

The Health Professions Council
JOINT SPECIAL MEETING OF THE EDUCATION
AND TRAINING COMMITTEE AND THE
APPROVALS COMMITTEE
Monday 12 July 2004

10.30am

A joint special meeting of the Education and Training Committee and the Approvals Committee will be held at the following location: The meeting will be chaired by Miss Eileen Thornton.

The Council Chamber
The Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

This will be followed, at the same venue, by a meeting of the Approvals Committee which members of the Education and Training Committee are invited to attend in the capacity of non-members. This meeting will be convened by Professor John Harper. Papers for both meetings are contained in this folder.

Niamh O'Sullivan,
Secretary to the Education and
Training Committee
Monday 5 July 2004

Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

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Agenda – Part One – Open to Members of the Public
(Joint Special Meeting of the Education and Training Committee
and the Approvals Committee)

1. **Apologies for Absence** Verbal

Items for Discussion/Approval

2. **Standards of Education and Training and the Approvals Process**
From the Chief Executive – Marc Seale
- (i) Responses to our consultation on standards of education and training and the approvals process Enclosure 1
Paper ETC38/04
 - (ii) Key decisions from our consultation on standards of education and training and the approvals process Enclosure 2
Paper ETC39/04
 - (iii) A copy of the original consultation document - for information Enclosure 3
Paper ETC40/04

Items to Note

none

Items for Information

none

3. **Any Other Business**
Previously Notified to and Agreed by the Chairman
4. **Date & Time of Next Meeting**
10.30 am on Wednesday 1 September 2004
- Further meetings will take place on the following dates;
- Wednesday 13 October 2004
- Wednesday 24 November 2004
- Wednesday 16 February 2005
- Wednesday 30 March 2005

The Health Professions Council

Approvals Committee Meeting

Monday 12th July 2004

10.30 a.m.

The Third meeting of the Health Professions Council Approvals Committee will be held at the following location:

Council Chamber
Park House
184 Kennington Park Road
LONDON SE11 4BU

The meeting will be held in two parts. Part One will be open to members of the public. Part Two will be held in private.

Lucinda Pilgrim
Secretary to the Committee
5th July 2004

Health Professions Council
Park House
184 Kennington Park Road
London
SE11 4BU

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Fax: 020 7820 9684
e-mail: lucinda.pilgrim@hpc-uk.org.

Agenda - Part One – Open to Members of the Public

- | | |
|---|-------------------------------|
| 1. Apologies for Absence | Verbal |
| 2. Approval of Agenda | Verbal |
| 3. Minutes of the meeting held on 25 June 2004
From Secretary to the Committee – Lucinda Pilgrim | Enclosure 4
AC/Paper 23/04 |
| 4. Matters Arising | Verbal |

ITEMS FOR DISCUSSION / APPROVAL

- | | |
|---|-------------------------------|
| 5. Approval Guidelines for the Partnership Framework
From Secretary to the Committee – Lucinda Pilgrim | Enclosure 5
AC/Paper 24/04 |
| 6. Approvals | |
| 6.1 University of Plymouth
From Secretary to the Committee – Lucinda Pilgrim | Enclosure 6
AC/Paper 25/04 |
| 6.2 Guidance and Pro Formas
From Helen Best – Secondee to the HPC | Enclosure 7
AC/Paper 26/04 |
| 6.3 Major and Minor Changes
From Helen Best – Secondee to the HPC | Enclosure 8
AC/Paper 27/04 |

ITEMS TO NOTE

None

ITEMS FOR INFORMATION

None

- | | |
|--|--------|
| 7. Any Other Business | Verbal |
| 8. Date and time of the next meeting | Verbal |
| 8.1 The next meeting will be held on Tuesday 7 September at 11 a.m. 2004 | |
| 8.2 The dates of the following meetings are as follows: | |

Thursday 18th November 2004 11 a.m.
Wednesday 2nd February 2005 11a.m.

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 in the opinion of the Acting Chairman public disclosure of the matters to be discussed would prejudice the effective discharge of the Committee’s functions”

Agenda Item 3

Enclosure 4

AC/Paper 23/04

APPROVALS COMMITTEE

Minutes of the Meeting Held on 25 June 2004

**From: Secretary to the Committee
Lucinda Pilgrim**

FOR AGREEMENT AND SIGNING

Agenda Item 5

Enclosure 5

AC/Paper 24/04

APPROVALS COMMITTEE

Approvals Approval Guidelines for the Partnership Framework

**From: Secretary to the Committee
Lucinda Pilgrim**

FOR DISCUSSION/APPROVAL

Executive Summary and Recommendations

Introduction

At the last meeting, the Committee agreed to consider the Approval Guidelines for the Partnership Approvals being finalised by the Department of Health.

Decision

The Committee is asked to consider the enclosed papers and make an appropriate recommendation to the Education and Training Committee (ETC).

Background information

See enclosed papers.

Resource implications

None

Financial implications

None

Background papers

None

Appendices

None

Agenda Item 6.1

Enclosure 6

AC/Paper 25/04

APPROVALS COMMITTEE

**Approvals
University of Plymouth**

**From: Secretary to the Committee
Lucinda Pilgrim**

FOR DISCUSSION/APPROVAL

Executive Summary and Recommendation

Introduction

At the last meeting Mr Frowen raised the issue of approval of the chiropody programme being run at the University of Plymouth.

Decision

The Committee is asked to consider the enclosed papers and make an appropriate recommendation to the ETC.

Background Information

See enclosed paper.

Resource Implications

None

Financial Implications

None

Background Papers

None

Appendices

None

Agenda Item 6.2

Enclosure 7

AC/Paper 26/04

APPROVALS COMMITTEE

Approvals Guidance and Pro Formas

**From: Helen Best
Secondee to the HPC**

FOR DISCUSSION/APPROVAL

Executive Summary and Recommendations

Introduction

Mrs H. Best has been seconded to HPC to advise on and assist with a variety of matters relating to Education and Training issues.

Decision

The Committee is asked to consider the enclosed papers and to make any appropriate suggestions, amendments and recommendations.

Background information

See enclosed papers.

Resource implications

None

Financial implications

None

Background papers

None

Appendices

None.

Agenda Item 6.3

Enclosure 8

AC/Paper 27/04

APPROVALS COMMITTEE

**Approvals
Major and Minor Changes**

**From: Helen Best
Secondee to the HPC**

FOR DISCUSSION/APPROVAL

Executive Summary and Recommendations

Introduction

Mrs H. Best has been seconded to HPC to advise on and assist with a variety of matters relating to Education and Training issues.

Decision

The Committee is asked to consider the enclosed papers and to make any appropriate suggestions, amendments and recommendations.

Background information

See enclosed papers.

Resource implications

None

Financial implications

None

Background papers

None

Appendices

None.