CPD Assessors

In order for the HPC to try and ascertain how many CPD Assessors we are likely to require and how much time it will take for one CPD Assessment to complete, the HPC has conducted a pilot stage. This pilot testing has taken place in conjunction with Mark Potter, the Customer Service Manager.

For Stage One of CPD recruitment, it is anticipated that the HPC will require an approximate figure of fifteen Chiropodist CPD Assessors and an approximate figure of twelve Operating Department Practitioner CPD Assessors in order to fulfil the CPD Assessor roles.

Given that partners were initially oversubscribed in 2003 and that partners recently have gone through a reappointments process, the way in which we will recruit CPD Assessors initially will be through ring fenced recruitment with existing partners only offered the chance to apply at this stage. All current Operating Department Practitioner and Chiropodist Partners will be sent an expression of interest letter which will ask them if they would wish to be considered for the CPD Assessor role. If there are fewer expressions of interest than we expect and we cannot fill these roles internally, we will then advertise externally when we recruit.

I am working in conjunction with the Customer Service Manager to design and develop the CPD Assessor Role Brief. It is anticipated that recruitment will take place for these roles in October 2007.

Partner Role Briefs

I have been working with the relevant Department Heads to discuss updating the different partner role briefs. All partner role briefs are now updated and are consistent and diversity friendly.

Partner recruitment

A number of partner vacancies have arisen due to resignations in very specific areas (for various reasons) and where possible these will be filled through ring fenced recruitment and only if we are unsuccessful in recruiting internally, the HPC will then advertise externally. It is anticipated that this will reduce concerns from some partners about not being used as regularly as they had hoped.

A need has arisen to recruit two Drama Therapists across all three partner roles as the initial recruitment yielded no applicants. Therefore these vacancies will be advertised at the British Association of Drama Therapists Conference which

will take place on the 8th and 9th September 2007. This will enable us to advertise to over ninety Drama Therapists which should hopefully attract some individuals to apply for the vacant partner roles.

Furthermore, the Education Approvals and Monitoring Department have a need to recruit a Chiropodist with the Prescription Only Medicine (POM) qualification. Therefore, all Chiropodist Partners have been asked to confirm if they have a POM qualification and if so, would they like to be considered for HPC Visitor role.

The other partner roles that have been identified to be recruited for will be carried out in the coming months.

Partner fee rise

All partners have now been sent a letter confirming that their fees will rise from the 1st October 2007. The letter informed the partner of the current amount and new revised amount. The letter also thanked the partners for their ongoing commitment to the HPC. We have already received very positive feedback about this from partners.

Panel Chair and Legal Assessor training

Training has been organised for the Panel Chairs and Legal Assessors to take place on the 16th and 23rd January 2007. In order to incorporate Equality

and Diversity training into this, the Panel Chairs and Legal Assessors' training this will be held on two different days. All Panel Chairs and Legal Assessors have been sent a letter informing them of the date and venue.

Partner handbook

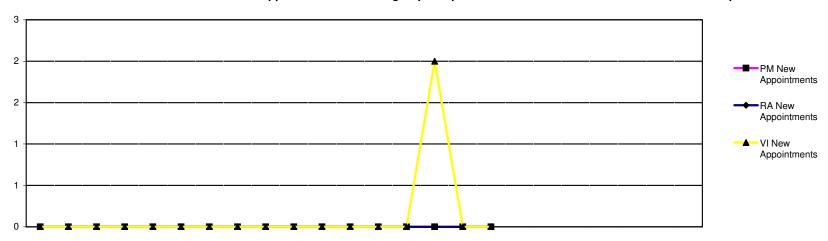
Over the past few months I have been drafting the Partner Handbook which will be of significant use to partners and HPC employees. The Partner Handbook contains the Partner Expenses Policy and the Partner Appointments and Selection policy. When the remaining policies are approved by Finance and Resources Committee, these will also be added to the Partner Handbook.

Partner files

Over the past few months, I have been working on dividing the partner files into four main sections. I have created a partner file checklist, partner exit checklist and partner file front cover sheet. This will ensure consistency of all partner files and will ensure that the partner files will be divided in the correct way when the HPC take on new professions.

