

Management Information Pack

Marc Seale, Chief Executive & Registrar Report to Council meeting 7 July 2010

Date 2010-06-11

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Title CEO written reports July 10 Council

Status Final DD: None 1

Chief Executive's Report to Council meeting on 7 July 2010 Contents

Department	<u>Page</u>
Chief Executive – Mr M Seale	3
Business process improvement – Mr R Dunn	4
Communications – Ms J Ladds	5
Education – Mr O Ammar, Acting Director Of Education	9
Facilities management – Mr. S Hall	12
Finance – Mr G Butler	13
Fitness to practise – Ms K Johnson	15
Human resources – Ms T Haskins	18
Information technology – Mr G Gaskins	19
Partners programme – Ms K Neuschafer	21
Policy and standards – Mr M Guthrie	22
Registration – Mr R Houghton	25
Secretariat – Ms L Hart	27

Status

DD: None

Final

2

	Chief Executive –	Mr Marc Seale	
1. Completed Meetings 1 May to 30 June 20	10	2. Scheduled Meetings	
General Medical Council (Edinburgh)	4 May	General Social Care Council	6 July
Scottish Government	4 May	National Board for Certification in Occupational	7 July
Regulators' Liaison Group	5 May	Therapy (NBCOT)	,
Society of Clinical Perfusion Scientists	6 May	Dept of Health Legislation Project Board	12 July
General Social Care Council	7 May	Health and Social Services, Guernsey	15 July
Various European stakeholders, Brussels	17 – 18 May	Listening Event, Berwick-upon-Tweed	19 July
IPSEA	19 May	Listening Event, Dundee	20 July
London South Bank University	24 May	Council for Healthcare Regulatory Excellence	21 July
Council of Deans of Health	25 May	Regulators' Forum	
Special meeting, HCS ETB UK Advisory Group	27 May		
Health Hotel parliamentary reception	7 June		
Chief Scientific Officer, Dept of Health	8 June		
General Pharmaceutical Council	8 June		
London Organising Committee of the Olympic	10 June		
Games			
National Audit Office	10 June		
INTEGRITY	17 June		
Chief Executives Steering Group	17 June		
EIPA seminar 'Managing the EU Policy Cycle'	28 June – 2 July		

1. Human resources

There are no changes.

2. Quality Management System (QMS) review meetings and internal audits

The internal audit schedule for 2010-11 is running. Customer Service and Project Management have been audited. The new archive has had a preliminary audit in situ.

Updating the Quality Management System is ongoing, with controls provided by Lotus Notes database functions.

3. QMS process updates

Updating the Secretariat and Registration processes has taken place.

4. BSI audit

BSI audited HPC on 8 June 2010 and we have now successfully completed the three-year cycle. BSI will now start to re-audit the whole organisation over the next three-year period, with a new auditor.

5. Business continuity

A disaster recovery exercise took place over 19 – 21 May, with a scenario based on a major road traffic accident closing Kennington Tube station, and subsequently escalating into a three-month shut-down of parts of the Kennington area. A full set of IT remote access tests were carried out to HPC's NetRegulate, HR, Finance, e-mail and other systems without any problems.

6. Information security management

Information security training solutions are being re-evaluated.

HPC's combined photocopier/printer devices have had internal settings changed to prevent the longterm storage of copy/print images being retained on internal harddrives.

HPC's old photocopier harddrives were electronically wiped and shredded by the supplier.

This previously unknown potential security issue was highlighted in the US media, but is not widely known here in Europe.

7. Information & data management

QMS and HPC intranet integration. Post roll-out changes have been designed and have been implemented by the developer.

Business Process Improvement will now be maintaining the running five-year registrations forecast.

Bulk shipment of our archive in five dedicated HGV loads has been completed. The new archive provides greater security of storage in worked out areas of an operational saltmine.

8. Risk Register

A top ten list of risks will be highlighted and additional levels of detail (description and mitigations) will be provided on these key items.

Date 29/06/2010 CEO written reports July 10 Council

Title

Status Final

DD: None

Int. Aud. Public RD: None

4

1. Media and public relations

We continue to work with departments across the HPC to identify media releases. In particular, we have worked closely with the Policy and Standards Department.

Media releases issued in this guarter include the Welsh language scheme consultation as well as other key organisational activities, for example online renewals. We continue to issue weekly media alerts, respond to journalist queries and liaise with media at hearings. In April and May, the HPC fitness to practise hearings were mentioned in 81 regional and national newspapers.

We are currently in the final stages of planning for the implementation of the referrer's campaign. This will be the HPC's first online campaign and is due to run for 6 months from July/August 2010. The focus of activity will be through Doctors.net.uk where we will have access to over 173,000 primary and secondary care GMC-registered doctors. We will also run an online ad campaign and use other e-comms channels to raise awareness with GPs and Practice Nurses.

We have recently launched a new resource for registrants which provides guidance on promoting HPC registration. The resource includes a leaflet, registration logo and dedicated pages on our website. Since its launch on 12 May, 3,414 people have visited the pages online and 170 people have downloaded the registration logo. The leaflet is currently being mailed to registrants with their registration certificate with 7,320 having been mailed in May.

Title

The google adwords campaign continues with chiropody being the most popular search word. In February to April this search word resulted in 4,531 visits to www.hpcheck.org. We continue to monitor the adwords and make refinements.

HPC representatives attended the National Care Show at the end of March. Campaign materials have been included in delegate packs at targeted events, such as Safeguarding and Older People Conference (April) and Complaints in Health and Social Care Conference and Exhibition (May).

2. Stakeholder communications

The Stakeholder Communications Manager and Chief Executive undertook a two day visit to Scotland in May to meet with other regulators, civil servants, members of HPC Council and professional body representatives. A further visit is planned in June to attend a Scottish Parliament briefing and to meet with the Allied Health Professions Forum Scotland. We are also in the research and planning stages for a two day visit to Northern Ireland with the Director of Policy and Standards in July 2010.

In May, the Stakeholder Communications Manager and the Chief Executive visited Brussels. They met with key stakeholders including the NHS Confederation, the Foreign Office, the Directorate of Public Health, the European Public Health Alliance as well as the Head of Unit European Commission DG Markt, our key contact in the Commission.

Our participation in the Health Hotel continues and the Chair and Chief Executive recently attended the annual

Dept/Cmte Ver. 29/06/2010 INF

Date

Doc Type CFR

CEO written reports July 10 Council

Status Final DD: None 5

parliamentary reception in Westminster. We have confirmed our 'fringe' events at the three main Westminster party political conferences. Our partners will be the Medical Protection Society and the Royal College of Midwives and our topic will be promoting a culture of openness in health and social care services.

Monitoring of the parliaments and devolved administrations continues with follow up as required. The Stakeholder Communications Manager has met Dods Monitoring to improve the accuracy of monitoring services and this has led to an increase in the information being received through the service. Research is also being undertaken into monitoring the European Parliament and Commission.

Meetings have taken place in May with e-Politix.com to ensure correct and up-to-date information is available to Parliamentarians.

In addition to this work, the Stakeholder Communications Manager is researching attendance at Health Committees in Westminster, Europe and the devolved administrations.

3. Web

The refreshed home page has been launched meaning we can display more news, press releases, site highlights and specific information for our different audiences. We have also launched a new section for registrants containing information about promoting their registration; this includes an online form to download the new registration logo.

Title

Statistics show that the HPC website is being used more then ever, and now receives over 120,000 visits per month with an average of 28,000 page views every day.

4. Publications

The Publications Manager has produced publication production schedules for:

- Review of the programme of visits to pre-registration education and training delivered by UK ambulance NHS Trusts (postponed to Q3 by Education Department);
- Annual monitoring: supplementary information for education providers (to be published 8 September);and
- Fitness to practise annual report (to be published 13 September).

Welsh versions of the public information materials have been produced and we are working on revising the Referrers' Guide to include new professions.

All publication requests continue to be dealt with within 1-3 working days and publications of particular interest to registrants in this guarter continue to be

- the Standards of Conduct, Performance and Ethics (975) requested);
- guidance on conduct and ethics for students (914); and
- CPD long guides (388).

These figures are additional to any publications distributed at HPC events or external conferences.

6

Dept/Cmte Date Ver. 29/06/2010 INF

Doc Type CER

CEO written reports July 10 Council

Status Final

DD: None

In addition to these requests, we have had two requests for documents in Welsh, both of which were dealt with within 10 working days, and 80 requests for public information packs have been received from our website form.

HPC In Focus continues to be published, although our June issue has not been published due to a technical problem with our internet service provider which IT are resolving. This distribution list currently totals 11,000 approximately

- Issue 28 published Friday 9 April; and
- Issue 29 published Friday 4 June.

5. Events

The HPC continues to be represented by employees from across the organisation at a range of professional facing events. Conferences attended in this quarter include

- The Association for Clinical Cytogenetics, Oxford* (to present cpd audit information to clinical scientists)
- BPS Annual Conference*
- Unision Annual Conference#
- Naidex#
- Primary Care#
- CODP Annual Conference*
- BSHAA#
- BPS cpd events
- NHS Scotland#
- UKRC#

Date

29/06/2010

*speaker slot #exhibition stands

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Listening Events took place in Cheltenham and Rugby in May. All four events were very well attended and positive feedback about the events was received. The next set of Listening Events will take place in Berwick-upon-Tweed and Dundee in July.

6. Internal communications

The all employee training day took place in May 2010 with a focus on corporate social responsibility. Two all employee meetings led by the Chief Executive & Registrar have been held in April and June and dates for all 2010-11 dates have been set.

Two editions of HPC Update have been produced in this quarter, accompanying the all employee meetings on Thursday 15 April and Monday 14 June and Issues Brief continues to be published internally once a week.

7. Communications work for organisational activities Registration renewals and CPD audits: meetings have taken place with BAAT, SoCP, BDA and BSHAA to update on CPD and renewals. In addition to this, articles continue to be placed with professional journals to promote registration renewals and the CPD audit process, the website is regularly updated and the first annual CPD report is now available.

A series of events with the BPS is currently underway (May-July) to inform new registrants of the CPD audit requirements.

Title Status CEO written reports July 10 Council Final DD: None **Int. Aud.** Public RD: None

7

Finally, the online CPD presentation and guidance documents are promoted at all events where we have speaking engagements.

Vetting and Barring: the Director has participated in project meetings and to date an article has been included in HPC In Focus Issue 29 (published Friday 4 June) as well as information uploaded to the website.

New professions: we continue to monitor media and online coverage, the HPC blog is updated regularly and HPC representatives continue to attend relevant meetings, conferences and professional body events.

Revalidation: An initial outline communications plan has been written. Activities in this guarter include new pages launched on the website, employees briefed at the all employee meeting in February, an article in Update and In Focus and information included in all Listening Event presentations.

8

Date 29/06/2010

а INF

Ver. Dept/Cmte

Doc Type CER

Title

CEO written reports July 10 Council

Status Final DD: None

1. Approval process

The Department has spent the last few months in a period of peak approval activity. Of the 41 visits scheduled from March 2010 until August 2010, 34 visits have already taken place. Of the remaining visits, four more will take place in July and three in August, reviewing 15 programmes.

Following the recent review of the approval process, updates have been made to assure efficiency and clarity of operations at all stages. Further information on the preparation and outcomes of the review were brought to the Education and Training Committee in June as an appendix to the Director of Education's report.

