics in practise. The current SET 1 does not reflect the accepted norm skills base for paramedics.

6.5 The Committee agreed that a clear rationale needed to be articulated if it was agreed that SET 1 for paramedics is to change. This rationale needs to be based on the HCPC's public protection remit and set out clearly in the consultation document.

6.6 The Committee agreed that the consultation needs to clearly set out the differences across the four countries of the UK.

6.7 The Committee agreed that the consultation should be on a defined set of questions rather than a more open consultation as this would make responding to the consultation more manageable. It was agreed that the consultation should also ask respondents about potential impact of change and the pace of change.

6.8 It was agreed that the consultation should set out clearly the Committee's view that no change to SET 1 is not a viable option – leaving diploma or degree level the only options. The Committee considered that if the Council agrees to change SET 1 it should indicate that it expects to amend SET 1 again in the

future to give an indication about what the level might be should the profession continue to develop as expected.

- 6.9 The Committee discussed the proposed timeline for the consultation. It was noted that the proposed consultation period is extended due to it running over Christmas. The Committee requested that the Executive explore options to reduce the time taken from the start of the consultation to a final decision being made by the Committee and by the Council.
- 6.10 The Committee agreed that, in September 2017, it would consider a draft consultation document on proposals to change the threshold level for entry to the Register for paramedics as described in SET 1.

Item 7 – Education research - approach to education quality assurance (ETC 14/17)

- 7.1 The Committee received a paper from the Executive.
- 7.2 The Committee noted that the purpose of the proposed research is to explore education stakeholders' views and experiences of the HCPC's approval and monitoring processes, with a focus on their effectiveness and opportunities for improvement. The Executive advised the Committee that the timetable given in the draft brief was too generous and that changes would be made before the brief was issued.
- 7.3 The research aims to gather views on potential improvements to the process, areas of particular burden to providers and how to use approvals data collaboratively.
- 7.4 The Committee discussed the intended use of the research when completed. It was noted that the research would be one activity to explore the HCPC's existing approach. Dependant on its findings, the final report would be a spring board for further research and activity to support any Education process changes.
- 7.5 The Committee considered that the tone of the research brief should be more strengths based, focusing on improvements that could be made rather than solely reducing burden.
- 7.6 The Committee considered that the research's focus on exploring the efficiency and effectiveness of the quality assurance process should be made clearer in the brief, including on the first page. The Committee also agreed that the key questions might also include gathering views on what we can learn from stakeholders' experiences of other approaches to regulatory quality assurance.
- 7.7 The Committee discussed the PSA's recommendations in 'Regulation Rethought'. It was noted that the report focused on duplication of function in approvals leading to burden and that this had been considered when producing the research brief.

7.8 The Committee approved the research brief (subject to the changes agreed at the meeting and minor editing amendments).

Item 8 – Confidentiality guidance consultation analysis (ETC 15/17)

8.1 The Committee received a paper from the Executive.

8.2 The Committee noted that:-

- the HCPC first published 'Confidentiality – guidance for registrants' in 2008;
- guidance was produced to assist registrants in meeting the SCPE, which include requirements related to respecting the confidentiality of service users' information;
- the revised SCPE were published on 26 January 2016, changes were made to the relevant sections referenced in the guidance;
- a consultation was held between 3 October 2016 and 13 January 2017 on revised guidance on Confidentiality;
- the revised guidance retains its focus on the core principles of confidentiality but, following consultation feedback, now also provides further detail on related areas such as capacity, best interests and the Data Protection Act; and
- during the consultation period the HCPC held five workshops to seek the views of stakeholders on the standards. This feedback has been included in the analysis alongside the responses to the consultation.

8.3 The Committee discussed the response rate to the consultation. It was noted that this had been particularly low with 43 responses received. The Committee agreed that the low response rate should be referenced in the consultation response document.

8.4 The Committee considered that a shorter summary of the guidance should be included in an executive summary to convey the key messages to readers.

8.5 The Committee noted that a communications strategy to support the publication of the revised guidance is currently being produced.

