

June 2003 – Chief Executive Operational Report

Marc Seale, Chief Executive and Registrar

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Chief Executive 1st March – 31st May 2003	
Completed Meetings	
Jane Wesson, Chair, Council for the Regulation of Healthcare Professionals (CRHP)	4 th Mar
Society of Radiographers	4 th Mar
Professional body representatives	5 th Mar
Inter Agency Working (DoH) re Victoria Climbié	6 th Mar
Dept of Health/Health Regulatory Bodies	10 th Mar
Chartered Society of Physiotherapy	11 th Mar
Dept of Health Joint Steering Group (chiroprody)	17 th Mar
David Hinchliffe MP	19 th Mar
Department of Health/Healthcare Scientists POPAN	21 st Mar 28 th Mar
Health Regulatory Bodies Chief Executives	31 st Mar
Association of Chiroprodists & Podiatrists (seminar)	5 th April
HPC relaunch	9 th April
Ambulance Service Association	22 nd April
Commission for Health Improvement	23 rd April
Jersey Listening Event	24 th April
Jersey Government	25 th April
Dept of Health QA meeting	29 th April
Health Regulatory Bodies	2 nd May
Institute of Biomedical Science	2 nd May
Good Relations	7 th May
NCC Involving Consumers Seminar	8 th May
Nurses Welfare Service	12 th May
Dept of Health re healthcare scientists	13 th May
Isabel Nisbet, CRHP	15 th May
Westcountry Ambulance Service visit	22 nd May

Scheduled Meetings	
World Physical Therapy Congress	7 th -12 th June
Belfast Listening Event	19 th June
Chartered Society of Physiotherapy Regulatory Comm	24 th June
South Yorks Allied Health Profs/Healthcare Scientists	26 th June
PoW Foundation for Integrated Health	30 th June
Department of Health	7 th July
College of Occupational Therapists	15 th July
Dept of Health/QAA/NMC/HPC	23 rd July
Health Professions Wales Management Group	9 th Sept
NHS Confederation	12 th Sept
Communications – Chris Middleton	
Communications Strategy post-April 2003	
Implementation of the Communications strategy continues. This is suffering a slight delay due to the hold-up in opening of the register. A full report will be available at the next Council meeting.	
HPC Relaunch – 9th April, Edinburgh	
The relaunch was held in Edinburgh on April 9 th with around 200 guests attending. The feedback received was generally positive. The Edinburgh Evening News carried a short piece on the event outlining our plans to protect professional titles.	
Leaflets and Brochures	
23 brochures were produced for the launch event. These will be placed on our website when the Rules are finalised and the register opens. Many of these were produced in small numbers to allow for further editing if required by the Council	

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Committees. It is the responsibility of the Committee secretaries to co-ordinate any changes that need to be made to brochures and feed them into our Communications department. It is proposed that if second drafts are required then they will be printed around October this year. If no second drafts are required they will be printed in larger numbers, again in October.

Several translations of the ‘Introduction to HPC’ brochures have been made. These are available on our website in German, French, Spanish and Catalan. This was principally done for our attendance at the International Physiotherapy Conference in Barcelona, Spain from 7th to 12th June.

Annual Report

All the contributions to the annual report have been received – it is proposed to go to print in June and will be distributed to every registrant of HPC and other stakeholders. Other copies will be available on request from HPC.

Listening Events

The following meetings have been arranged:

Jersey 24th April

The Jersey event attracted an audience of about 45 to the first event and 20 to the second. Feedback again was positive and this was followed by a meeting with the Jersey government who require health professionals in Jersey to be HPC registered.

Belfast 19th June

Every registrant in Northern Ireland has been informed of this event by letter (week beginning 19th May). It is to be held at the Kings Hall Exhibition and Conference Centre with one session beginning at 2pm and the other at 7pm. Each session will last approximately 1.5 hours.

Llandudno 4th November (Imperial Hotel)

Nottingham 17th February 2004 (Notts County Cricket Ground)
Aberdeen 6th May 2004 (Aberdeen Football Club)

Education and Policy – Peter Burley

Course Approvals

<u>Course</u>	<u>HEI</u>	<u>Date</u>
Dietetics	University of Surrey	13 th March
SLT	University of Sheffield	8 th April
Physiotherapy	York St John College	8 th April
Dietetics	Chester College of HE	8 th April
Chiropody	University of Huddersfield	8 th April
Occ. Therapy	Un. College Northampton	8 th April
Radiography	City University	22 nd April
SLT	De Montfort University	22 nd April

Course Approvals Submitted to Privy Council

<u>Course</u>	<u>HEI</u>	<u>Date</u>
Chiropody	University of Huddersfield	3 rd March
Occ. Therapy	Un. College Northampton	3 rd March
SLT	Un. of Central England in Birmingham	13 th March
Physiotherapy	South Bank University	13 th March
Radiography (D)	South Bank University	13 th March
Radiography (D p-t)	South Bank University	13 th March
Radiography (T p-t)	South Bank University	13 th March
Dietetics (PgD/MSc)	Leeds Metropolitan Univ.	13 th March
Dietetics	Leeds Metropolitan Univ.	13 th March
Dietetics	King’s College London	13 th March