2. Annual monitoring process

The Department has spent the last few months preparing for the annual monitoring audit assessment days on 25 May and 15 and 17 June. Ten practitioner psychologist visitors attended the assessment day on 25 May and seven visitors attended each of the assessment days in June. Programmes considered at the June assessment days were from the following professions; radiography, paramedic, supplementary prescribing, biomedical science, dietetics, speech and language therapy, music therapy, operating department practitioner, physiotherapy and occupational therapy.

The deadline for the next annual monitoring submission is Friday 30 July 2010. Monthly reminders continue to be sent to ensure submission of documentation from education providers. Following the peak activity from February 2010 – July 2010, we expect to see a decline in the submission of annual monitoring

declarations as we move into the summer vacation. The last submission deadline for this academic year is Tuesday 31 August 2010.

3. Major change process

As expected, the number of major changes that the Department has received has increased since the winter period, though the number of submissions is lower than last year at the same time. Since the last Council meeting on 20 May we have received eight new major change notifications.

4. New professions: practitioner psychologists and hearing aid dispensers

The Department has continued to strengthen communications with practitioner psychologists, particularly via collaborative working with the British Psychological Society. The Department met the BPS Membership and Quality Assurance teams on 24 June 2010 to discuss the differences between the processes and requirements used by the BPS and HPC.

Education providers have requested that the HPC and BPS work more closely in relation to standards so that there is greater clarity of expectation. The BPS have expressed a willingness to use the same documents as HPC whenever possible and collaborative working between the organisations has been successful at the recent practitioner psychologist approval visits.

Following the opening of the hearing aid dispenser (HAD) section of the Register on 1 April 2010, the Department continues to work on individual areas of responsibility, as

9

Status

identified in the Education Department Hearing Aid Dispenser workplan. This includes the organisation of a series of HAD presentations and seminars for education providers, to be held in the third quarter of 2010-2011. Data cleansing activities with education providers will take place in the coming months, alongside an exercise to update all contacts in the Education database.

4. Counsellors and psychotherapists

Following the Psychotherapists and Counsellors PLG meeting on 12 May 2010 to review progress to date and feed into the plan of activities for the group, it was confirmed that the earliest date the new Register could open was April 2013.

5. Healthcare scientists and healthcare science practitioners

The Department of Health is continuing the work of the Advisory Group to the Education and Training Board. At the last meeting, initial discussions were held round the purpose, function and structure of the Education and Training Board. Further meetings will take place to continue these discussions. Early indications suggest that the Education and Training Board will be an education provider awarding certification following completion of periods of supervised practice preceded by academic qualifications. We would therefore anticipate that the Education and Training Board's certification would require approval similarly to all other education providers' programmes.

6. Communications with education providers and stakeholders

The Department circulated the fourth edition of the 'Education Update' to education providers, visitors, professional body representatives and other stakeholders on 28 May 2010. The update can also be found on the Education page of the HPC website, at <u>www.hpc-uk.org/education/update/</u>. The next issue is due to be distributed in October 2010.

Members of the Department have met the following groups between May 2010 – July 2010;

- Department of Health Initiative Allied Health Professionals Medicines Project (AHPMP) working group
- Department of Health Modernising Scientific Careers
 Programme
- Norwegian Board of Health Supervision Visit
- British Psychological Society
- QAA and UKIPG Forum on Work Based Learning
- Assessment and Learning in Practice Sessions (ALPS) Professional and Statutory Regulatory Bodies (PSRB)

7. Partners

Interviews for the three dietitian visitor vacancies and one podiatry/chiropodist registration assessor vacancy took place on 23 and 25 June. The interviews were undertaken by the Partners Department, along with the Acting Director of Education, the Acting Education Managers and Gill Pearson, Education and Training Committee member. Now that Gerald Armstrong-Bednall will be joining the Education and Training Committee we will also need to recruit for a further clinical

10

Date 29/06/2010 Ver.

Dept/Cmte

Doc Type Title CER CEO

Title CEO written reports July 10 Council **Status** Final DD: None

scientist/hearing aid dispenser visitor. Recruitment for this vacancy will begin shortly.

The visitor performance appraisal will be rolled out to visitors in the coming weeks. The Education Department will not be directly involved in these appraisals, but will provide support for visitors appraising their own and fellow visitors' performance whilst on visits and at assessment days.

8. Employees

There have been no resignations or new appointments. The Department is fully recruited.

Following the decision to promote understanding of the Education Department across HPC at the last regular employee meeting in April 2010, the Department gave a presentation for the rest of HPC at the all employee meeting on 14 June. The presentation focused on operational processes, the specific roles within the Department, how the work we do relates to the other departments within HPC and the projects we are working on in 2010-2011.

11

Date 29/06/2010

a INF

Doc TypeTitleCERCEO

Title CEO written reports July 10 Council **Status** Final DD: None

1. Employees

There are six permanent employees including the Facilities Manager. Services provided include reception, building maintenance, post room, catering, health & safety, insurance and building project management.

2. Copiers

Replacement copiers installed in the Fitness to Practise Department and the mezzanine floor. The new models are copier/scanner/fax devices.

3. Air-conditioning

The air-conditioning units in reception and the IT office have been replaced as the previous equipment was life expired.

4. Health & safety

On 10 May a fire drill was carried out, with the building being reported as fully evacuated within three minutes. There are no other actions or outstanding issues relating to this.

12

Ver. Dept/Cmte Date 29/06/2010

INF а

Doc Type Title CER

CEO written reports July 10 Council

Status Final DD: None

1. General

Since the last Council meeting, the Finance Department has produced the draft year end accounts up to March 2010.

2. Supplier payments

At the end of April, 98% by value of the £356K creditor payments were in the 30 days or less category.

3. Fee adjustments and income receipts handling

At the end of April, there was a two-day backlog in registrant direct debit cancellations and amendments against a two-day backlog target. We had no processing backlog on rejected payments/refunds against a two-day backlog target and no backlog on mid-cycle lapsing of registrants. The banking of registrant cheques had a two-day backlog and there was no backlog on credit card reconciliations against a two-day backlog target.

4. Income collection cycle

Direct debit collections of registrants' fees (cover approximately 80% of registrants) are processed by the Finance Department, with collections made two months in advance. Arts therapist, biomedical scientist, operating department practitioner and practitioner psychologist collections occurred in April. Dietitian and chiropody collections are scheduled for May and June. Most of the income comprises of renewal fees collected.

5. Funds under Management

At the end of April 2010, the Business Reserve account balance was £0.1M, earning an interest rate of 0.055% per annum. In early May the Business Reserve account was

 Date
 Ver.
 Dept/Cmte
 Doc Type
 Title

 29/06/2010
 a
 INF
 CER
 CEO written reports July 10 Council

Status il Final

DD: None

amalgamated with the SIBA account as this offers a better rate of interest with instant access to funds with no penalty. £3.3M was invested in the NatWest Special Interest-bearing Account (SIBA) on a rolling daily basis, earning 0.48% per annum. The following were invested for three months (maturing July 2010) at fixed rates: £0.5M invested in Barclays money market account earning 0.53% and £2.0M in Lloyds TSB money market account earning 1.1%.

The investment portfolio (excluding £160k portfolio cash) at the end of April was valued at £1.91M. The investment portfolio value, including cash & money market instruments, was $\pounds 2.07M$. This compares £1.51m at the start of the pervious financial year.

6. Pensions

In March, there were 61 active members in the Friends Provident Scheme. There has not been any additional information relating to the Capita Flexiplan scheme since the last report.

7. Employee training and employee levels

There are seven full-time permanent employees in the Department with one additional permanent post to be filled. Temporary employees are periodically hired to cover for staff on annual or sickleave and to help achieve Finance Department service level targets.

Int. Aud. Public RD: None

13

8. Sage system support and development

In the budget for 2010/11 there are a few Sage accounting system enhancements which have been identified to be implemented in 2010/11 financial year. This is expected to begin after the financial year end work has been completed.

9. Significant financial projects/issues (next few months)

- Finalise the annual report
- The Five Year Plan is currently undergoing a re-draft and will be submitted for review at the next Finance & Resources Committee and the next Council meeting.
- Registrant fees project is to be reviewed in line with the Five Year Plan assumptions.
- The insurance broker for HPC and the investment management broker are expected to be reviewed during the year.

14

Dept/Cmte

INF

Title Status CEO written reports July 10 Council Final DD: None

1. Final Hearings

In April and May 2010, 44 cases were concluded at final hearings. 62 per cent of registrants either attended the hearing or were represented. At the end of May 2010, there were 271 ongoing substantive cases with 145 cases listed for hearing. There were also a further 34 cases which were ready to be listed for hearing by the scheduling team.

The mean and median length of time from receipt of a case for it to conclude at final hearing remains at 18 and 16 months respectively.

2. Review Hearings

In April and May 2010, 9 review hearings took place all of which were presented by HPC case managers. At the end of May there were 106 registrants subject to a suspension or conditions of practice order.

3. Interim Orders

11 interim order applications were made in April and May 2010, with 10 orders granted. A further 16 interim orders were reviewed in the same period with 3 orders revoked.

4. Investigating Committee

128 new allegations or enquiries were received in April and May. At the end of May 2010, there were 370 open allegations or enquiries. 79 of those cases had not yet met the standard of acceptance.

The case to answer rate for April and May 2010 was 72 per cent which is 19 per cent higher than the forecasted figure for

2010-11. This position will be kept under review. The mean and median position for cases to be considered by an ICP is 8 and 6 months respectively which is again higher than forecasted. This figure does not include cases that were closed before consideration by an ICP and 72 cases were closed without an ICP in April and May 2010

5. Health and Character

76 health and character declarations were received in April and May 2010, an increase of 28 percent compared to the same period in 2009-10.

6. Protection of title

30 complaints about misuse of title were received in April and May 2010. There are currently 39 open protection of title cases which is the lowest number ever.

7. Registration Appeals

3 registration appeals were received in May 2010, none of which were grand parenting appeals. This is the first time in a number of months that this has been the case.

8. High Court Appeals

There are currently no outstanding High Court Appeals. Two cases were disposed of by means of a consent order in May 2010

One application was made to the High Court in June 2010 for an extension to an interim order. The application was granted. We are also in the progress of applying for a extension to an interim order to the Court of Session.

 Date
 Ver.
 Dept/Cmte
 Doc Type
 Title
 Status

 29/06/2010
 a
 INF
 CER
 CEO written reports July 10 Council
 Final

 DD: None
 DD: None
 DD: None
 DD: None
 DD: None

15

There is currently two outstanding High Court Appeals. One application was made to the High Court in March 2010 for an extension to the interim order that was imposed by a HPC panel. The application was granted.

9. Court of Appeal

We are currently seeking the recovery of our costs in the case of Stanley Muscat which was heard by the Court of Appeal in July 2009.