8.6 The Committee agreed that the section 'Best interest/needs of the individual' on page 26 of the guidance requires revision around the four country difference.

8.7 The Committee agreed to recommend the revised guidance and the text of the consultation analysis document to Council, subject to the changes outlined

in discussion, minor editing amendments and formal legal scrutiny.

Item 9 – International professional equivalence (ETC 16/17)

9.1 The Committee received a paper from the Executive.

9.2 The Committee noted that:-

- at its meeting on 26 November 2016, the Committee agreed to begin development of an international professional equivalence model;
- the comparability model has been developed following work with professional reviewers. A list of comparable physiotherapy qualifications from Australia, New Zealand and Ireland has been produced;
- the reviewers did not consider that there was sufficient evidence to support the inclusion of Greek physiotherapy qualifications in the List at this stage. This may change over time, as more Greek applications are assessed; and
- the Executive will continue to review trends in applications received with regard to profession and country of qualification to establish where equivalence would be of most benefit.

9.3 In response to a question it was noted that the HCPC's legislation allows for the maintenance of a list of comparable qualifications but does not enable the HCPC to accept another regulators register as being equivalent. The Committee considered that this limitation should be included in the Council's discussion of Section 60 priorities.

9.4 The Committee discussed how the HCPC can gain assurance on the ongoing suitability of the programmes on the list. It was noted that The Executive will establish and maintain working relationships with regulators and other bodies responsible for approving professional qualifications overseas, in order to ensure access to current information and the HCPC reserves the right to spot-check qualifications at any point. Additionally, if no applications from a programme are received for a period of 5 years, the programme will be removed from the list.

9.5 The Committee:-

- agreed that the new comparability model should be used going forward;
- approved the list of comparable qualifications as presented in appendix four; and
- instructed the Executive to develop the List further, in line with proposed comparability model.

Item 10 – Education Annual Report 2016 (ETC 17/17)

10.1 The Committee received a paper from the Executive.

10.2 The Committee noted that:-

- the Education annual report 2016 is shorter than in previous years and it focuses on key areas of interest and how these relate to broad themes. The aim of this is to make its key messages more accessible.
- a full data set to accompany the report will be published online; and
- a communications plan is being developed to support the Report publication, which is planned for July 2017.

10.3 The Committee discussed the audience of the Education annual report. It was noted that this is mainly education providers and other education stakeholders.

10.4 The Committee welcomed the new approach to the annual report and the focus on themes and drivers for work. The Committee agreed the following amendments to the report:-

- some of the detail on operational workloads, which is less interesting to an external audience, should be reviewed to see if further reductions can be made;
- the Executive summary should be reviewed to see where more information around key themes can be included;
- graph 1 on page 8 of the report be reviewed to possibly strengthen the explanation for how a programme can undergo more than one monitoring event in a year;
- chapter 5 of the report, looking forward, should consider referring to apprenticeships; and
- CPD standards should be referenced where standards are referenced.

Item 11 – Review of the Education and Training Committee (ETC 18/17)

11.1 The Committee received a paper from the Executive.

11.2 The Committee noted that, as part of a wider governance review the HCPC Committees have been asked by the Council to review their remit and composition.

11.3 The Executive, Chair of the Committee and Solicitor to Council have reflected on the feedback received at the February 2017 governance workshop where

the role of the Committee was explored. Revised terms of reference and composition have been developed for discussion and approval.

- 11.4 The Committee noted the paper and proposals put forward. The Committee agreed to hold a workshop to explore the Committee's remit and composition in July 2017.

Item 12 – Any other business

- 12.1 The Committee noted that Ben Potter, Education Manager, would be leaving the HCPC after 7 years of service. The Committee thanked Ben for his contribution to the Committee's work and wished him well in his new role.

- 12.1 There was no further public business.

Item 13 – Date and time of next meeting

- 13.1 Thursday 7 September 2017, 10.30am 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
14	A
15	A

Summary of matters discussed in private session

The Committee approved the private minutes of its meeting of 4 May 2017.

The Committee considered an investigation report into an education provider concern.

Chair

Date

Unconfirmed