

Education and Training Committee

Public minutes of the 42nd meeting of the Education and Training Committee held as follows:-

Date: Wednesday 29 July 2009

Time: 10:30 am

Venue: The Council Chamber, Health Professions Council, Park House, 184 Kennington Park Road, London SE11 4BU

Present: Ms E Thornton (Chair)
Mr J Donaghy
Professor J Harper
Dr S Hutchins
Mr A Mount
Mrs P Renwick
Mr J Seneviratne
Mrs J Tweed
Professor D Waller

In attendance:

Mr O Ammar, Education Manager
Mr C Bendall, Secretary to the Committee
Mr J Bracken, HPC's Solicitor
Mrs A Gorringe, Director of Education
Ms L Hart, Secretary to Council (items 1-7 inclusive)
Ms P Lescott, Education Officer
Mr S Rayner, Secretary to Committees
Mr G Ross-Sampson, Director of Operations
Mrs T Samuel-Smith, Education Manager
Mr M J Seale, Chief Executive and Registrar (items 8-15 inclusive)

Item 1.09/76 Nomination of Chair

- 1.1 The Committee was asked to nominate a Chair. Professor Waller proposed Ms Thornton as Chair and this was seconded by Dr Hutchins. There were no other nominations. The Committee nominated Ms Thornton as Chair.

Item 2.09/77 Apologies for absence

- 2.1 Apologies for absence were received from Professor K Bryan, Ms H Davis, Professor J Lucas, Dr A Midha, Professor A Turner and Dr Anna van der Gaag (Chair of Council).
- 2.2 Members and employees introduced themselves. The Chair welcomed people sitting in the public gallery.

Item 3.09/78 Approval of agenda

- 3.1 The Committee approved the agenda.
- 3.2 The Committee noted that, as the majority of items related to individual programmes, the agenda was unusual for a meeting of the Committee.

Item 4.09/79 Declarations of members' interests

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

Item 5.09/80 Minutes of the Education and Training Committee meeting of 11 June 2009 (report ref: ETC 55/09)

- 5.1 The Committee agreed that the minutes of the 41st meeting of the Education and Training Committee should be confirmed as a true record and signed by the Chair.

Item 6.09/81 Minutes of the Education and Training Committee meeting of 11 June 2009 (report ref: ETC 56/09)

- 6.1 The Committee agreed that the minutes of the private part of the 41st meeting of the Education and Training Committee should be confirmed as a true record and signed by the Chair.

Item 7.09/82 Matters arising (report ref: ETC 57/09)

- 7.1 The Committee received a paper to note from the Executive.
- 7.2 The Committee noted the action list as agreed at the last meeting.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

- 7.3 The Committee noted that, at its meeting on 11 June 2009, it had recommended to the Council that the threshold level of qualification for entry to the Register for practitioner psychologists should be set at a doctorate level for some domains. The Council had agreed to amend this recommendation to refer to a 'professional doctorate'.

Item 8.09/83 Isle of Wight NHS Primary Care Trust – IHCD Paramedic Award (report ref: ETC 58/09)

- 8.1 The Committee received a paper for discussion/approval from the Executive. A paper was tabled, giving guidance on when HPC should not approve, or withdrawal approval from, a programme.
- 8.2 The Committee noted that it had previously agreed that the Executive should undertake a programme of visits to the delivery sites of IHCD paramedic awards across the UK, to reconfirm ongoing approval where appropriate. An approval visit had been held on 28-29 October 2008 to the IHCD Paramedic Award offered by the Isle of Wight NHS Primary Care Trust.
- 8.3 The Committee noted that the visitors' report had included a large number of conditions to be met before ongoing approval of the programme could be confirmed. The education provider and HPC had agreed a deadline of 8 May 2009 to meet the conditions, as there were currently no students on the programme and no cohorts were planned for entry for the future. The risk to the public had therefore been considered to be minimal.
- 8.4 The Committee noted that, prior to the deadline for the response to conditions, the education provider had informed the Executive that a delay in meeting the conditions might be likely. The education provider had been asked to submit information to explain the delay and this had been provided. The Executive had informed the education provider that, in effect, the first attempt to meet conditions had been exhausted and a second attempt remained, although it might be possible to regain the first attempt if there were extenuating circumstances.
- 8.5 The Committee noted that the education provider had responded with a letter dated 29 May 2009 which set out continued delays in meeting conditions. The education provider had indicated that the ambulance service was going through an organisational restructuring and operational work had taken priority over preparation of material for the approval process. The development of the swine flu pandemic had also required work to develop training material to ensure that the education provider was prepared operationally. The ambulance service was also the smallest service in the UK, with significantly less resources and managers undertaking several roles.