NB the volumes for panel members, registration assessors and visitors include some partners performing several roles

	2006	rs, registration assessors and visitors include some partners performing seven 2006 2007								ocvera	10103									2008			2004/5	2005/6	2006/7	2007/8		
Panel Members	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Mav	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	YTD
Arts Therapists	7 7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	Jup							8	7	7	7
Biomedical Scientists	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24	24								23	25	24	24
Chirops & Podiatrists	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11								10	11	11	11
Clinical Scientists	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44								37	46	44	44
Dietitians	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13								14	13	13	13
ODPs	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10								17	10	10	10
Occupational Therapists	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12								9	12	12	12
Orthoptists	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5								9	4	5	
•		-	_	-	-	_	-	_	_	-	-	•	_	-	-	_	_								4		-	5
Paramedics	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16								16	16	16	16
Prosthetists & Orthotists	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3								3	3	3	3
Physiotherapists	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37								34	37	37	37
Radiographers	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20								23	20	20	20
SLTs	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13								11	13	13	13
Lay Members	78	78	78	78	78	78	78	78	78	78	78	78	78	78	78	78	78								81	79	78	78
Total	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293								277	296	293	293
Registration Assessors																									FYE	FYE	FYE	YTD
Arts Therapists	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8								9	8	8	8
Biomedical Scientists	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19								20	19	19	19
Chirops & Podiatrists	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15								16	15	15	15
Clinical Scientists	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43								42	44	43	43
Dietitians	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11								11	11	11	11
ODPs	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5								6	5	5	5
Occupational Therapists	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13								12	13	13	13
Orthoptists	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6								6	5	6	6
Paramedics	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15								16	15	15	15
Prosthetists & Orthotists	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3								3	3	3	3
Physiotherapists	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25								25	24	25	25
Radiographers	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20								21	20	20	20
SLTs	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14								15	14	14	14
Total	197	197	197	197	197	197	197	197	197	197	197	197	197	197	197	197	197								202	196	197	197
Visitors	107	107	107	107	107	107	107	107	107	107	107	107	107	107	107	107	107								FYE	FYE	FYE	YTD
Arts Therapists	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22								10	21	22	22
Biomedical Scientists	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13								1	11	13	13
Chirops & Podiatrists	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20								18	19	20	20
Clinical Scientists	13	13	13		13	13	13	13				13	13	13											5	12	13	13
Dietitians	9	9	9	13 9	9	9	9	9	13 9	13 9	13 9	9	9	9	13 9	13 9	13 9								10	8	9	9
ODPs		·	_	_	ŭ	•	11	_	_	_	11	•	_	_	_		_								0	11	ŭ	11
	11	11	11	11	11	11		11	11	11		11	11	11	11	11	11								1		11	
Occupational Therapists	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21	21								20	18	21	21
Orthoptists	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7								1 1	6	7	7
Paramedics	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20								6	20	20	20
Prosthetists & Orthotists	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1								3	2	1	1
Physiotherapists	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20								12	17	20	20
Radiographers	29	29	29	29	20	20	20	20	20	20	20	20	20	20	20	20	20							l	25	29	20	20
SLTs	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16								12	16	16	16
Lay Members	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18								0	12	18	18
Total	220	220	220	220	211	211	211	211	211	211	211	211	211	211	211	211	211								123	202	211	211



	2006 2007											2008										2004/	5 2005/6	2006/7	2007/8			
	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	YTD
Panel Members																												
PM New Appointments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									1 (0	0
Trained	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293	293								27	7 29	293	293
Awaiting Training	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23								5	6 1	5 23	23
Registration Assessors																												
RA New Appointments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									2 (0	0
Trained	198	198	198	198	198	198	198	198	198	198	198	198	198	198	198	198	198								20	2 196	197	197
Awaiting Training	24	24	24	24	24	23	23	23	23	23	23	23	23	23	23	23	23								3	2 2	4 23	23
Visitors																												
VI New Appointments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0									4 (0	0
Trained	223	223	223	223	223	223	223	223	223	223	223	223	223	223	224	224	224								12	3 202	223	224
Awaiting Training	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80								11	9 88	80	80