

## Education and Training Committee

**Minutes of the 89<sup>th</sup> meeting of the Education and Training Committee held as follows:**

**Date:** Wednesday 6 November 2019

**Time:** 10:30am

**Venue:** Room K, Health and Care Professions Council, Park House,  
184 Kennington Park Road, London SE11 4BU

**Members:** Maureen Drake (from item 8)  
Luke Jenkinson  
Penny Joyce  
Sonya Lam  
Kathryn Thirlaway

**In attendance:**

Claire Amor, Secretary to the Committee  
John Barwick, Interim Chief Executive  
Olivia Bird, Policy Manager  
Brendon Edmonds, Head of Education  
Imran Inamdar, Operational Manager – Case Reception and Triage  
Jacqueline Ladds, Executive Director of Policy and External Relations  
Katherine Timms, Head of Policy and Standards  
Sarita Wilson, Department Lead – Case Reception and Triage

## Public Agenda

### **Item 1 - Chairs welcome and introduction**

- 1.1 In the absence of the Chair of the Committee, members nominated Sonya Lam to act as the Chair for the purposes of the meeting.
- 1.2 The Chair welcomed Kathryn Thirlaway to her first meeting of the Committee as a member.

### **Item 2 - Apologies for absence**

- 2.1 Apologies for absence were received from Stephen Wordsworth.
- 2.2 The Committee noted that transport delays would result in the late arrival of Maureen Drake.

### **Item 3 - Approval of agenda**

- 3.1 The Committee approved the agenda.

### **Item 4 - Declaration of members' interests**

- 4.1 No interests were declared.

### **Item 5 - Minutes of the meeting of 11 September 2019 (ETC 25/19)**

- 5.1 The Committee noted that paragraph 4.1 should refer to Queen Margaret University.

Items for discussion/approval

### **Item 6 - Health and Character Declarations Policy review (ETC 26/19)**

- 6.1 The Committee received a paper from the Executive.
- 6.2 The Committee noted the following points:-
  - in March 2016 the Committee approved changes to the Health and Character Declarations policy, which allowed for a greater number of declarations to be signed off administratively;
  - an analysis of the impact of the policy since its implementation in July 2016 had been produced;

- in September 2018 the Council approved the Threshold for Fitness to Practise allegations policy to replace the Standard of Acceptance policy; and
  - analysis had been undertaken of the impact of the threshold policy on the health and character policy. Some changes were proposed as a result.
- 6.3 The Committee noted that analysis had concluded that the policy amendment had reduced the time taken to conclude the process but had not compromised the quality of decision making. It was noted that the refusal rate was 10% higher than in previous years.
- 6.4 The Committee noted that declaration cases had decreased in the review period by 15% whilst the register had increased. The reduction in the number of declarations being made was considered to be in part due to improved guidance.
- 6.5 The Committee noted that scrutiny of the administrative sign off of cases was provided internally through an annual audit by the internal compliance team, as well as externally by the PSA. Additionally the HCPC's Internal Auditors had recently undertaken a review of the FTP end to end process, which included declaration cases, the results of this review were awaited.
- 6.6 The Committee approved the amendments to the Health and Character Declarations Policy.

#### **Item 7 - Advanced practice (ETC 27/19)**

- 7.1 The Committee received a paper from the Executive.
- 7.2 The Committee noted the following points:-
- Health Education England (HEE) had asked the HCPC for a view on regulation of advanced clinical practice roles. The number of enquiries regarding this area had also increased;
  - a number of healthcare professions regulators met to discuss the area of advanced practice and to explore how it could be taken forward in a consistent manner;
  - the HCPC could take a number of regulatory approaches, from the issuing of guidance to full annotation of the register; and
  - to robustly assess the patient safety risks associated with advanced practice roles, and the regulatory response required, key stakeholders will be engaged with through a targeted review.

- 7.3 The Committee discussed the public protection risk issues involved in advance practise. It was noted that some practitioners were practising a level far beyond the standards of proficiency and that the scope of some advance roles was wide, with practitioners having learned in the role rather than taken part in formal education and training for advance practice. HEE had identified advance practise as a high risk area.
- 7.4 The Committee noted that advanced practise education programmes were not accredited to a regulator. The Committee agreed that the development of a voluntary advanced practise register would not achieve public protection.
- 7.5 The Committee noted that annotation of advanced practise would be a considerable undertaking given the number of registrants undertaking these roles. It was also noted that workforce demand for such roles was high.
- 7.6 The Committee welcomed and encouraged collaboration with other regulators and the HEE on advance practise, noting that the HEE framework for advance practise was multi-professional. It was noted that any proposed route would need to be applicable to all four countries as different frameworks for advanced practise existed in the UK.
- 7.7 The Committee agreed that the Council should consider what the HCPC's role was in the sphere of advanced practise.
- 7.8 The Committee agreed to receive an update paper at their March 2020 meeting on the engagement work with stakeholders on advanced practice. The Committee agreed that a workshop to explore the issues raised by this area in detail would be helpful once stakeholder views had been canvased