In one other case a registrant has applied for permission to appeal to the Court of Appeal. We are waiting to see whether permission will be granted. The permission hearing has been scheduled for the end of June 2010

10. Meetings

Date

29/06/2010

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Queensland Medical Radiation	8 April
Technologists	
College of Paramedics	22 April
Unision/Unite and Professional Bodies	27 April
Deltascheme/Charter CMS Meeting	5 May
Conference with Counsel	6 May
Case Management System Workshop	7 May
Jennifer Wright, Serious and Organised	12 May
Crime Agency	
Case Management System Workshop	17 May
BPS Cross Divisional Day	17 May
Case Management System Workshop	24 May
Case Management System Workshop	1 June
Norwegian Board of Health Supervision	1 June
Expectations of Complainant Event	3 June

Kingsley Napley	4 June
Kofax Workshop	4 June
Independent Safeguarding Authority	9 June
Stuart Bailey, Data Migration Specialist	11 June
Sharepoint Workshop	22 June
Blake Lapthorne	23 June
Quadrant Consultants re OHPA	24 June
Paul Turner	24 June
West Midlands Ambulance Service	29 June.

11. Resources

Case Management

Zoe Maguire was appointed to the position of Investigations Manager in May 2010. Interviews for Zoe's replacement are due to take place on 25 June 2010.

Two external candidates and Akua Dwomuh-Bonsu have been appointed to the position of Case Manager. We now have the budgeted number of case managers for 2010-11

Siobhan Carson (formerly Registration Advisor) and James Malcolm have been appointed to the newly created positions of Case Support Officers.

post will manager the lead case managers and report to the Head of Case Management.

Ver.	Dept/Cmte	Doc Type	Title
а	INF	CER	CEO written reports July 10 Council

Status Final

DD: None

16

Hearings

Jonathan Dillon was appointed to the position of Lead Hearings Officer. Following Akua Dwomuh-Bonsu's appointment to the position of Case Manager there is currently one hearings officer vacancy which has been advertised as a year contract position.

The post of Scheduling and Witness Manager has been put on hold.

Partners

Training for the 12 new legal assessors took place on 13 May 2010. The new cycle of refresher training for panel members has now begun with training taking place on 25 May 2010 and 1 June 2010. Interviews are taking place for new chiropodist/podiatrist, dietitian and orthoptist panel members.

17

a Dept/Cmte

Doc Type Title CER CEO

Title CEO written reports July 10 Council Status Final DD: None

1. Employee Resourcing Human Resources

Eva Nordstrom has been appointed to the fixed term post of Partner Administrator. She started her new role on 6 April.

Recruitment is in progress for a fixed term HR Manager to provide maternity cover for Rachel Watson.

Fitness to Practise

Recruitment is in progress for two new Case Support Officer posts, and for two Case Manager posts which are needed to replace Sabrina Adams and Ciara O'Dwyer following their promotion to Lead Case manager positions.

Policy

We are currently advertising the new post of Policy PA/ Team Administrator. This post replaces the Policy Officer post vacated by Sam Mars.

Communications

Recruitment is in progress for the new post of Communications Officer (Stakeholder Communications) created as part of a recent reorganisation of the Communications Department.

2. Other HR Activities

Training

HR has completed a training needs analysis based on learning requirements specified in APDRs, and has now set up a programme of training events in 2010 covering a range of skill areas including Excel, Presentation Skills, Assertiveness Skills, Time Management and Project Management.

Employee Assistance Programme

The HR Director gave a short presentation on the services provided by the Employee Assistance Programme at the All Employee Meeting on 15 April.

2010 Annual Pay Review

Pay letters have been issued to all employees following approval of the 2010-2011 budget by Council on 25 March and the payroll has been updated.

Review of Pay Policy and Process

The Remuneration Committee on 4 March noted the work done to date on reviewing the pay process and approved further work towards designing a new pay model to be implemented form April 2011. A project plan for this work has been produced, and employee briefings are being arranged for May. Consultation with employees will take place in June.

DateVer.Dept/CmteDoc Type29/06/2010aINFCER

Title CEO written reports July 10 Council **Status** Final DD: None 18

Information Technology – Mr Guy Gaskins

1. Strategic objective 1 – "To drive efficiencies within the organisation by the use of Information Technology and Information Systems."

- Laptop replacement project: The laptops are being distributed following an initial two week pilot. Currently 60% have been deployed with individual laptop users being prioritised over the laptop pool. Feedback has been very positive about the new laptop design.
- **IT upgrade to scanning solution:** We are required to implement an upgrade to the scanning solution of the Registration system to apply software fixes to a number of known errors. The upgrade started in mid-May and is expected to complete in June.
- **IT virtual environment**: We are required to implement a controlled virtual infrastructure to reduce the proliferation of physical servers and reduce the incidents of application conflicts. The shared storage device has been selected and ordered. We are waiting for delivery to begin installation and training.
- **ISO 9001 system**: This project develops the existing ISO 9001 quality management system to improve the integration with the HPC Intranet. External expert development resource has been managed to deliver this project. The initial development has completed with follow up 'snagging' to complete in June 2010.

2. Strategic objective 2 – "To apply Information Technology within the organisation where it can create business advantage."

- Fitness to Practise (FTP) Case Management system project : Contractual negotiations have concluded and the initial workshops have begun. The project is running to plan and to expectation.
- Independent Safeguarding Authority (ISA) (Applicants): This major project addresses the need to capture the ISA number for applicants. Relatively small changes are required within the NetRegulate application to accommodate the changes. This project is running to plan.
- Education, Approvals and Monitoring service: We have engaged with an external development company to deliver a series of small changes to the Education system. User acceptance testing has completed and the application changes were made live on 30 April 2010.
- **Desktop applications upgrade:** We are required to prepare for the upgrade of the desktop operating system by auditing and replacing applications that are not certified with Windows 7. The Microsoft licensing model has been selected and we are now aligning the purchase of the licences with the start of the technical project in September.
- **Minitab15**: This is a statistical analysis tool required by the Business Process Improvement team. The PC based

19

Status Final DD: None

application has been purchased and installed for the team. The project is now closed.

3. Strategic objective 3 – "To protect the data and services of HPC from malicious damage and unexpected events."

Network encryption project : The new encryption product • has been purchased and installed. The tool allows very granular control by user and by personal computer, called Port Control. It can be used to determine who is able to write data to removable media and whether it is required to be encrypted. Laptop full disk encryption and port control will be deployed this year with the network product being evaluated in a subsequent year.

The distribution has been delayed due to a dependency with the laptop replacement project. It is expected to be delivered with the laptops. Users will be assigned to policies that control their rights following the completion of the laptop project.

Credit-card handling: We are required to support the ٠ project to outsource credit card handling to reduce organisation risk of fraud. PCI DSS (Payment Card Industry Data Security Standards) expert advice has been sort to identify potential solutions and industry best practice for handling credit card payments by telephone. Initial demonstrations have been received to give HPC some background to the project. The project is due to formally start in July 2010.

- Remote access security: This project aims to improve the security provision for employees and external support organisations when they connect to the HPC services remotely. The project will introduce a method for generating a unique security number each time an authorised user wants to connect to the HPC. This method is known as Two Factor Authentication. Potential vendors have been approached and web demonstrations have been completed.
- Penetration testing: Quarterly independent penetration • tests of our environment are conducted to assure adequate security controls. The next penetration test is planned for the week beginning 28 June 2010.

4. Strategic objective 4 – "To meet internal organisation expectations for the capability of the IT function."

Service desk tool project: The new software has been • installed and we have applied patches to faults identified during testing. There is one outstanding fault that is preventing release. However, the software has been distributed to a number of users in a pilot; favourable comments have been received. We are still awaiting the resolution of the final fault that will enable the service to be promoted to the production environment.

INF

Title CEO written reports July 10 Council

Status Final DD: None

1. Recruitment

There was a good response to the advertising partner roles in the dietitian and podiatry professions. Interviews are being held the week commencing 21 June for panel member, visitor and registration assessor in dietetics and vacancies for panel member and visitor for podiatry.

Recruitment is underway for orthoptist panel member.

2. Training

Two panel member refresher training sessions were held recently at Park House. Twenty seven panel members attended refresher training on 26 May and 30 attended on 1 June 2010. Psychologist registration assessors are scheduled to attend a refresher training session on 15 July 2010.

Induction training for panel members and registration assessors has been scheduled for July.

3. Partner agreement

The revised partner agreement and Code of Conduct has been sent for the 435 partner roles which expire on 31 July 2010.

3. Partner resignations

Two registration assessors resigned in May and one Panel member.

21

INF

Title CEO written reports July 10 Council

Status Final DD: None

Policy a	and Standard	s – Mr Michael Guthrie
1. Meetings undertaken		2. Consultations
Malcolm Cross, Council member	5 May	Standards of proficiency for health psychologists
Society of Clinical Perfusion Scientists	6 May	A consultation is being held until 12 July 2010 on proposals to
DH National Allied Health Professions	11 May	make a minor amendment to the standards of proficiency for
Professional Advisory Board	2	health psychologists.
British Association for Behavioural	13 May	
and Cognitive Psychotherapies	-	Welsh language scheme
DH No Secrets NHS Advisory Group	13 May	A consultation is being held until the 1 September 2010 on a
British Psychological Society Division of	13 May	draft HPC Welsh language scheme.
Neuropsychology	-	
British Association for Sexual	18 May	3. Closed consultations
Relationship Therapy		Removing the health reference as a requirement for entry
HPC Disaster Recovery exercise	21 May	to the Register
Australian Physiotherapy Association	24 May	Responses to the recent consultation are being analysed; we
Department of Health	25 May	received 74 responses. The Education and Training Committee
Lesley Smith	25 May	considered the consultation analysis at its meeting in June
CHRE event, 'Regulating with compassion'	28 May	2010, agreeing and recommending to the Council that the
Charlotte Humphreys	2 June	current health reference requirement should be removed. The
Office of the Rail Regulator	2 June	Council is considering a paper at this meeting.
Royal College of Surgeons of Edinburgh,	3 June	
Edinburgh		4. Professional Liaison Groups
Counselling and Psychotherapy	5 June	Psychotherapists and Counsellors
in Scotland (COSCA), Stirling		A meeting of the PLG took place on 12 May 2010. The
Unite applied psychologists occupational advisory	11 June	Executive is currently planning and preparing for the
committee, Eastbourne		subsequent meetings commencing in September 2010.
Clinical associate psychologists, University of	15 June	
Stirling		5. Post-registration qualifications
Chartered Society for Physiotherapy	15 June	At its meeting in June 2010, the Education and Training
Amplifon, Wilmslow	16 June	Committee considered a draft consultation document to seek
University of Durham, Durham	16 June	the views of stakeholders in this area. The Committee agreed
Scottish Government Health Directorate, Edinburgh	16 June	and recommended the document to the consultation, subject t

Date 29/06/2010	Ver. a	Dept/Cmte INF	Doc Type CER	Title CEO written reports July 10 Council	Status Final DD: None
					DD. NONE

some small changes to the document. The Council is considering a paper at this meeting.

Subject to Council approval, the consultation would take place between July and October 2010. It is currently planned that the outcomes of the consultation will be considered by the Education and Training Committee in November 2010 and by the Council at its December 2010 meeting.

As part of this process the Executive has met with a number of stakeholders including the British Psychological Society, Society of Chiropodists and Podiatrists and the Royal College of Surgeons. The Executive has also had close contact with the Department of Health and the Scottish Government Health Directorate and it will be important that any planned implementation of proposals in this area takes account of developments in the four countries.

6. Review of the threshold level of qualification for entry to the Register

At its meeting in June 2010, the Education and Training Committee considered a second paper looking at the threshold level of qualification for entry to the Register (the first standard of the standards of education and training – 'SET 1').