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2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

- 8.6 The Committee noted that HPC had informed the education provider that the continued inability to meet conditions might lead to a decision from the Committee to commence proceedings for withdrawal of approval. On 11 June 2009, the Committee had discussed a paper on the issue and had agreed that the Executive should inform the education provider that the Committee was minded to withdraw approval from the programme. HPC had requested the education provider's representations. The education provider had made representations in a letter dated 6 July 2009, which was included in the paper.
- 8.7 The Committee noted that the intake of the programme had changed during the approval process. Originally, the education provider had intended that the programme should train technicians to become paramedics. It was now intended that the programme should train emergency care assistants to become paramedics. The Committee felt that the programme may have changed to reflect this new intake and noted that the visitors' report was based on the version of the programme intended to train technicians to become paramedics.
- 8.8 The Committee noted that the education provider had also submitted documentation in response to the conditions in the visitors' report. This documentation had not been passed onto visitors to review. It had been retained by the Executive, pending the outcome of the meeting of the Committee.
- 8.9 The Committee agreed that visitors should review the documentation submitted in response to conditions. The submission of the documentation had provided material evidence that resources at the education provider were now available to respond to the conditions. It was noted that there was currently no evidence that the conditions had been met. It was agreed that the visitors' review of the documentation should result in a separate recommendation to the Committee on whether the conditions had been met and whether programme approval should be reconfirmed.
- 8.9 The Committee agreed:
- the documents should be accepted as the second attempt to meet conditions;
 - the visitors should be asked to review the documents and make a recommendation to the Committee; and
 - the Executive should point out to the visitors that the nature of the programme may have changed, as indicated in paragraph 8.7 above.

Action: OA (ongoing to 22 September 2009)

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

- 8.10 The Committee agreed that the education provider should be informed that, as documentation had now been submitted, the Committee was not currently minded to withdraw approval. The Committee felt that the Executive should reiterate to the education provider that any withdrawal of approval would only relate to the programme under consideration, rather than to the education provider as an entity.

Action: OA (by 22 September 2009)

Item 9.09/84 North East Ambulance Service NHS Trust – IHCD Paramedic Award (report ref: ETC 59/09)

- 9.1 The Committee received a paper for discussion/approval from the Executive.
- 9.2 The Committee noted that the IHCD paramedic award at the North East Ambulance Service NHS Trust had been subject to an approval visit on 15-16 July 2008, in order to consider whether to reconfirm ongoing approval of the programme. A number of conditions had been placed on ongoing approval and a conditions deadline had been negotiated for 21 October 2008, as the next cohort of students was not planned to commence until January 2009.
- 9.3 The Committee noted that the education provider had submitted its first response to conditions on 21 October 2008. The visitors had reviewed the response and felt that there were some standards of education and training (SETs) which had not been met. The education provider had been informed of the SETs which had not been met and had been advised that there was one further attempt to meet the conditions. The education provider had requested more time to meet the conditions, indicating that the planned start date for the next cohort would be delayed accordingly. The additional time had been granted to the education provider.
- 9.4 The Committee noted that the education provider had submitted a final response to the conditions on 30 April 2009. The visitors had reviewed the response and had indicated that there were still some SETs which had not been met. The visitors had therefore recommended that approval of the programme should be withdrawn.
- 9.5 The Committee noted that the education provider had made no observations on the visitors' report and the approval process had been followed.

