

March 2003 – Chief Executive Operational Report

Marc Seale, Chief Executive and Registrar

Chief Executive Operational Report – March 2003

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Chief Executive 1st January – 28th February 2003	Department of Health Association of Chiropractors & Podiatrists (seminar)	21 st Mar 5 th April
Communications – Chris Middleton		
<p>Communications Strategy post-April 2003 Communications strategy and Communications activities for 2003/4 were presented to the Communications Committee on 18th February.</p> <p>HPC Relaunch – 9th April, Edinburgh Council members are being asked to link with the Directors in hosting tables of appropriate professions at the Edinburgh launch. Malcolm Chisholm the Scottish Health Minister has cancelled his appearance at our launch due to the Scottish Elections being held on May 1st. Parliamentary Under Secretary for Scotland Anne McGuire has been asked to attend in his place.</p> <p>Leaflets and Brochures Work continues to produce information packs for all HPC stakeholders. 10 brochures have gone to print already the rest are being worked on. These brochures will in essence be first drafts for April and Committees will have the opportunity to re-work them for August/September.</p> <p>Annual Report A first draft of the Practice Committees work has been received from the appropriate Committee Secretaries for inclusion in the report. Each committee should sign this off at their next meeting.</p>		
Chief Executive 1st January – 28th February 2003	Completed Meetings	
SMAE		8 th Jan
Department of Health		10 th Jan
Associated Chiropractors & Podiatrists Union		14 th Jan
University of Hertfordshire (lecture)		14 th Jan
Society of Chiropractors & Podiatrists		20 th Jan
Health Regulatory Bodies (Chief Executives)		21 st Jan
Lord Clement-Jones		23 rd Jan
Health Regulatory Bodies (Presidents, Chief Execs)		24 th Jan
National Consumer Council reception		28 th Jan
Councillor Charles Anglin		31 st Jan
Department of Health		5 th Feb
Disciplinary Conference		7 th Feb
Mary Mulligan (Deputy Health Minister, Scotland)		10 th Feb
Nicola Sturgeon MSP		10 th Feb
Department of Health/solicitors		13 th Feb
GSCC Regulatory Policy Forum		24 th Feb
Scheduled Meetings		
David Hinchliffe MP		4 th Mar
Jane Wesson, Chair, Council for the Regulation of Health Care Professionals (CRHCP)		4 th Mar
Society of Radiographers		4 th Mar
Professional body representatives		5 th Mar
Dept of Health/Health Regulatory Bodies		10 th Mar
Chartered Society of Physiotherapy		11 th Mar
Dept of Health Joint Steering Group (chiroprody)		17 th Mar
POPAN		18 th Mar

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Education and Policy – Peter Burley																															
<p>Course Approvals</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Course</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>HEI</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>Physiotherapy</td> <td>King’s College London</td> <td>15th Jan</td> </tr> <tr> <td>Physiotherapy</td> <td>Sheffield Hallam University</td> <td>15th Jan</td> </tr> <tr> <td>Speech & Language Therapy</td> <td>University of Manchester</td> <td>16th Jan</td> </tr> </tbody> </table> <p>Course Approvals Submitted to Privy Council</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Course</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>HEI</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>Radiography</td> <td>University of Teesside</td> <td>21st Jan</td> </tr> <tr> <td>Occupational Therapy</td> <td>University of Teesside</td> <td>21st Jan</td> </tr> <tr> <td>Dietetics</td> <td>King’s College London</td> <td>21st Jan</td> </tr> <tr> <td>Dietetics</td> <td>Chester College of HE</td> <td>21st Jan</td> </tr> <tr> <td>Dietetics</td> <td>University of Surrey</td> <td>25th Nov</td> </tr> </tbody> </table>	<u>Course</u>	<u>HEI</u>	<u>Date</u>	Physiotherapy	King’s College London	15 th Jan	Physiotherapy	Sheffield Hallam University	15 th Jan	Speech & Language Therapy	University of Manchester	16 th Jan	<u>Course</u>	<u>HEI</u>	<u>Date</u>	Radiography	University of Teesside	21 st Jan	Occupational Therapy	University of Teesside	21 st Jan	Dietetics	King’s College London	21 st Jan	Dietetics	Chester College of HE	21 st Jan	Dietetics	University of Surrey	25 th Nov	<p>NHSU: Learning for Everyone (20.1.03)</p> <p>Home Office: Patient Group Directions – Proposal to Permit the Supply of Certain Controlled Drugs by Health Professionals under the PGD System (7.2.03)</p> <p>Medicines Control Agency: Request to Reclassify a Product from P to GSL (10.2.03)</p> <p>Royal Pharmaceutical Society of Great Britain: Mandatory Continuing Professional Development for Pharmacists (14.2.03)</p> <p>Presentations to Students No specific issues to report.</p>
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Finance, Office Services and IT - Paul Baker, Deborah Farley, Ming Trinh																															
<p>Consultations</p> <p>The following consultation documents have been received:</p> <p>Association of Operating Department Practitioners: Continuing Professional Development (30.12.02)</p> <p>General Osteopathic Council: Continuing Professional Development Second Phase (17.1.03)</p> <p>The Prince of Wales’s Foundation for Integrated Health: Setting the Agenda for the Future (17.1.03)</p>	<p>Disaster Recovery Exercise A Disaster Recovery Exercise was held on 23rd January. Lessons learnt are being incorporated in a Disaster Recovery Manual.</p> <p>Finance: 2003/4 Annual Budget First draft was presented to the Finance and Resources Committee on 13th February.</p> <p>182 Kennington Park Road The Planning Department of Lambeth Council is expected to</p>																														