The Committee considered a range of options including whether the standard should be amended, removed or retained. The Committee decided that the standard should remain in its current terms but that further information should be produced by the Executive in order to clarify the purpose and application of the standard; the factors which would be taken into account in establishing the level for a new profession joining the Register; and the factors which would be taken into account in considering whether the level of an existing regulated profession should be changed.

This information will be prepared by the Executive and considered by the Committee at a future meeting.

7. CPD profiles

The Department is continuing to review profiles and liaise with the relevant professional bodies. A number of draft profiles are at various stages of the drafting and approval process, including:

- Practitioner psychologists
- Dietitians
- Hearing aid dispensers
- Arts therapists

A profile for a clinical cytogeneticist (clinical scientist) has recently been published. The profile was drafted by the Association for Clinical Cytogenetics.

8. CHRE performance review 2009/10

The annual performance review of the regulators for 2009/2010 is nearing its conclusion. We now await the final CHRE report which we expect will be published in July 2010.

The Executive anticipates bringing a paper to the next available Council meeting looking at the outcomes of the report.

DateVer.Dept/CmteDoc TypeTitle29/06/2010aINFCERCEO written reports July 10 Council

23

Status

DD: None

Final

9. Generic standards of proficiency

At its meeting in June 2010 the Education and Training Committee approved a consultation document subject to minor changes. The Council is asked to approve the consultation document at this meeting.

Subject to the above, a consultation on proposed new generic standards will take place between July and October 2010.

10. Revalidation

The University of Durham is due to present at this Council meeting on the research they are undertaking looking at the link between pre-registration education and training and subsequent fitness to practise action.

24

INF

Title CEO written reports July 10 Council

Status Final DD: None

1. Operational Performance

a) Telephone calls

i) UK telephone calls: During the period from 1 April to 31 May 2010 the team answered a total of 18,337 telephone calls which is 718 more than the same period two years ago.

ii) International telephone calls: During the period from 1 April to 31 May 2010 the team answered a total of 2,718 telephone calls which is 727 more than the same period last year and represents a 36.5% increase in the number of calls the department handled.

b) Application Processing

i) UK applications: A total of 831 new applications were received during this period and 1,077 individuals were registered, which is 449 more than the same period last year. Applications were processed within our service standard of ten working days of receipt.

Applications for readmission were processed within our service standard of ten working days of receipt.

ii) International applications: A total of 438 new international applications were received in this period and 211 individuals were registered which is 101 less than the same period last year.

iii) Grandparenting applications: A total of 32 new grandparenting applications were received in this period and 9 individuals were registered.

Title

c) Emails

i) UK emails: The team received approximately 100 emails per day and responded to these on average within two days of receipt which is well within our service standard of five working days.

ii) International emails: The team received approximately 20 emails per day and managed to respond to these on average within three days of receipt which compares favourably with our service standard of five working days response time.

d) Continuing Professional Development (CPD) audit

We requested CPD profiles from 2.5 per cent of dietitians and chiropodists/podiatrists during this period and assessment days continued to be held.

e) Registration renewals

At the start of March 2010, 2,780 renewal forms were sent to arts therapists. This year a record total of 94.2% successfully renewed their registration for the next two-year cycle, which is an improvement of 7.2% compared to the last renewal period.

At the start of April 2010, 7,164 renewal forms were sent to dietitians. As at 4 June 2010, 6,083 registrants had renewed their registration with 47.3% renewing online.

At the start of May 2010, 1,573 hearing aid dispensers were invited to renew their registration and registrants have until 31 July 2010 to renew their registration. As at 4 June 2010, 622 registrants had renewed their registration with 85.7% renewing online.

Dept/Cmte

INF

CEO written reports July 10 Council

Status Final

DD: None

25

At the start of May 2010, 12,878 chiropodists/podiatrists were invited to renew their registration and registrants have until 31 July 2010 to renew their registration. As at 4 June 2010, 5,351 registrants had renewed their registration with 83.1% renewing online.

2. Resources

a) Employees

The Department is operating within the budgeted headcount

26

 Date
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 Dept/Cmte

 29/06/2010
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Cmte Doc Type CER Title CEO written reports July 10 Council

Status Final DD: None

1. Fitness to Practise seminar

On 3 June, following the meeting of the Fitness to Practise Committee, a seminar was held to discuss the MORI research on the "Expectations of Complainants".

Key stakeholders were invited to Park House to discuss the findings of the research. The feedback from the workshops can be summarised as follows:-

- Better communication: HPC should explain what it could and could not do, timescales involved and where complainants could go, tailor communications for different audiences;
- Clarify terminology and more consistency;
- Involve users and their representatives to assist in the process or inform regulators;
- Greater efficiency in timescales: Explain what the expected timescales would be and the reasons for timescales.

The event was well-attended and the feedback received will inform the work of the HPC going forward.

2. Expenses policies

On 28 May, an e-mail was sent by the Chair and the Chief Executive to all members of Council regarding rail travel.

It was noted that a number of high profile public organisations had curtailed their policy of allowing first class rail travel and that the professionals that we regulate were likely to be working in a difficult economic climate for the next few years. Given that the HPC is a public organisation funded by registrants, it was considered more appropriate that our members should adopt a similar policy and so members were informed that the cost of first class travel would not be reimbursed after 1 June 2010.

It was noted that there would be some grounds for making exceptions to this approach, for example on health or disability grounds.

A report is on today's agenda for formal approval.

3. Annual meeting

One of the objectives in the 2010-2011 Secretariat workplan was to revise the format of the annual meeting which has historically been held after the meeting of Council in September to present the HPC's annual report.

This year, the event will be held in Edinburgh on 14 September and key stakeholders from Scotland will be invited to discuss the annual report amongst other current issues.

The HPC will be represented at the meeting by the Executive and those members of Council from Scotland.

4. Council awayday

This year's Council awayday will be held at the Hotel Seattle in Brighton on 13-14 October. Travel arrangements for those flying to London have been made and train tickets will be ordered once the tickets become available.

5. Council and committee calendar

The mini calendar of Council and Committee meetings for 2010/2011 will be distributed to members of Council at the meeting on 7 July. Should members require further copies, please do not hesitate to contact Secretariat.

6. External meetings and training	
Health Regulators Diversity Forum	12 May
Freedom of Information annual conference	18 May
(PDP training)	
Health regulators governance group	27 May
Strategies for Leadership Course, IMD	14-17 June

Management Information Pack

Marc Seale, Chief Executive & Registrar Report of figures to May 2010 for Council July 2010



Management Reporting Information to Council Health Professions Council Figures until May 2010

_	Figures until May 2010	
Education	Programme approvals and visits	2a
	Programme monitoring	2b
	Major change submissions	2c
Feedback	Feedback	3
Finance - April 2010 only	Consolidated Income and Expenditure	4a
	Consolidated Income budgeted & actual	4b
	Consolidated expenditure budgeted & actual	4c
	Consolidated Department Monthly Variances	5
	Consolidated Balance Sheet	6
	Consolidated Cash Flow Actual and Forecast	7
Fitness to Practise	Total Cases Considered	8a
	Enquiries and allegations: source	8b
	Panel Hearings, Decisions	9
	Cases Pending: Investigating Committee	10a
	Cases Pending: Conduct and Competence, Health & Review Hearing	10b
Registration Appeals	Registration Appeals	11
Protection of Title	Protection of Title	12
Health and Character	Health and Character Declarations	13
Human Resources	HR Information	14
Information & IT	IT Infrastructure	15
Office Services	Mail Volume	16
Registration	HPC Number of Registrants by Profession	17
Grandparenting Registrations	Status of grandparent applications at end of each month	18
	New Grandparent Applications Received	19
	Grandparent Registrations	20
International Registrations	Status of international applications at end of each month	21
	New International Applications Received	22
	International Registrations	23
UK Registrations	Status of UK applications at end of each month	24
	New UK Applications Received	25
	Renewal Information	26
Grandparent, International & UK Registrations	Application Types Received	27
	New Registrants	28
	Registration Telephone Information	29
	Number of registrants with supplementary prescribing rights	30

Health Professions Council

Education Department





10/11

YTD

09/10

FYE

10/11

YTD

	2009									201	0								2	011		2005/6	2006/7	2007/8	2008/9	09/10	Г
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	o Ma	ar Ap	r May J	un Jul	Aug Se	ep Oc	t Nov	Dec J	lan Feb	Mar	FYE	FYE	FYE	FYE	FYE	
Overview of approval visits																											Γ
Number of visits	6	5	6	0	0	1	2	3	2	2	3	8	10	5								0	101	63	42	38	
Number of programmes visited	12	24	8	0	0	2	2	3	2	4	7	16	6 18	14								27	117	86	84	80	



	200	9									2010											2011	1		1	2005/6	2006/7	2007/8	2008/9	Γ
	Арі	r Ma	ıy Jı	un Ju	ul .	Aug S	ер	Oct	Nov	Dec	Jan	Feb	Mar	Арг	· May	Jun	Jul	Aug S	ep Oc	t No	ov Dec	: Jan	Feb	Mar		FYE	FYE	FYE	FYE	
Reason for programme visited																														Γ
New programme (pre-registration)	3	3	5	6	0	0	0	1	0	1	2	0	7	2	2 2											0	18	32	21	
New programme (post-registration)	0)	0	0	0	0	0	0	0	1	0	0	0	C) ()											5	29	1	0	l
New profession	C)	0	0	0	0	0	0	0	0	0	4	3	5	5 2											5	16	4	0	l
Result of a major change	9	9 1	9	2	0	0	0	1	0	0	2	3	6	11	6											5	32	26	53	l
Result of annual monitoring	C)	0	0	0	0	2	0	1	0	0	0	0	C) 0											5	1	3	3	l
Other	C)	0	0	0	0	0	0	2	0	0	0	0	C) 0											5	21	2	0	
Total	12	2 2	24	8	0	0	2	2	3	2	4	7	16	18	3 10											25	117	68	77	Г



Health Professions Council

Programme Monitoring April 2009 - March 2011

Education Department

09/10

FYE

105

123

228

FYE

167

136

303

09/10

YTD

33

56

89

Health Professions Council

Major change submissions April 2009 - March 2011

Education Department



Feedback April 2009 to March 2011



	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
_	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Application process	0	0	0	0	C)	0 0	0	0	0	1	3	1	3											39	23	28	29	4	4
Registration proces	9	6	4	5	17	2	5 11	13	17	24	15	17	20	20											169	88	122	361	163	40
External comms	0	0	0	1	C)	0 0	0	0	0	0	0	0	0											24	6	6	4	1	0
Responsiveness	0	0	0	0	1		1 0	0	0	0	0	0	0	0											6	2	0	0	2	0
Partner managemer	2	1	0	1	C)	0 0	0	0	0	0	0	0	3											0	4	2	4	4	3
Rules/legislation	0	1	1	1	1		0 0	0	0	1	0	0	0	0											17	11	10	3	5	0
Other	0	3	1	1	4		2 4	4	10	3	8	5	7	8											7	16	18	44	45	15
Total complaints	11	11	6	9	23	2	3 15	17	27	28	24	25	28	34											262	262	186	445	224	62
Positive feedback	3	3	7	9	6	;	9 11	10	13	4	1	5	10	6											187	19	27	37	81	16

