

Professional Liaison Group for the review of the standards of education and training, 23 November 2015

Standards of education and training review – PLG terms of reference

Executive summary and recommendations

### **Introduction**

The attached paper provides the terms of reference, membership and timeline for the Professional Liaison Group as agreed by the Council in June 2015.

### **Decision**

This paper is to note; no decision is required.

### **Background information**

- Council, 30 June 2015. Review of the standards of education and training – Professional Liaison Group.  
<http://www.hcpc-uk.org/assets/documents/10004C42Enc03-ReviewofthestandardsofeducationandtrainingPLG.pdf>

### **Resource implications**

None

### **Financial implications**

None

### **Appendices**

None

### **Date of paper**

30 September 2015

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## Standards of education and training review – PLG Terms of Reference

### 1. Introduction

- 1.1 The standards of education and training (SETs) and accompanying guidance are currently under review. In June 2015, the Education and Training Committee and the Council agreed to the formation of a Professional Liaison Group (PLG) to help prepare draft revised standards and guidance during the second phase of the review, beginning in September 2015.
- 1.2 This paper provides the terms of reference and an indicative timetable for the work of the PLG.

### 2. Terms of reference

- 2.1 The PLG shall contribute to the preparation of draft revised SETs and accompanying guidance for consideration by the Education and Training Committee and the Council prior to public consultation. In doing so, PLG will assist the Committee and the Council to come to a decision regarding key amendments to the standards and guidance.
- 2.2 PLG members shall draw on their individual knowledge, experiences and expertise in these tasks, as well as:
  - relevant standards and guidance produced by other health and care professional regulators in the UK;
  - outcomes of commissioned research into interprofessional education and preparation for practice among newly qualified registrants;
  - feedback from stakeholders gathered through engagement activities during the first phase of the review;
  - relevant third-party reports and other policy developments in the wider sector since the last review of the SETs.

### Membership

- 2.3 The PLG shall comprise between 10 and 12 members, including a Chair. The Chair and up to two other members of the PLG will be drawn from the HCPC Council. At least one of these shall be a lay member of the Council. The PLG Chair shall be a member of the Education and Training Committee and the other Council members should normally be members of the Committee as well.
- 2.4 The remaining members will be drawn from external organisations and stakeholder groups, including the following:

- education providers and/or their representative organisations (up to three members)
- students or newly qualified professionals (up to one member)
- employers and/or commissioners of education and training (up to two members)
- professional bodies (up to two members)
- service users and carers (up to one member)

2.5 Members should demonstrate an appropriate mix of relevant skills and experience, including in the following areas:

- professional regulation;
- developing and reviewing standards;
- education of health and care professionals;
- approval and/or quality assurance of education and training programmes;
- representing the interests of HCPC registrants or employers of professionals on HCPC Register; and/or
- representing the interests of service users or carers.

## Meetings

2.6 There will be four meetings of the PLG. An indicative timetable is provided in the next section.

## 3. Timetable

3.1 The following is an indicative timetable for the PLG's work, including an outline of the group's activities at each meeting, plus key milestones during the rest of the review. Any necessary alterations to the PLG timetable will be agreed with the Chair of the PLG.

30 June 2015	PLG terms of reference and timetable presented to Council for approval
June–August 2015	Preparation for PLG and appointment of members
September 2015	First PLG meeting: <ul style="list-style-type: none"> <li>• Set context and background to the standards</li> <li>• Discuss key themes from research and engagement activities</li> </ul>

November 2015	<p>Second PLG meeting</p> <ul style="list-style-type: none"> <li>• Discuss key themes from research and engagement activities</li> </ul>
January 2016	<p>Third PLG meeting</p> <ul style="list-style-type: none"> <li>• Discuss key themes from research and engagement activities</li> </ul>
March 2016	<p>Fourth PLG meeting</p> <ul style="list-style-type: none"> <li>• Discuss key themes from research and engagement activities</li> <li>• Consider draft of amendments to standards and guidance</li> </ul>
April–May 2016	Revisions made to draft; further comments sought from PLG Chair and members (if possible) by email
June–July 2016	Draft SETs and guidance and consultation document to ETC and Council for approval
September–November 2016	Public consultation
March 2017	Results of the consultation and revised SETs and guidance to ETC and Council for approval
June 2017	New SETs and guidance published
2017/18 academic year	New SETs and guidance phased into operational processes