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9.6 The Committee agreed:

- to accept the visitors' recommendation as a whole and commence proceedings to withdrawal approval from the programme; and
- to direct the Executive to contact the education provider and inform it of the Committee's intention and invite the education provider to submit any observations..

Action: PL (ongoing to 22 September 2009)

9.7 The Committee noted that the education provider would have 28 days to respond, and if provided, any response would need to be considered by the Committee before any decision could be made on whether or not to withdraw approval.

9.8 The Committee noted that the Executive intended to analyse the outcome of all the visits which had been made to IHCD paramedic award programmes throughout the UK. The analysis would be included in a paper to the Committee later in 2009.

**Item 10.09/85 Emergency Response Services Group International Ltd (ERS)
(report ref: ETC 60/09)**

10.1 The Committee received a paper for discussion/approval from the Executive.

10.2 The Committee noted that the Award in Paramedic Practice programme offered by Emergency Response Services Group International Ltd (ERS) had been subject to an approval visit on 4-5 February 2009, in order to decide whether to recommend approval of the new programme. At the visit, ERS had explained that it was in discussions with Yorkshire and Humberside Strategic Health Authority to offer placement and learning opportunities. ERS also explained that whilst it had long term plans to work with Birmingham City University, the programme seeking approval did not involve the university. The visitors' report, including the visitors recommended outcome that the programme should be approved subject to meeting the conditions contained within the report, had been accepted by the Education and Training Panel held on 20 May 2009.

10.3 The Committee noted that two visitors had been due to attend the visit but one visitor had been unable to attend, due to illness.

10.4 The Committee noted that the education provider had submitted its response to the conditions on 11 June 2009. In a covering e-mail, the education provider had explained that it had now formed a partnership with Birmingham City University and intended to deliver the programme

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2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

with the university, rather than Yorkshire and Humberside Strategic Health Authority.

- 10.5 The Committee noted that the visitor had reviewed the documentary evidence in response to the conditions, including the correspondence about the new partnership with the university. The visitor had recommended that five of the conditions had been met at the first attempt to meet conditions. As part of the standard approval process, the education provider was entitled to a second attempt to meet the outstanding conditions. However, due to the information about the new partnership with the university, the visitor had questioned whether the approval process should proceed in its standard format. The visitor felt that, due to the change in the partnership arrangements, the programme was verging on a major change prior to approval and that HPC should re-visit the programme. The visitor was concerned that the evidence received at the visit about the partnership arrangements, may no longer be accurate. As this evidence had helped the visitor reach their recommended outcome, the visitor was no longer confident that their original recommended outcome continued to be appropriate. The visitor was also no longer confident in stating that all standards of education and training (SETs), which had previously been agreed as being met, continued to be met.
- 10.6 The Committee noted that, if the programme had already been approved by HPC, the change in the partnership arrangements would have been treated as a major change and would have resulted in an approval visit.
- 10.7 The Committee agreed that the documentation considered at the approval visit might no longer be appropriate or accurate and therefore the current visitors' report was no longer appropriate. The Committee also agreed with the visitor's view that the change in the partnership arrangements might result in some previously agreed SETs no longer being met.
- 10.8 The Committee agreed that:
- the visitors' report agreed on 20 May 2009 was no longer appropriate, given the changes to the programme;
 - it was no longer appropriate to ask ERS to continue with the standard documentary process following the original visit;
 - it would be appropriate to undertake a new visit to the programme. This new visit should consider all the standards of education and training and result in a new visitors' report. The education provider should be asked to submit a new set of documentation prior to the visit. The education provider would be given two attempts to meet any conditions in the new visitors' report arising from the new visit;

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- the current visitors' report should not be published on the HPC website, as it no longer accurately reflected the programme or totality of the approval process;
- the visitors who had originally been assigned to the visit should be asked to attend the new visit;
- the new visit should be arranged with a minimum of three months notice, subject to negotiation with the education provider. This would allow the education provider time to produce any documentation which was necessary; and
- the visit should still be no less than three months before the start date of the programme. The intended start date of November 2009 was no longer feasible.