	2010	2010 2011										Total to	Budget		Annual	
	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	YTD	YTD	Variance	Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
INCOME							2000	2000		2000	2000			2000		
Registration Income	1,327												1,327	1,323	4	16,834
Cheque/credit card write off	(0)												(0)	(0)		(3)
TOTAL INCOME*	1,327												1,327	1,323	4	16,831
EXPENDITURE																
Chair	2												2	4	2	50
Chief Executive	23												23	27	4	313
Council & Committees	6												6	14	7	400
Communications	77												77	86	9	1,122
Depreciation	49												49	46	(3)	541
Education	66												66	68	2	745
Facilities Manangement	56												56	78	22	895
Finance	48												48	51	2	647
Fitness to Practise	500												500	571	71	7,146
Human Resources & Partners	45												45	77	32	932
IT Department	72												72	80	8	1,041
Operations Office	35												35	38	3	502
Policy & Standards	12												12	20	8	313
Major Projects	31												31	52	21	296
Registration	199												199	190	(9)	1,616
Secretariat	14												14	18	5	252
TOTAL EXPENDITURE	1,236												1,236	1,421	184	16,811
OPERATING SURPLUS/(DEFICIT)	91												91	(98)	189	20

* Total Income is excluding investment income Note: No accurals have been posted for April




	2010									2011			7 [Total to	Budget	Total
	April	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		Apr	Apr	Expenditure
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		£000	£000	£000
EXPENDITURE																
Chair	2													2	4	2
Chief Executive	4													4	27	23
Council & Committees	7													7	14	6
Communications	9													9	86	77
Depreciation	(3)													(3)	46	49
Education	2													2	68	66
Facilities Manangement	22													22	78	56
Finance	2													2	51	48
Fitness to Practise	71													71	571	500
Human Resources & Partners	32													32	77	45
IT Department	8													8	80	72
Operations Office	3													3	38	35
Policy & Standards	8													8	20	12
Major Projects	21													21	52	31
Registration	(9)													(9)	190	199
Secretariat	5													5	18	14
TOTAL BUDGET VARIANCE	184												┥┝	184	1,421	1,236
] [
TOTAL MONTHLY BUDGET	1,421															1,421
TOTAL EXPENDITURE	1,236															1,236

* Total Income is excluding investment income

	Actual	2010									2011		
		April	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Non-current Assets													
Property, Plant and Machinery	2,567	2,574											
Intangible assets	964	926											
TOTAL FIXED ASSETS	3,531	3,500	0	0	0	0	0	0	0	0	0	0	0
CURRENT ASSETS													
Other current assets	207	489											
Financial assets	1,926	1,912											
Bank & Cash	5,649	5,822											
	7,782	8,223	0	0	0	0	0	0	0	0	0	0	0
CURRENT LIABILITIES													
Trade and other payables	(426)	(352)											
Other Liabilites	(1,129)	(817)											
Deferred income	(8,814)	(9,518)											
	(10,369)	(10,687)	0	0	0	0	0	0	0	0	0	0	0
Total assets less liabilites	944	1,036	0	0	0	0	0	0	0	0	0	0	0
Represented by:													
Revaluation Reserve	4	4											
Income and expenditure account	940	1,032											
	944	1,036	0	0	0	0	0	0	0	0	0	0	0

* Balance sheet includes investment income

Finance Department

	Actual	2010									2011			Total
		April	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Opening Balance		5,649	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5,820	
Registration Income		1,327												1,327
Investment Income		2												2
Investment Sales		12												12
Deferred Income Movements		705												705
Department of Health funding														0
Total Cash Receipts		2,046	0	0	0	0	0	0	0	0	0	0	0	2,046
Expenditure		1,236												1,236
Depreciation		(49)												(49)
Asset disposal / writeoff		387												387
Aged Cred / Accrual Movements		282												282
Debtor Movements														0
Payments to Creditors		1,856	0	0	0	0	0	0	0	0	0	0	0	1,856
Capital Expenditure		19												19
Capital write-off		10												0
Investment Purchases														0
														0
Other Payments		19	0	0	0	0	0	0	0	0	0	0	0	19
Closing Balance	5,649	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5,820	5.820	5,820	5,820	5,820	

* Cash flow includes investment income



		2009										2010												2011			2007/8	2008/9	09/10	10/11
		Apr	Мау	Jun	Jul	Aı	ug s	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	YTD
	Investigating (case to answer panels)	30	31	38	3	8	38	30	38	61	36	57	53	49	69	23											297	363	499	92
	Investigating (incorrect entry)	1	1	0		0	0	0	0	0	0	0	1	1	0	0											19	1	4	0
	Conduct & Competence	20	19	27	2	6	24	37	36	29	31	34	33	35	29	27											176	203	351	56
	Health	1	0	0		0	0	0	1	0	0	3	1	0	1	0											9	3	6	1
s	Review cases	3	9	8		2	9	9	10	14	8	9	10	5	8	3											67	93	96	11
: Panels	Interim order (application)	9	2	3		2	3	4	2	2	7	4	5	3	4	7											20	30	46	5 11
Public	Interim order (review)	5	8	8		7	5	8	11	6	7	4	18	9	7	9											52	54	96	16
	Total public panels	39	39	46	3	7	27	58	60	51	53	54	68	53	49	46											343	384	599	95
	Total panels	69	70	84	7	5	79	88	98	112	89	111	121	102	118	69											640	747	1098	187

This table displays how many cases were considered by each type of panel



		2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
		Apr	May	Jun	Jul	Αυα	Sen	Oct	Nov			Feb	Mar	Anr	Mav	Jun	Jul	Αυσ	Sen	Oct	Nov			Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
	Total enquiries	5	-	17	45	19	22	24	19	15	15	14	29		17	ean	•ui	rug	000			200	ean	1.010	mai			109	142	243	34
	Employer	3	9	8	10	8	10	15	5	4	2	3	1	3	5													44	50	78	8
		0	8	4	30	6	10	4	4	9	11	7	21	8	10													32	42	114	18
quir	Public Police	0	0	2	0	0	0	0	0	1	0	0	1	0	0													3	4	4	0
en		-	Ū	-	Ũ	Ũ	Ū	Ū	Ū	•	Ū	Ũ		Ũ	Ũ											Not re	corded	Ũ			Ū
e of	Professional body	0	0	0	0	0	0	0	0	0	0	0	0	0	0													1	2	0	0
urc	Registrant Other	1	1	1	2	1	1	2	6	1	0	0	2	6	1													13	19	18	7
S	Other	0	0	0	2	2	1	1	3	0	1	3	1	0	0													2	10	14	0
	Article 22(6)/Anon	1	1	2	1	2	0	2	1	0	1	1	3	0	1													14	15	15	1
	Total allegations	26	27	28	82	47	35	51	49	41	34	62	48	55	39											316	322	315	341	530	94
_	Ţ	12	21	12	26	13	10	18	11	11	15	20	13		19											113	164	127	149	182	40
atio	Employer Public Police		1		33	16	0	14	15	15	0	18	15	21	10											61	77	76	67	153	31
lega	Polico	3	י ס	, 2	33	10	4	14	10	10	5	3	3	21	10																
of al	Folice	3	2	Z	4	4	4	Z	Z	Z	Э	3	ა	4	I											27	31	32	32	36	5
	Professional body	0	0	0	0	0	1	0	0	0	0	0	0	1	0											0	1	6	1	1	1
our	Registrant Other	4	1	1	3	3	4	5	6	2	2	5	9	0	1											30	16	22	30	45	1
Ň	Other	1	0	1	6	1	2	3	2	2	0	1	2	3	2											13	7	3	14	21	5
	Article 22(6)/Anon	3	2	5	10	10	6	9	13	9	4	15	6	5	6											57	23	49	48	92	11
	Misconduct Lack of	14	16	13	53	32	23	41	33	28	23	43	36	41	30											205	228	177	223	355	71
be	competence Conviction/cautio	6	4	10	15	8	7	7	7	5	6	10	6	4	2											33	44	29	50	91	6
on ty	n	5	6	4	12	4	5	3	7	5	5	6	6	8	7											41	41	49	51	68	15
atic	n Health	1	0	0	1	1	0	0	1	1	0	0	0	2	0											2	1	1	7	5	2
	Other regulator	0	0	0	0	0	0	0	0	0	0	0	0	0	0											1	0	2	1	0	0
-	Incorrect or		-	-	-	-		-	-	-		-	-		Ţ												-	_		-	-
	fraudulent entry	0	1	1	1	2	0	0	1	2	0	2	0	0	0											33	3	4	6	10	0
	Not classified Total allegations	0	0	0	0	0	0	0	0	0	0	0	0	0	0													24	3	0	0
	/enquiries	31	46	45	127	66	57	75	68	56	49	76	77	72	56											314	318	424	483	773	128



Page 9 part 1 Panel Hearings Decisions: Conduct and Competence Cases

		2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
	C&C cases listed	20	19	27	26	24	37	36	29	31	34	33	35	29	27											73	119	176	231	351	56
	Struck off	0	4	9	3	10	10	5	9	1	3	3	8	5	6											11	26	37	64	65	11
ъ	Suspended	4	2	1	4	1	6	5	7	4	3	0	1	3	3											19	19	30	23	38	6
nmitte	Suspended Conditions of practice Caution	1	2	0	1	0	2	1	3	1	0	3	0	3	0											5	5	7	10	14	3
Con	Caution	6	2	3	8	4	0	3	1	6	6	1	6	1	6											8	32	28	24	46	7
tence	No further action	2	0	1	1	0	3	0	0	0	0	0	0	0	1											4	6	4	7	7	1
ompe	Not well founded Adjourned/part	3	4	3	4	3	5	9	2	10	8	10	9	9	4												0	19	36	70	13
ŏ	heard	3	5	10	5	6	7	10	5	9	8	12	10	6	7											22	22	32	35	90	13
nduct	Cancelled Referred to Health	0	0	0	0	0	4	1	1	0	5	1	0	1	0												0	24	21	12	1
	Health Removed -	0	0	0	0	0	0	1	0	0	1	0	0	0	0											1	0	1	0	2	0
	consent CC cases to be	1	0	0	0	0	0	1	1	0	0	3	1	1	0																1
	heard	184	192	198	190	208	194	205	214	216	224	232	233	264	256											59	59	172	117	233	256