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<p>respond by the end of March.</p> <p>Five Year Plan This will be updated once the 2003/04 annual plan has been approved.</p> <p>Refurbishment of Park House and Stannary Street Project is on schedule and within budget.</p> <p>IT – Registration System Project (LISA) Project is currently three weeks behind schedule. However new system will be tested in parallel with the Care system from 1st April. Project is 8% over budget.</p> <p>Human Resources – Denise Thompson</p> <p>All Staff Meeting An All Staff meeting was held on Monday 27th January. The next All Staff meeting has provisionally been set for Friday 14th March.</p> <p>Leavers/Joiners Leavers: Steve Armstrong – Caretaker/handyman</p> <p>Joiners: None</p> <p>Partners - Applications Applications are still being received. To date 967 applications have been received from 550 individuals.</p>

<p>Partners - Interviews Shortlisting process continues and dates for interviews in March are being finalised.</p> <p>HR Goals and Objectives 2003/4 The process of setting GROs for the EMT has commenced.</p> <p>Legal – Anne Barnes</p> <p>Removal from the Register Mrs.Hazel McCullagh’s name was removed from the Speech & Language Therapists Register on 20th January 2003.</p> <p>On 28th January 2003, the Disciplinary Committee directed that Mrs.Sarah Coe’s name be removed from the Chiroprodists Register. She has 28 days in which to appeal.</p> <p>On 5th February 2003, the Disciplinary Committee directed that Mrs.Morag McVean’s name be removed from the Dietitians Register. She has 28 days in which to appeal.</p> <p>On 24th February 2003, the Disciplinary Committee directed that Mr.Peter Harris’ name be removed from the Radiographers Register. He has 28 days in which to appeal.</p> <p>Home Country Panel Meetings Various venues are still being investigated.</p>
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New Professions – Cathy Savage	
Guidance notes and application forms will be presented to Council meeting on 7 th March for approval.	
Completed Meetings	
Society of Clinical Perfusion Scientists	15 th Jan
Association of Operating Department Practitioners	28 th Jan
Clinical Physiologists	31 st Jan
British Psychological Society	31 st Jan
British Association of Sports Rehabilitators & Trainers	4 th Feb
UK Council for Psychotherapy	26 th Feb
Scheduled Meetings	
Human Fertilisation & Embryology Authority	3 rd Mar
Association for Dance Movement Therapy	11 th Mar
British Psychological Society (annual conference)	14 th Mar
British Association of Play Therapists	20 th Mar
UK Association of Sonographers	9 th May
College of Health Care Chaplains	9 th May
Society of Health Advisers in Sexually Transmitted Diseases	9 th May
Society for Vascular Technology	TBA
Institute for Arts in Therapy & Education	TBA
Operations – Sarah Dawson, Roy Dunn, Claire Harkin	
Grandparenting	
4,698 notification forms have been received to date. 1,732 are working part time, and 2,602 full time.	

International Registration	A purge of old or inactive applications is being undertaken.
UK Registration	No specific issues to report.
Process Manuals	No specific issues to report.
ISO Accreditation	No specific issues to report.
Secretariat – Niamh O’Sullivan	
Induction Pack for new Council members	Project has now been completed.
Council Awayday – 8th and 9th October 2003	A venue in Caernarfon is being investigated.
Transitional Arrangements	
	No significant developments to report.

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Management Information
<p>Six Reports are attached:</p> <ol style="list-style-type: none">1 – Financial performance vs budget2 – Allegations notified to HPC3 – Investigations4 – UK Registration Monthly Report5 – International Registration Monthly Report6 – Registrants by Country