#### **Item 8 - Policy and Standards research update (ETC 28/19)**

- 8.1 The Committee received a paper from the Executive.
- 8.2 The Committee noted the following points:-
- there were two active externally commissioned research projects, a literature review on supervision and a research project focusing on the health and wellbeing of registrants;
  - one in house research project was underway focusing on not well founded FTP cases;
  - as part of the wellbeing research a film had been developed on how registrants could support each other with the challenges of their work through Schwartz Rounds; and
  - a research brief had been developed for a piece of work focusing on professionalism, patient safety and prevention.

- 8.3 The Committee welcomed the research update, noting that the areas of research focus were pertinent to the real experiences of registrants in practice.
- 8.4 The Committee discussed the focus on Schwartz rounds as part of the wellbeing piece. It was noted that this was one of many tools available to registrants to use, and that this would be clear when sharing with wider stakeholders. The Committee agreed that other relevant models should be referenced.
- 8.5 The Committee discussed the HCPC's role in encouraging employers to provide the resource and time to enable registrant co-support and reflective practise. It was noted that the professional liaison team was being developed to promote prevention and more outreach work with employers.
- 8.6 The Committee noted the sensitivities around the language of resilience and that care was needed not to make resilience a requirement, or imply that registrants must put up with any situation they are faced with. The Executive advised that the research intended to make registrants aware of the support tools open to them to support their own professional practise, and to raise awareness that health and wellbeing can impact on safe practise.
- 8.7 The Committee discussed the proposed research brief focusing on professionalism, patient safety and prevention. It was noted that it was expected that the research would provide tangible outputs to inform future prevention work. The Committee encouraged a wide breadth of stakeholder engagement in the research. The Committee considered that the HCPC had a role to play in brokering partnership and co-working within health sector structures.
- 8.8 The Committee agreed to recommend the research brief for professionalism, patient safety and prevention to Council for approval.

#### **Item 9 - People like us? Teaching materials (ETC 29/19)**

- 9.1 The Committee received a paper from the Executive.
- 9.2 The Committee noted the following points:-
- a recommendation of the 'People like us?' research report was to develop learning and teaching materials based on the research for use with students;
  - to address the report's recommendation the Executive proposed a phased approach. The first stage of this would be to adapt existing content into teaching and learning materials;
  - this would be followed by the identification of gaps and the creation of new materials to accommodate these; and

- the suite of materials would be located in a dedicated 'students and applicants hub' on the HCPC website.
- 9.3 The Committee noted that the teaching materials were not intended to replace those of education providers and there was not a plan to require their use, they were intended as a supporting resource.
- 9.4 The Committee noted that new content would be drafted in such a way as to enable cross over with other audiences, for example employers.
- 9.5 The Committee asked the Executive to determine if page views and engagement could be tracked following the update to the online content.
- 9.6 The Committee agreed that proactive distribution of the materials should be pursued.

The Committee noted the following items;

**Item 10 - Competence Framework for Registration Appeal Panel Members and Panel Chairs (ETC 30/19)**

**Item 11 - Approval processes for managing non-standard outcomes (ETC 31/19)**

**Item 12 - Any other business**

12.1 There was no further business.

**Item 13 - Date and time of next meeting**

13.1 10.30am – 10 March 2020 at Park House, SE11 4BU

**Item 14 – Resolution**

The Committee is invited to adopt the following:

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

- (a) information relating to a registrant, former registrant or application for registration;
- (b) information relating to an employee or office holder, former employee or applicant for any post or office;
- (c) the terms of, or expenditure under, a tender or contract for the purchase or supply of goods or services or the acquisition or disposal of property;

- (d) negotiations or consultation concerning labour relations between the Council and its employees;
- (e) any issue relating to legal proceedings which are being contemplated or instituted by or against the Council;
- (f) action being taken to prevent or detect crime to prosecute offenders;
- (g) the source given to the confidence; 

| Item | Reason for Exclusion |
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 of information Council in or
- (h) any other matter which, in the opinion of the Chair, is confidential or the public disclosure of which would prejudice the effective discharge of the Council's functions.'

**Item 15 - Private minutes of the meeting of 11 September 2019 (ETC 32/19)**

15.1 The Committee approved the private minutes of its meeting of 11 September 2019.

**Item 16 - Any other business**

16.1 There was no further business.

Signed .....

Date .....