Health Professions Council

Panel Hearings Decisions April 2009 to March 2011

Page 9 cont part 2 Panel Hearings Decisions: Health and Investigating Hearings

		2009									2010												2011					2007/8		09/10	10/11
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov I	Dec	Jan	Feb	Mar	Apr	М	ay Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
	Health cases listed	1	0	0	0	0	0	1	0	0	3	1	0	1		0										8	7	9	2	6	1
	Suspended Conditions of	1	0	0	0	0	0	0	0	0	1	0	0	0)	0										2	2	5	1	2	0
	practice	0	0	0	0	0	0	0	0	0	1	0	0	0)	0										3	1	0	1	1	0
ittee	Caution	0	0	0	0	0	0	0	0	0	0	0	0	0)	0										0	0	0	0	0	0
mmi	No further action	0	0	0	0	0	0	0	0	0	0	0	0	0)	0										0	1	0	0	0	0
th Co	Not well founded	0	0	0	0	0	0	1	0	0	1	1	0	0)	0												1	1	3	0
Heal	Caution No further action Not well founded Adjourned/part heard	0	0	0	0	0	0	0	0	0	0	0	0	1		0										Not re	corded	1	0	0	1
	Cancelled	0	0	0	0	0	0	0	0	0	0	0	-	0)	0										Notre	coraca	2	0	0	0
	Referred to C&C	0	0	0	0	0	0	0	0	0	0	0	0	0)	0												0	0	0	0
	Hith cases to be heard	6	7	0	0	0	0	0	0	0	6	7		15		15										7	7	4	F	0	15
		0	1	8	8	8	8	8	8	8	6	1	8													1	1	4	5	0	15
	Removed	1	1	0	0	0	0	0	0	0	0	0	1	0)	0														3	0
	Amended	0	0	0	0	0	0	0	0	0	0	1	0	0)	0														1	0
ing	Not well found	0	0	0	0	0	0	0	0	0	0	0	0	0)	0														0	0
igat	No further action	1	0	0	0	0	0	0	0	0	0	0	0	0)	0														1	0
Investigating	Adjourned/part heard		0	0	0	0	0	0	0	0	0	C		0		0														0	0
느	Investigating	0	0	0	0	0	0	0	0	0	0	0	0		,	0														0	0
	Committee cases to be heard	0	0	0	0	0	0	0	0	0	0	0	1	2	2	2														1	2

Page 9 cont part 3 Panel Hearings, Decisions: Review Hearings

																											-				
		2009)								2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
	Review cases					-																					44				
	listed	3	ç	98	2	2 9	9	9 10	14	8	9	10	5	8	3	3											41	67	67	67	11
	Struck off	2	5	53	1	1	1	2	. 7	3	3	3		1	()												10	31	31	1
	Suspension																														
	continued	1	3	3 4	0) 2	. 3	3 4	- 4	2	3	3	4	2	()												37	31	35	2
	Conditions																														
	continued	0	() 1	0) (3	B (0	2	0	1	0	0	1													2	7	7	1
	Suspension																														
	revoked	0	() 0	0) 3	. () 2	: 1	0	1	1	0	0	1													2	8	8	1
	Suspension																														
	revoked																														
s	conditions											~																			
ing	imposed	0	() 0	0) () 1	1	0	1	1	0	0	1	()												1	4	4	1
ear	Cuenensien																														
H >	Suspension revoked caution																									Not					
riev	imposed	0	C) ()	0			, c		0	0	0	1	1	(of r		0	0	1	1
0	Conditions	0	, c	, 0	0	, (, (0	0	0	0			,	,										reco		0	0	1	'
Р Ч	revoked	0	1	0	0	1	1		1	0	0	1	0	2	()										orded		5	5	5	2
	Conditions	Ŭ			Ŭ				•	Ũ	-	-	-	-		•										be		Ű	Ű	Ű	-
ar	revoked																														
200	suspension																														
ပ	imposed	0	() 0	0) () () () 1	0	0	0	0	0	()												5	1	1	0
	-																														
	Conditions																														
	revoked caution																														
	imposed	0	() (1	() () (0	0	0	0	0	0	()												1	1	1	0
	Vol Removal																														-
	(Consent)	0) () () () () () 1	0	0	0	1	0	0	()														0	0
lĺ	Adjourned/part	-	-		-				_	-	-	_	_															_	_	_	
	heard	0) 0) () () (0	0	0	0		1	(3	0	0	1
	Cancelled	0	() 0	0) (() (0	0	1	0	0	0	1															1	1
	Review cases to									• -																				1.0-	
	be Heard	92	93	3 90	91	90	89	9 90	92	93	104	102	102	107	106	j –											69	90	90	102	106

Health Professions Council

Cases Pending: Investigating Panel April 2009 to March 2011

Fitness to Practise Department



	2009									2010											2011			2005/6	6 2006/7	2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May J	un Jul	Aug	g Sep	Oct	Νον	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Enquires					-									-											•	•			
Arts therapists	. 0	0	0	0	1	0	1	0	0	0	0	0	0	0														0	0
Biomedical scientists	2	2	3	2	5	8	9	9	7	5	4	6	7	7														6	7
Chiropodists & podiatrists	4	4	2	5	4	6	7	5	6	4	4	5	5	5														5	5
Clinical scientists	1	1	1	1	1	0	1	0	0	0	0	0	0	0														0	0
Dietitians	6	6	5	5	1	2	2	2	2	2	2	2	2	0														2	0
Hearing aid dispensers+													3	3															3
Occupational therapists	10	15	15	10	11	8	11	9	11	8	8	14	14	14											Netes			14	14
ODPs	12	8	8	8	7	8	5	5	4	3	3	0	0	0											Not a	ailable		0	0
Orthoptists	0	0	0	0	0	0	0	0	0	0	0	1	1	1														1	1
Paramedics	11	13	13	15	15	18	16	16	14	12	13	13	14	14														13	14
Physiotherapists	12	11	12	9	7	11	18	17	19	16	15	14	11	10														14	10
Practitioner psychologists*				26	24	20	15	16	16	22	19	22	19	15														22	15
Prosthetists & orthotists	1	0	1	0	0	0	0	0	0	0	0	0	0	0														0	0
Radiographers	2	3	3	3	2	4	6	7	7	5	7	6	4	5														6	5
SLTs	1	1	2	3	5	5	5	6	9	5	3	4	4	5														4	5
Total - Enquiries	62	64	65	87	83	90	96	92	95	82	78	87	84	79														87	79
Investigating Panel																													
Arts therapists	1	1	1	3	2	4	3	2	2	1	1	1	3	3											2 3	1	1	1	3
Biomedical scientists	11	10	10	12	10	11	13	11	15	12	16	21	17	21											5 10	13	14	21	21
Chiropodists & podiatrists	25	26	28	28	29	25	24	26	25	25	28	27	25	27										2	4 26	18	27	27	27
Clinical scientists	4	4	3	3	3	4	4	4	3	4	6	5	5	6										:	3 4	3	4	5	6
Dietitians	1	1	2	3	7	5	5	1	1	1	4	7	8	9											1 3	4	0	7	9
Hearing aid dispensers+													5	5															5
Occupational therapists	33	33	29	34	33	40	38	29	29	30	28	25	25	21										1	4 19	22	29	25	21
ODPs	27	29	20	16	14	13	11	15	16	20	20	20	19	17										1-	4 15	18	26	20	17
Orthoptists	0	0	0	0	0	0	0	0	0	0	0	1	1	1											0 1	1	0	1	1
Paramedics	37	44	50	65	63	57	68	67	69	65	65	68	58	69										1	9 47	40	35	68	69
Physiotherapists	46	47	45	43	46	49	52	56	52	51	51	47	40	38										5	55	43	39	47	38
Practitioner psychologists*		_		19	30	36	43	44	52	45	55	53	45	45														53	45
Prosthetists & orthotists	2	2	2	2	2	4	4	3	2	2	2	4	3	2											2 3	2	2	4	2
Radiographers	13	14	13	15	16	13	14	15	14	10	12	15	15	17										1	3 32	17	12	15	17
SLTs	4	5	6	6	8	10	7	6	10	12	14	10	8	10											6 10		5	10	10
Total - Investigating	204	216	209	249	263	271	286	279	290	278	302	304	277	291										15	3 228	198	194	304	291

* Practitioner psychologists section of register opened 1st July 2009



Cases Pending: Conduct and Competence, Health April 2009 to March 2011

Fitness to Practise Department

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* Practitioner psychologists section of register opened 1st July 2009

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	2009		1	11	Aug	C	Oct	Nev	Dee	2010	Tah	Mar	A	Ma			۸	~ 60			Nev	Dee	2011		Mar			2006/7 FYE	2007/8 FYE	2008/9 FYE	09/10 FYE	10/11 YTD
Health Panel	Apr	way	Jun	Jui	Aug	Sep	Oct	NOV	Dec	Jan	гер	war	Арг	Ivia	y Jun	Jui	Au	g se	ρι	JCt	NOV	Dec	Jan	ге) war		E	FIE	FIE	FIE	FIE	TID
Arts therapists	0	0	0	0	0	0	0	0	0	0	0	0	0		0												0	0	0	0	0	0
Biomedical scientists	1	1	1	1	1	1	0	0	0	0	0	0	1		1												2	1	0	1	0	1
Chiropodists & podiatrists	1	1	1	1	1	1	1	1	1	0	0	0	3		3												0	0	0	0	0	3
Clinical scientists	0	0	0	0	0	0	0	0	0	0	0	0	0		0												0	0	0	0	0	0
Dietitians	0	-	Ũ	0	0	0	0	0	0	0	0	0	0		0												0	0	0	0	0	0 0
Hearing aid dispensers+						-	-					-	C		0												-	-	-	-	-	0
Occupational therapists	1	0	0	0	0	1	1	1	1	2	2	3	5		5												2	2	0	1	3	5
ODPs	0	2	2	2	2	2	3	3	3	3	4	4	4		4												1	2	0	0	4	4
Orthoptists	0	0	0	0	0	0	0	0	0	0	0	0	0		0												0	0	1	0	0	0
Paramedics	0	0	1	1	1	1	0	0	0	0	0	0	C) (0												0	1	0	0	0	0
Physiotherapists	1	1	1	1	1	1	2	2	2	1	1	1	1		1												2	0	0	1	1	1
Practitioner psychologists*				0	0	0	0	0	0	0	0	0	C) (0																0	0
Prosthetists & orthotists	0	0	0	0	0	0	0	0	0	0	0	0	C		0												0	0	0	0	0	0
Radiographers	1	1	1	1	1	0	0	0	0	0	0	0	1		1												1	0	2	1	0	1
SLTs	1	1	1	1	1	1	1	1	1	0	0	0	0		0												0	0	1	1	0	0
Total - Health	6	7	8	8	8	8	8	8	8	6	7	8	15	1:	5												8	6	4	5	8	15
Review Hearing																																
Arts therapists	0	0	0	0	0	0	0	0	0	0	0	0	C) (0												0	0	0	0	0	0
Biomedical scientists	4	3	4	5	5	6	6	8	9	10	10	10	10	1	0												5	6	5	4	10	10
Chiropodists & podiatrists	5	6	6	5	5	5	5	5	5	4	4	4	4		4												3	5	5	5	4	4
Clinical scientists	2	2	2	2	2	2	2	1	1	1	1	1	1		1												1	2	2	2	1	1
Dietitians	3	3	3	3	3	3	2	1	1	1	1	1	1		1												2	4	2	3	1	1
Hearing aid dispensers+													1		1																	1
Occupational therapists	16	15	16	17	16	17	16	16	16	16	15	16	19	2	0												5	10	20	16	16	20
ODPs	7	8	8	7	6	6	6	7	7	7	6	6	6		8												1	2	3	6	6	8
Orthoptists	0	0	0	0	0	0	1	1	1	1	1	1	1		1												0	0	0	0	1	1
Paramedics	13	11	11	11	9	11	13	12	13	14	12	12	13	1	1												4	9	15	12	12	11
Physiotherapists	27	27	24	27	26	25	25	26	24	25	26	26	26	2	5												18	23	30	27	26	25
Practitioner psychologists*				0	0	3	3	3	3	3	4	4	4		4																4	4
Prosthetists & orthotists	1	1	1	1	1	1	1	1	1	0	1	1	2	: :	2												0	1	1	1	1	2
Radiographers	10	10	12	12	12	14	14	14	16	15	15	14	13	1	2												2	3	3	10	14	12
SLTs	4	4	4	4	4	4	5	5	6	7	6	6	6		6												3	4	4	4	6	6
Total - Review hearing	92	90	91	94	89	97	99	100	103	104	102	102	107	10	6												44	69	90	90	102	106
* Practitionar nevebalagists s																																

