

Employee Resourcing

A newly created position for a second Receptionist in the Office Services Department was advertised in March 2005 and the successful candidate commences on 5th May 2005. A newly created position for an Assistant Finance Officer in the Finance Department has also been filled, with the appointee to commence on 3rd May 2005.

A permanent Case Manager has been appointed to the Fitness to Practise Department (this position was previously filled by a secondee). A permanent International Registration Officer was also appointed in April 2005, to a position previously filled by a contract employee.

Also in April 2005, a permanent Policy Manager was appointed in the Communications Department, and a new position has been advertised for a Hearings Officer, Fitness to Practice Department. Interviews are to be held for the Hearings Officer position in May 2005.

Flexible Working

In an effort to provide more effective resourcing in the UK and International Registration Departments, a flexible working project is currently being worked upon, with HR assisting the relevant Managers on this project. It is hoped that this will allow more efficient allocation of employee resourcing - with employees working longer hours during peak periods working periods such as Renewals, and taking time off to compensate in trough periods.

Job Descriptions

A new proforma job description has been developed which will be used for all new job descriptions, and for updating all existing job descriptions. Updating all job descriptions is a project which HR aim to complete within the next three months.

Partner Numbers

Letters have now been sent to all Partners informing them of the over recruitment situation. None of the Partners wish to stand down and most are happy to be considered as and when they are needed. Some complaints have been received, however, and every attempt is being made to clarify the situation on an individual basis, where requested.

Panel Recruitment

Interviews for Fitness to Practice Panel Chairs have been arranged for 20th, 21st and 22nd of April 2005. Norma Brook and Professor Schofield, from the Office for the Commission for Public Appointments, will form the panel. 21 applicants have been shortlisted. It is hoped that 12 appointments will be made from this number.

Registration Assessors

We have currently met our Partner requirements for this role, with the exception of new professions/modalities.

Visitors

ODP interviews are set for the 15th and 16th of June with Neil Willis and Stephen Wordsworth. The AQDP Journal was used to advertise these vacancies. Arts Therapists interviews are set for 6th, 7th and 8th of June with Diane Waller and Sharon Woolf. The BAAT, BADT & the APMT mailing services were used to promote these vacancies. Paramedic interviews are set for the 21st and 22nd June with Robert Fellows and David Whitmore. At time of writing, the advert copy has yet to be finalised. Specialist press and emails will be used to promote these vacancies. Biomedical Science Interviews will be arranged for July 2005.

All Partner Vacancies are listed on the HPC website.