

**Approvals Committee
(2 February 2005)**

Department of Education & Policy

Director's Report

1. Approvals Visits

1.1 Approvals Visits Undertaken

The following Approvals visits were undertaken during December:

Name of Education Provider	Title of Programme(s)	Date of Visit
Manchester Metropolitan University	BSc (Hons) Physiotherapy	2/3 Dec 2004
Anglia Polytechnic University	Local Analgesia Certificate (Podiatry)	3 Dec 2004
University of Teesside	BSc (Hons) Allied Health Professions (pre-registration): Diagnostic Radiography, Physiotherapy, Occupational Therapy)	7 Dec 2004

1.2 Forward Calendar of Approvals Visits

This is reported as a separate agenda item. The Director will give a presentation at the next meeting of the Education & Training Committee outlining the ongoing commitments of the Department of Education & Policy.

1.3 Letter to Education Providers

The letter to education providers informing them of the new Approvals and Annual Monitoring processes is currently being distributed. As well as detailed information about the new process the letter will contain a published copy of the Standards of Education & Training, the Approvals process flowchart, a Points of Information sheet about the Approvals process, and a sheet requesting information on the education provider and their programmes for data cleansing purposes together with a request for information about the education provider's timetable for annual monitoring reports and quinquennial subject review. A copy of this letter will be available at the meeting.

1.4 Education Provider Roadshows

A number of roadshows will be held throughout the UK to inform education providers of the new Approvals process and give them an opportunity to ask questions. Invitations for these will be sent out shortly.

1.5 Paperwork for Approvals

The final draft of the Approvals Handbook and Visitors Guidance have been forwarded to the Director by Helen Best. These will be edited and sent to be the Committee electronically for approval, hopefully to be published by the end of February and distributed thereafter.

2. Annual Monitoring

The Director will be contacting Helen Best with a view to drafting the AMR pro-forma together with the guidance documents for Visitor Evaluators and education providers. A fuller picture of the requirements for Annual Monitoring with regard to volume of work and staffing levels will be given as part of the Director's presentation at the next meeting of the Education & Training Committee.

3. Visitors

This is the subject of a separate report.

4. Clinical Science Programme Approval

A report is being prepared for the Education & Training Committee with a proposed process for recognising different clinical science modalities to be placed on the non-public part of the Register. The requirement for Visitors and whether they need to be modality-specific will be the subject of discussions which the Director will have with the Council members for this profession. The Director is meeting with Sue Hill, the Chief Scientific Officer, on 25 January to discuss the areas of Clinical and Biomedical Sciences.

5. Resources

On 7 February Nadia Lupo will join the Education & Policy Team as a new Education Officer. In addition, on 21 February Sharon Woolf will start as the new Education Manager. Both will attend the next meeting of the Education & Training Committee as part of their induction programme.

An advert has been placed for another two Education Officers to complete the team for the coming months to handle the Approvals process. This will be reviewed over the next year with regard to capacity and volume of work.

Staffing for the Annual Monitoring process has yet to be decided.

Fiona Nixon
(22 January 2005)