Page 10b cont Cases Pending: Health Panel and Review Hearings April 2009 - March 2011

* Practitioner psychologists section of register opened 1st July 2009



Health Professions Council

Registration Appeals April 2009 to March 2011

Fitness to Practise Department

09/10

FYE

10/11

YTD

Substitute decision

Current active cases

Remit to ETC



Protection of Title April 2009 to March 2011





	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Public	0	1	13	3	2	2	4	1	1	2	1	2	1	0											53	21	42	56	32	1
Police	3	2	4	3	4	3	1	5	6	3	1	3	0	0											31	38	27	44	38	0
НРС	0	0	0	0	0	0	0	0	0	0	1	1	0	0											10	10	6	3	2	0
Anonymous	2	2	4	1	4	2	4	1	0	7	2	2	0	3											50	78	38	47	31	3
Professional	25	29	16	15	16	5	19	10	17	14	23	24	17	9											225	137	103	233	213	26
Total received	30	34	37	22	26	12	28	17	24	26	28	32	18	12											369	284	216	383	316	30
Visits	0	1	1	0	1	0	0	0	0	0	0	0	0	0														3	3	0
Open cases	71	67	63	48	65	49	51	53	57	59	58	51	51	39																



	ved
Open case	es

		2009									2010												2011		1	2005/6	2006/7	2007/8	2008/9	09/10	10/11
			May	Jun	Jul	Aua	Sep	Oct	Nov			Feb	Mar	Apr	Mav	Jun	Jul	Aua	Sep	Oct	Nov	Dec	-	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
	Renewal	0	1	11	9	14	54	30	21	11	2	1	0	. 1	1											36	27	81	43	154	2
	Readmission	2	5	3	6	5	5	5	7	5	3	2	5	3	7											33	40	34	94	53	10
Seiv	Admission	10	10	15	60	37	36	33	20	21	19	8	13	22	12											165	150	158	248	282	34
Rec	Self referral	11	16	14	25	14	20	18	15	11	18	25	22	10	20											54	86	158	192	209	30
	Total received	23	32	43	100	70	115	86	63	48	42	36	40	36	40											288	303	431	577	698	76
	Considered by																														
	panel	16	21	23	37	52	30	43	48	32	30	32	23	32	28											n/a	n/a	256	399	387	60
	Referred to FTP	2	2	5	6	6	1	8	10	4	4	7	6	4	4											n/a	n/a	37	41	61	8
	Admisison rejected Readmission	0	1	0	0	0	0	0	1	0	0	0	0	1	0											n/a	n/a	2	6	2	1
	rejected	0	3	0	0	0	0	0	1	0	2	1	0	1	0											n/a	n/a	3	8	7	1
	Renewal rejected	0	0	0	0	0	0	0	1	0	0	0	0	0	0											n/a	n/a	0	2	1	0
	Not referred to FTP	2	6	4	5	3	4	7	6	2	8	12	7	9	7											n/a	n/a	34	82	66	16
	Admission accepted	10	7	11	24	37	22	24	18	21	11	12	7	13	14											n/a	n/a	150	204	204	27
sidered	Readmission accepted	2	2	2	2	6	2	1	7	3	3	0	2	4	3											n/a	n/a	19	51	32	7
Cons	Renewal accepted	0	0	1	0	0	1	3	4	0	2	0	1	0	0											n/a	n/a	1	5	12	0
	Closed before panel	6	6	16	28	10	15	11	4	5	14	11	17	3	3															143	6
	Open cases	58	64	64	96	94	115	108	100	97	94	87	87	87	96											n/a	n/a	75	75	87	96

Human Resources Department



	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
EMPLOYEES																														1
Budgeted employees	132	132	132	132	132	132	132	132	132	132	132	132	144	144	144	144	144	144	144	144	144	144	144	144				124	132	144
Total employees	118	120	121	128	128	126	128	129	128	131	133	136	136	133											78	79	107	116	136	133
Full-time	115	117	118	124	124	121	123	124	123	126	126	128	128	124											73	75	104	113	124	124
Part-time	3	3	3	4	4	5	5	5	5	5	7	8	8	9											5	4	3	3	5	9
FTE	117	119	120	126	126	124	126	127	126	129	131	134	134	140											76	77	106	115	127	140
Permanent	115	116	117	122	123	123	123	126	125	128	129	131	130	129											74	78	101	113	126	129
Starters (permanent)	4	5	1	5	2	1	3	3	2	5	4	2	1	0											6	46	42	36	37	1
Leavers (permanent)	1	1	2	0	3	2	3	2	2	3	2	1	0	2											3	20	17	22	22	2
Voluntary turnover%YTD*	20	18	19	19	19	20	21	18	19	21	22	22	21	22											*	30	26	19	20	22
Overall turnover% YTD*	20	18	19	19	19	20	21	18	19	21	22	22	22	23														20	20	22
Fixed-Term Contracts	4	4	4	6	5	3	4	3	3	3	3	5	6	4											4	1	5	4	3	4
Starters (fixed-term)	0	0	0	3	1	1	1	0	0	0	1	1	1	0												1	13	7	8	1
Leavers (fixed-term)	0	0	0	1	0	1	0	1	0	0	0	0	1	1												1	8	3	3	2
Agency days	77	33	34	30	55	118	200	147	154	95	187	255	21	27											95	2590	2742	1,149	1385	48
% work days lost to sickness	3	2	2	1	2	3	2	6	2	4	5	3	3	3											*	4	3	4	3	3
Average sick-days YTD	7	7	7	6	6	6	6	6	6	7	7	7	7	8														8	7	8
Sick-days	65	50	46	44	40	79	53	163	59	113	128	103	85	73											846	795	777	847	943	158
O.H. Refs	1	0	0	1	1	1	0	2	0	0	1	3	3	0											0	18	19	27	10	3

* Voluntary Turnover: This figure records voluntary resignations only and excludes leavers due to expiries of fixed term contracts, redundancies, dismissals, & compulsory retirements. Prior to April 2009 only expiries

of fixed term contracts were excluded

* Overall Turnover: this figure records turnover for all leavers, collected from April 2008 onwards

FTE: Full-time equivalen



	2009									2010												2011			2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	YTD
NetRegulate reg system	99.94	99.96	100.00	99.98	100.00	100.00	99.99	99.97	99.93	100.00	99.97	100.00	100.00	100.00											99.99	99.87	99.89	99.98	100.00
Telephone system	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00											99.99	99,83	99.92	100.00	100.00
Website availability	100.00	100.00	100.00	99.98	100.00	100.00	99.98	100.00	99.98	100.00	99.99	99.99	98.31	100.00											99.99	100.00	100.00	99.99	99.16

Performance targets	Uptime	
Telephone system	98.45	
NetRegulate reg system	97.85	
Website availability	98.30	

Health Professions Council

Mail Volume April 2009 - March 2011

Office Services



ľ	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
																														,
Mail bags	18	20	34	51	88	93	71	45	43	51	75	56	62	37											654	341	429	314	645	99
Special												ļ																1		i
Delivery	762	656	1,791	1,989	2,547	3,530 4	4,209	2,604	1,561	1,536	2,104	1,498	1,905	1,437											13,641	10,469	19,076	20,383	24,787	3,342

Health Professions Council



	2009									2010												2011			2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	YTD
AS	2,592	2,602	2,621	2,636	2,659	2,690	2,718	2,740	2,755	2,768	2,779	2,785	2,797	2,796											2,509	2,576	2,785	2,796
BS	22,413	22,418	22,484	22,546	22,546	22,569	22,516	22,533	21,703	21,786	21,836	21,894	21,946	21,981											21,560	22,381	21,894	21,981
СН	12,595	12,596	12,609	12,723	12,812	12,837	12,875	12,894	12,899	12,876	12,885	12,897	12,870	12,858											13,055	12,581	12,897	12,858
cs	4,434	4,453	4,467	4,456	4,454	4,434	4,326	4,351	4,372	4,394	4,408	4,444	4,474	4,491											4,183	4,405	4,444	4,491
DT	6,722	6,735	6,777	6,920	6,995	7,035	7,097	7,122	7,126	7,137	7,146	7,160	7,142	7,126											6,663	6,700	7,160	7,126
HAD+													1,577	1,575														1,575
от	30,166	30,245	30,321	30,567	30,914	30,954	27,524	29,805	30,016	30,127	30,205	30,351	30,440	30,494											28,107	30,122	30,351	30,494
ODP	9,633	9,636	9,645	9,665	9,687	9,791	9,938	9,969	10,012	10,048	10,063	10,085	10,130	10,134											9,458	9,587	10,085	10,134
OR	1,276	1,275	1,270	1,277	1,283	1,237	1,250	1,257	1,263	1,263	1,262	1,260	1,261	1,261											1,239	1,278	1,260	1,261
PA	15,075	15,154	15,186	15,281	15,338	15,072	15,300	15,444	15,537	15,589	15,683	15,766	15,866	15,905											13,703	15,019	15,766	15,905
PH	42,669	42,840	42,997	43,700	44,176	44,387	44,551	44,690	44,777	44,734	44,791	44,651	42,436	42,629											42,490	42,676	44,651	42,629
PYL*				15,536	15,553	15,600	15,794	16,071	15,038	15,244	15,379	15,583	15,723	15,813													15,583	15,813
РО	877	874	876	873	872	870	846	854	860	865	867	869	869	870											832	877	869	870
RA	25,357	25,338	25,494	26,001	26,217	26,323	26,466	26,471	26,465	26,319	26,260	25,195	25,307	25,334											23,541	25,318	25,195	25,334
SL	12,195	12,186	12,203	12,304	12,403	12,458	12,099	12,216	12,258	12,298	12,315	12,371	12,418	12,440											11,375	12,169	12,371	12,440
Total	186,004	186,352	186,950	204,485	205,909	206,257	203,300	206,417	205,081	205,448	205,879	205,311	205,256	205,707											178,715	185,689	205,311	205,707
B																												

NOTE: Information captured last day of each calendar month

*Practitioner psychologists section of register opened 1st July 2009 +Hearing aid dispensers section of register opend 1April 2010



Health Professions Council Status of grandparent applications at end of each month April 2009 - March 2011

Registration Department

	2009									2010												2011			09/10	10/11
	Apr	Мау	Jun	Jul*	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	YTD
Minimum info				3	4	4	3	3	3	3	3	3	3	3											3	
At scrutiny				1	2	3	2	2	1	1	0	0	0	0											1	(
Pending reg fee				0	0	0	0	0	0	0	0	0	0	0											0	(
Total				4	6	7	5	5	4	4	3	3	3	3											5	
																									AVE	RAGE

NOTE: Information covers grandparenting applications status progress only

Represents the current workload within the grandparenting section as at the end of the month

NB the practitioner psychologists section of register opened 1st July 2009

Health Professions Council

New Grandparent Applications Received April 2009 - March 2011 Registration Department

