

Appointment of Registrant Assessors and Medical Assessors

Introduction

Articles 35 and 36 of the Health Professions Order 2001 (the Order) enable the Council to appoint:

- registrant assessors, to advise on professional practice issues; and
- medical assessors, to advise on medical issues.

Normally, registrant assessors and medical assessors are only appointed at the request of a Panel conducting fitness to practise proceedings. Under the Council's Scheme of delegation, those appointments may be made by the Chief Executive or the Director of Human Resources.

Articles 35(4) and 36(4) of the Order provide that a registrant assessor or medical assessor must not be a member of the Council or the Education and Training Committee, a Visitor, perform any other HCPC fitness to practise partner role or be an HCPC employee.

Registrant Assessors

Wherever possible, registrant assessors should be appointed from among the existing HCPC's partners who are eligible to perform the role. In practice, this will be limited to registrant partners who conduct registration or CPD assessments but who are not Visitors, fitness to practise panellists or panel chairs.

Where an existing HCPC partner cannot be identified to fulfil the role, a registrant assessor must be identified and appointed from among other registrants who are suitably qualified and experienced, having regard to the professional practice issues on which the Panel will or is likely to need advice.

Medical assessors

Medical assessors should be appointed from among registered medical practitioners who are suitably qualified and experienced, having regard to the medical issues on which the Panel will or is likely to need advice.

Fees

The appointment of a registrant assessor or medical assessor should be made on the basis of the standard letter of engagement which, among other things, incorporates the HCPC Partners' code of conduct.

In all cases, an assessor must be asked to provide an estimate of time for the work required before any work is undertaken. Full day or half day fees should then be agreed based upon that time estimate.

Where a registrant assessor is identified from among the existing HCPC partners, the fee structure for fitness to practise panellists will apply. For other registrant assessors and for medical assessors the fees are to be determined on a case by case basis, in a similar manner to the fees for expert witnesses.

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