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<p>Physiotherapy Chiroprody</p> <p>Consultations</p> <p>The following consultation documents have been received:</p> <p>Medicines Control Agency: EU Directive 2001/20/EC on Good Clinical Practice in Clinical Trials – re proposed implementing regulations (21.2.03)</p> <p>Home Office: Basic Disclosure: Routing Applications through Registered Bodies (9.4.03)</p> <p>General Chiropractic Council: Revised Code of Practice and Standard of Proficiency (4.03)</p> <p>Royal Pharmaceutical Society: Competencies of the Future Pharmacy Workforce: Phase 1 Report (15.4.03)</p> <p>Medicines & Healthcare Products Regulatory Agency: re Nurse Prescribers and Prescription Only Medicines (30.4.03)</p> <p>Dept of Health, Social Services & Public Safety: annual review of region-wide equality impact assessment programme (4.03)</p> <p>Presentations to Students</p> <p>A presentation was made at Coventry University in May.</p>	<p>University of Brighton University of Salford</p> <p>25th April 25th April</p>
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<p>Finance and Office Services - Paul Baker, Deborah Farley</p>	
<p>Finance: 2003/4 Annual Budget</p> <p>The Annual Budget will be amended once the Rules have been agreed by the Privy Council. The reduction in income due to the delay in increasing registration fees will be incorporated and expenses adjusted accordingly.</p> <p>182 Kennington Park Road</p> <p>The Planning Application was rejected by Lambeth Council. An appeal is to be lodged. A response will be anticipated by December 2003.</p> <p>Five Year Plan</p> <p>This will be updated once the 2003/4 annual plan has been approved.</p> <p>Refurbishment of Park House and Stannary Street</p> <p>Project is on schedule and within budget – with the additional cost of the new staircase in Stannary Street which is estimated to be £60K.</p>	
<p>Human Resources – Denise Thompson</p>	
<p>All Staff Meeting</p> <p>An All Staff meeting was held on Friday 4th April. The next All Staff meeting has been set for Thursday 5th June.</p> <p>New Appointments</p> <p>Roy Dunn – Director of Information Sarah Dawson – Registration Manager – International/</p>	

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<p>Grandparenting Rachel Tripp – Communications Officer</p> <p>HR Goals and Objectives 2003/4 The Executive Management Team will meet for an offsite all day meeting on Friday 6th June to discuss Goals and Objectives/Strategic Intent.</p> <p>Pensions HPC’s pension providers, FPS, will hold a series of staff meetings on 5th June.</p>	<p>Mrs.Morag McVean’s name was removed from the Dietitians Register on 7th March 2003.</p> <p>Mr.Peter Harris’ name was removed from the Radiographers Register on 28th March 2003.</p> <p>Mr.Phillip Green’s name was removed from the Chiroprodists Register on 14th April 2003.</p> <p>Mr.Ian Parker’s name was removed from the Medical Laboratory Technicians Register on 29th April 2003.</p> <p>Mr.Christopher Bromley’s name was removed from the Medical Laboratory Technicians Register on 2nd May 2003.</p>
<p>IT – Roy Dunn</p> <p>IT – Registration System Project (LISA) All staff are being trained on the new system which is in its final version.</p> <p>Process Manuals No specific issues to report.</p> <p>ISO Accreditation No specific issues to report.</p>	<p>Home Country Panel Meetings Potential venues have been located in Edinburgh and Belfast.</p> <p>Guidance Notes for Fitness to Practise Panels Kingsley Napley and Bircham Dyson Bell have commenced work to draft guidance notes for the three fitness to practise panels.</p>
<p>Legal – Anne Barnes</p> <p>Removal from the Register Mrs.Sarah Coe’s name was removed from the Chiroprodists Register on 28th February 2003.</p>	<p>New Professions – Cathy Savage</p> <p>Completed Meetings Human Fertilisation & Embryology Authority 3rd Mar Association for Dance Movement Therapy 11th Mar British Psychological Society (annual conference) 14th Mar British Association of Play Therapists 20th Mar Department of Health re Healthcare Scientists 21st Mar, 13th May</p>

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<p>Society of Sports Therapists Institute of Medical Illustrators College of Health Care Chaplains Society of Health Advisers in Sexually Transmitted Diseases AODP Conference (C Savage, C Lea)</p> <p>Scheduled Meetings Institute of Sterile Services Management Society for Vascular Technology Institute for Arts in Therapy & Education</p> <p>Applications Formal applications have been received from the British Psychological Society (BPS) and the Society of Clinical Perfusion Scientists (SCPS).</p> <p>Operations – Sarah Dawson, Claire Harkin</p> <p>Grandparenting No specific issues to report.</p> <p>International Registration A concerted effort is being made to expedite all CPSPM applications to enable a straightforward transfer to the new HPC/LISA system.</p> <p>UK Registration No specific issues to report.</p>	<p>6th May 6th May 9th May 9th May 13th May 25th June TBA TBA</p>
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<p>Secretariat – Niamh O’Sullivan</p>
<p>Council Awayday – 8th and 9th October 2003 The event will take place at the Marriott St Pierre hotel at Chepstow, Monmouthshire.</p> <p>Council Dates 2004/5 Proposals on dates and venues for next year’s Council meetings will be tabled at the September Council meeting.</p>
<p>Transitional Arrangements</p>
<p>No significant developments to report.</p>
<p>Management Information</p>
<p>Six Reports are attached:</p> <ol style="list-style-type: none"> 1 – Financial performance vs budget 2 – Allegations notified to HPC 3 – Investigations 4 – UK Registration Monthly Report 5 – International Registration Monthly Report 6 – Registrants by Country

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