10/11

YTD

32



* Practitioner psychologists section of register opened 1st July 2009



* Practitioner psychologists section of register opened 1st July 2009



Health Professions Council Status of international applications at end of each month April 200 - March 2011

Registration Department

09/10 10/11

YTD

FYE

FYE

AVERAGE

2,908

1,498

NOTE: Information covers international applications status progress only

Represents the current workload within the International Department as at the end of the month



	2009									2010												2011			2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	YTD
Arts Therapists	1	1	1	0	0	0	2	0	2	1	0	4	0	2											16	12	2
Bio. Scientists	27	22	28	19	25	35	22	9	29	18	25	31	12	33											307	290	45
Chirops/ Pods	1	1	4	4	3	5	0	1	4	7	1	3	2	7											23	34	9
CI Scientists	5	6	5	5	4	5	4	4	5	8	6	4	1	10											50	61	11
Dietitians	20	17	14	12	13	7	5	7	10	10	9	13	9	16											132	137	25
Hearing aid disps+													0	0													0
OTs	30	27	24	19	44	33	19	21	40	30	29	24	20	54											404	340	74
ODPs	3	0	1	1	2	0	0	0	0	1	1	1	0	2											8	10	2
Orthoptists	0	1	0	0	0	0	0	0	0	0	0	0	1	0											3	1	1
Paramedics	2	6	7	2	3	2	3	4	3	4	8	6	3	4											46	50	7
Physiotherapists	69	71	74	48	83	50	46	35	63	73	59	74	31	97											774	745	128
Pract psychs*				2	11	13	13	16	28	22	21	30	14	27												197	41
Prosth/Orthotists	0	1	1	0	0	0	0	0	0	0	1	0	0	0											9	3	0
Radiographers	25	25	37	29	26	26	23	20	28	23	26	24	20	48											364	312	68
SLTs	11	9	20	5	19	19	9	5	23	12	22	19	7	18											154	173	25
Total	194	187	216	146	233	195	146	122	235	209	208	233	120	318											2,290	2,365	438

All received applications, including those that may subsequently be returned, rejected or withdrawn.

* Practitioner psychologists section of register opened 1st July 2009 + Hearing aid dispensers section of register opened 1st April 2010 May figures 2010 for Council Page 22



International Registrations April 2009 - March 2011



	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Arts therapists	0	0	0	0	0	1	1	0	0	1	1	0	2	0											3	6	8	6	4	2
Bio. scientists	8	18	20	14	11	12	14	9	30	5	6	15	10	12											417	439	231	236	162	22
CI scientists	1	4	3	1	0	1	3	4	0	1	1	3	1	1											26	35	30	28	22	2
Chirops/ pods	0	0	2	0	6	2	1	0	0	2	2	0	0	1											25	37	39	27	15	1
Dietitians	7	6	5	16	9	5	4	6	2	5	9	6	5	2											93	138	94	97	80	7
Hearing aid													0	0																0
OTs	32	29	14	32	16	9	9	42	18	21	17	16	18	17											615	509	302	283	255	35
ODPs	0	2	1	0	0	1	0	1	0	0	0	0	0	0											6	7	5	2	5	0
Orthoptists	0	0	0	0	0	0	0	0	0	0	0	0	0	0											3	3	4	2	0	0
Paramedics	2	1	6	0	0	10	0	1	1	2	0	2	1	2											6	16	14	22	25	3
Physiotherapists	12	113	46	39	38	37	43	34	20	14	29	35	10	70											1,193	985	567	608	460	80
Pract psychs*				0	1	0	5	5	5	5	8	8	4	7															48	11
Prosth/orthotists	0	0	1	0	0	0	0	0	0	0	0	0	0	0											6	4	6	3	1	0
Radiographers	31	28	26	21	11	16	16	12	6	6	4	29	17	8											496	820	428	336	206	25
SLTs	9	9	15	11	4	2	23	13	4	5	4	15	12	11											218	173	134	105	114	23
Total	102	210	139	134	96	96	119	127	86	67	81	129	80	131											3,107	3,172	1,862	1,755	1,397	211

* Practitioner psychologists section of register opened 1st July 2009

+ Hearing aid dispensers section of register opened 1st April 2010 May figures 2010 for Council



Status of UK applications at end of each month April 2009 - March 2011



	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Minimum info	471	152	70	475	487	202	156	145	145	144	141	139	138	139											477	279	302	632	227	139
At scrutiny	17	35	15	50	2	1	1	1	1	1	1	1	1	1											33	84	51	31	11	1
Pending reg fee	4	1	1	1	2	2	1	1	1	1	1	1	1	1											2	28	6	2	1	1
Total	492	188	86	526	491	205	158	147	147	146	143	141	140	141											512	391	359	665	239	141
																											AVEF	RAGE		

NOTE: Information covers UK applications only

Represents the current workload within the UK section as at the end of the month

New UK Applications Received April 2009 - March 2011



	2009								:	2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Arts therapists	22	14	23	22	35	24	26	23	14	10	6	15	18	15											234	184	170	235	234	33
Bio. scientists	45	44	45	93	106	85	94	88	78	56	46	51	43	50											912	690	689	836	831	93
Chirops/pods	33	4	32	144	89	39	28	19	8	6	10	17	1	4											155	145	167	282	429	5
CI Scientists	6	22	20	12	18	13	16	16	19	19	18	39	32	18											399	341	415	469	218	50
Dietitians	16	8	54	151	60	36	51	13	15	6	2	32	17	10											367	331	359	452	444	27
Hearing aid disps+													1,577	2																1,579
OTs	55	41	90	318	356	243	231	145	73	46	54	111	44	40											1,544	1,327	1,321	1,873	1,763	84
ODPs	34	16	9	16	61	120	121	37	35	19	12	28	38	10											754	668	804	636	508	48
Orthoptists	0	0	1	12	11	6	9	4	3	0	0	0	0	0											34	41	41	106	46	0
Paramedics	64	89	87	110	83	84	202	120	78	50	91	100	66	69											1,247	807	931	1,402	1,158	135
Physiotherapists	50	35	189	670	469	200	204	80	76	57	64	127	43	57											2,051	2,120	2,276	2,531	2,221	100
Pract psychs*				15,564	68	92	250	317	256	98	111	160	92	93															17,101	185
Prosth/orthotists	1	1	1	1	3	1	12	8	3	4	1	1	1	1											46	32	35	51	37	2
Radiographers	11	26	212	480	217	98	100	24	17	8	7	51	6	11											1,008	1,051	1,108	1,377	1,251	17
SLTs	28	10	27	111	162	122	100	62	38	31	21	47	24	22											746	582	655	834	759	46
Total	365	310	790	2,140	1,738	1,163	1,444	956	713	410	443	779	2,002	402											9,497	8,319	8,971	11,084	27,000	2,404

* Practitioner psychologists section of register opened 1st July 2009 number in July represents transfer from BPS register



																												1	1	1
	2009									2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	t Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Renewal notices sent Final notices	0	(0 16,409	17,552	30,548	38,086			0 26,481		44,714														142,363		153,982		,	
sent	0	(0 0	0	4,391	0	10,45	56 5,39	6 0	0	8,440	0	12,116	1,700											36,261	25,909	50,531	9,546	28,683	13,816
Total	0	(0 16,409	17,552	34,939	38,086	10,45	56 5,39	6 26,481	0	53,154	4,043	19,281	18,355											178,624	53,620	204,513	38,684	205,253	35,432
Registrants																														
lapsed	0	(0 0	0	0	462	64	1,534	4 2,355	0	0	1,263	0	2,204											9,448	5,388	8,885	5,550	6,259	2,204

Renewal Information April 2009 - March 2011

Registration Department

Health Professions Council



Apps	2009	2009 2010																				2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
Received	Apr	Мау	Jun	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
G/pting*				1	8	5	7	1	30	28	12	1	17	15											2,479	20	0	92	93	32
Intern	194	187	216	146	233	195	146	122	235	209	208	233	120	318											4,626	3,504	2,300	2,290	2,324	438
UK	365	310	790	2,140	1,738	1,163	1,444	956	713	410	443	779	2,002	402											9,497	8,319	8,971	11,199	11,251	2,404
Total	559	497	1,006	2,287	1,979	1,363	1,597	1,079	978	647	663	1,013	2,139	735											16,602	11,843	11,271	13,581	13,668	2,874

NB The data relates to application forms received, not total fees received.

* No grandparenting applications until practitioner psychologists section of register opened 1st July 2009



* No grandparenting registrations until practitioner psychologists section of register opened 1st July 2009





		2009								2010												2011			2005/6	2006/7	2007/8	2008/9	09/10	10/11
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	YTD
Intl & GP																														
Intl & GP received	1,054	1,046	1,044	999	1,010	1,249	1,240	1,148	798	1,211	1,419	2,130	1,471	1,438											40,070	19,612	14,428	12,732	14,348	2,909
Answered	1,009	982	1,699	981	995	1,197	1,163	1,052	746	1,157	1,321	1,883	1,347	1,371											33,467	17,896	13,388	11,397	14,185	2,718
Calls answered (%)	96	94	98	98	99	96	94	92	94	96	93	88	92	95											84	92	93	90	95	93
Adandoned	45	64	23	18	15	52	77	96	52	54	98	247	124	42											6,627	1,716	1,040	1,335	841	166
Avg answer time (sec)	24	21	15	18	20	34	44	54	42	34	52	75	65	56											25	14	13	36	36	61
Avg talk time (min)	3.14	3.11	3.16	3.17	3.14	3.06	3.18	3.19	3.23	3.27	3.35	3.17	3.41	3.44											2.32	2.64	2.79	3,25	3.18	3.43
υκ																														
UK received	3,912	3,476	6,334 ⁻	10,658	11,570	15,463	19,097	11,668	5,329	8,034	12,693	11,653	12,034	7,611											70,233	72,488	123,967	92,018	119,887	19,645
Answered	3,896	3,457	6,308	10,478	11,301	14,283	16,034	10,171	5,108	7,789	11,951	10,797	11,081	7,256											50,518	67,493	91,923	78,293	111,573	18,337
Calls answered (%)	99	99	99	99	98	92	84	87	96	97	94	93	92	95											70	93	79	92	95	94
Adandoned	16	19	26	180	269	1,180	3,063	1,497	221	245	742	856	953	355											10,719	6,335	32,034	13,725	8,314	1,308
Avg answer time (sec)	14	14	12	21	26	61	118	137	35	32	48	60	62	42											64	45	102	85	48	52
Avg talk time (min)	2.43	2.49	2.25	2.18	2.26	2.27	2.35	2.48	2.43	2.37	2.41	2.53	2.54	2.54											1.78	2.16	2.65	2,58	2.37	2.54

Health Professions Council



Registration Department



Number of registrants with supplementary prescribing rights 2009-11

	2009									2010												2011			20	06/7	2007/8	2008/9	09/10	10/11
	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	F	YE	FYE	FYE	FYE	YTD
Chirop/podiatry	97	98	101	105	106	111	111	111	112	112	112	112	115	116												15	40	78	112	116
Physiotherapy	115	117	123	130	134	135	137	138	144	147	148	148	150	153												28	74	109	148	153
Radiography	19	19	19	19	19	19	20	21	21	21	20	20	20	21												0	7	19	20	21
Total	231	234	243	254	259	265	268	270	277	280	280	280	285	290												43	121	206	280	290

Health Professions Council