Action: TS-S (ongoing to October 2009)

Item 11.09/86 Great Western Ambulance NHS Trust – IHCD Paramedic Award (report ref: ETC 61/09)

- 11.1 The Committee received a paper for discussion/approval from the Executive.
- 11.2 The Committee noted that the IHCD Paramedic Award programme offered by Great Western Ambulance Service NHS Trust had been subject to an approval visit on 10-11 June 2008. A number of conditions had been placed on ongoing approval. A conditions deadline had been negotiated for 10 December 2008.
- 11.3 The Committee noted that, prior to the deadline for the response to conditions, the education provider had informed the Executive that it had decided to no longer run the programme. In a letter dated 5 December 2008, the education provider had explained that it wished to withdraw from the approval process as it no longer required ongoing approval from HPC.
- 11.4 The Committee noted that the education provider had submitted a signed form seeking agreement that their ongoing approval should be withdrawn. The education provider also provided confirmation of the first intake and final intake of students, so that the programme could remain approved between the dates of those student cohorts.
- 11.5 The Committee:
- accepted the education provider's request to withdrawal from the approval process;

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

- withdrew ongoing approval from the programme, based on the education provider's written consent; and
- confirmed that programme approval should remain in place for the first cohort commencing on 30 July 2007 to the final cohort commencing on 7 July 2008. The Committee noted that these dates related to the cohorts operated by the Great Western Ambulance Service NHS Trust. The programme had been operated by the trust's predecessor from September 2000.
- agreed that the visitors' report should be updated so that the initial approval read as 30 July 2007, instead of September 2000.

Action: AG (by 22 September 2009)

Item 12.09/87 Recruitment of Committee members (report ref: ETC 62/09)

- 12.1 The Committee received a paper to note from the Executive.
- 12.2 The Committee noted that, following the restructuring of the Council and its committees, HPC had advertised for a number of registrant members of the Education and Training Committee. Interviews were due to be held in the early autumn, with appointments expected to be made by the Council when it met on 7 October 2009.

Item 13.09/88 Rules and standing orders (report ref: ETC 63/09)

- 13.1 The Committee received a paper to note from the Executive.
- 13.2 The Committee noted the rules and standing orders setting out the governance arrangements for the Committee.

Item 14.09/89 Any other business

- 14.1 There was no other business.

Item 15.09/90 Date and time of next meeting

- 15.1 The next meeting of the Committee would be held at 10.30 am on Tuesday 22 September 2009.
- 15.2 Subsequent meetings would be held at 10.30 am on

Wednesday 25 November 2009
 Wednesday 10 March 2010
 Tuesday 8 June 2010

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

Resolution

The Committee agreed to adopt the following resolution:

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

- (1) information relating to a registrant, former registrant or applicant for registration;
- (2) information relating to an employee or officer holder, former employee or applicant for any post or office;
- (3) 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;
- (4) negotiations or consultation concerning labour relations between the Council and its employees;
- (5) any issue relating to legal proceedings which are being contemplated or instituted by or against the Committee or the Council;
- (6) action being taken to prevent or detect crime or to prosecute offenders;
- (7) the source of information given to the Committee in confidence; or
- (8) any other matter which, in the opinion of the Chairman, is confidential or the public disclosure of which would prejudice the effective discharge of the Committee's or Council's functions.’

Item	Reason for Exclusion
16	8

Summary of those matters considered whilst the public were excluded

Item 16.09/91 IHCD Paramedic Award delivered in conjunction with the Great Western Ambulance Service NHS Trust and the Royal Air Force (report ref: ETC 64/09)

The Committee agreed to withdraw approval from this programme, to the extent that it was ever approved, based on the education provider's written consent.

Chairman

Date

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None

Unconfirmed

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-07-30	c	ETC	MIN	Minutes Education and Training Committee 29 July 2009 public meeting	Draft DD: None	Public RD: None