

### Approval process

The Department has spent the last couple of months organising and attending approval visits for the 2011-2012 academic year. The deadline for education providers wanting to arrange visits in 2011-12 is December 2011. So far 64 visits across 83 programmes have been arranged between September 2011– July 2012. These visits fall at the following times:



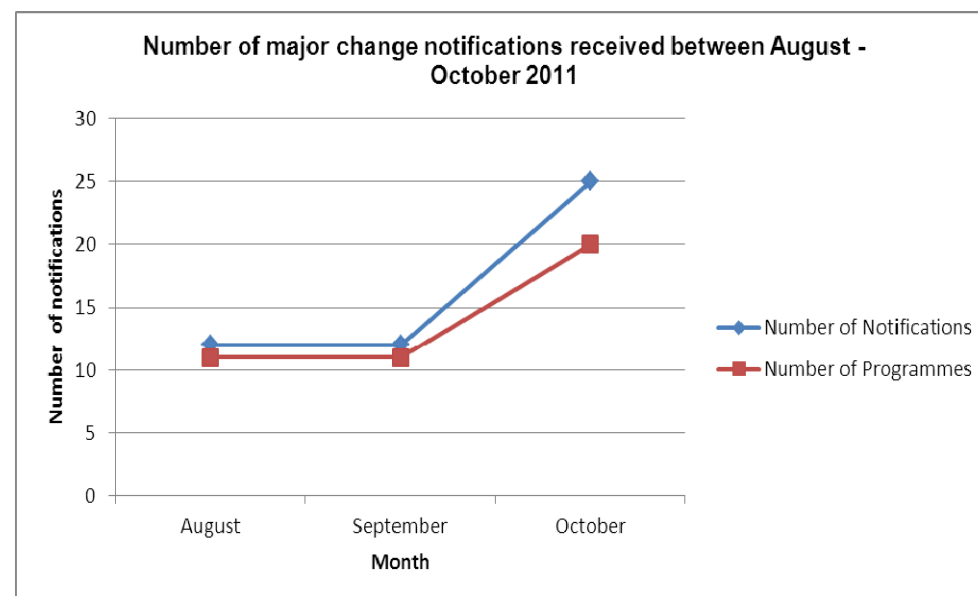
### Annual monitoring process

The Department has spent the past few months scheduling annual monitoring for the 2011-2012 academic year. The first submissions are expected at the end of November. Plans for the assessment days are nearing completion with dates to be confirmed shortly. It is expected that the assessment days will fall at similar times to previous years, with the first assessment day due to take place at the end of February 2012.

The last submission deadline for the previous academic year was Wednesday 31 August 2011 and the only outstanding annual monitoring audit submission will go to the Education and Training Panel on 6 December, allowing the Department to close off annual monitoring for 2010-11.

### Major change process

There has been a rise in the number of major change notifications received by the Department since September 2011, which coincides with the beginning of the academic year, as highlighted on the graph below. Since the last Education and Training Committee on 8 September we have received 36 new major change notifications, covering 30 programmes.



### Complaints process

The Department has received one new complaint since the last meeting of the Committee.

### **Practitioner psychologists**

All practitioner psychologist visits due to be scheduled in the 2011–2012 academic year have now been confirmed.

### **Social workers (England)**

Members of the Department continue to meet regularly with the General Social Care Council (GSCC) Social Work Education Group to discuss the transfer of approved programmes and implementation of our approval and monitoring post transfer. The Department have also contributed to GSCC communication activities with social worker stakeholders and education providers to clarify our system of regulation and the functions undertaken by the GSCC which will not be transferred to the HPC. Following the Department of Health's recent announcement that the GSCC's regulatory functions will transfer to the HPC at the end of July 2012, associated activities for the Department have been rephrased accordingly.

Members of the Department have also joined the College of Social Work Education Advisory Implementation Group, which has been introduced to take forward the Social Work Reform Board recommendations on education.

### **Partners**

Members of the Department have been involved in the recent recruitment of two new prosthetist/orthotist visitors. There are now sufficient numbers of visitors across all professions. The Department has also been involved in the recruitment of social worker visitors. Following the application deadline of 14 October, the first round of interview dates have been confirmed in November and December 2011.

The Department has also provided refresher training sessions for visitors in October 2011. Further refresher training will follow in November and December 2011.

### **Education provider seminars**

The Department has spent the last couple of months delivering the education provider seminars for 2011-12. This year's seminars focus on practice placements and include workshops to encourage a greater understanding of our practice placement standards of education and training as well as a workshop to encourage debate and dissemination around the professionalism research and placement education. This year's seminars were opened up to placement educators, as well as programme leads and subsequently reached capacity within weeks of being advertised. The follow table gives an indication of the reach of this year's seminars.

<u>Location</u>	<u>Date</u>	<u>Attendee numbers</u>
Manchester	12 October 2011	29
London	21 October 2011	29
London	3 November 2011	30
Cardiff	17 November 2011	30
Edinburgh	23 November 2011	35
Belfast	8 December 2011	15

### **Publications**

The Department has spent the last few months working on two publications; an introduction to our education processes and the Education annual report 2010. Following approval at the ETC meeting in June 2011 both publications were made available to stakeholders via the October edition of the Education Update. A copy of the annual report has also been made available to Committee members at this meeting of the Education and Training Committee.

### **Liaison with stakeholders**

The eighth issue of the Education Update was distributed to education providers, visitors, professional body representatives and other stakeholders in October 2011 and can be found on the HPC

website at <http://www.hpc-uk.org/education/update/>. The following articles were included:

- Approval visits in the 2011 – 2012 academic year
- Annual monitoring 2011- 2012
- Education annual report 2010
- An introduction to our education processes publication
- Review of approval visits to hearing aid dispenser programmes 2010-11
- Commendations
- Operating department practitioners – our standards and curriculum guidance
- Regulation of social workers in England
- Consultation on draft standards of proficiency and the threshold level of qualification for social workers in England
- HPC Council appointments
- New dietitian member for the HPC's Education and Training Committee
- Registration renewal reminder
- Employer events taking place this autumn
- New HPC iPhone app
- Social worker visitor recruitment advertisement

Members of the Department met with the following groups between September - November 2011:

- The Council for Healthcare Regulatory Excellence
- Department of Health - Workforce Education and Development
- The General Social Care Council
- The College of Optometrists
- The College of Social Work
- UK Inter-Professional Group
- Quality Assurance Agency
- Higher Education Better Regulation Group (HEBRG)
- Academic Registrar's Council - Subjects Allied to Medicine group

## **Education Department work plan 2011-12**

The Department has spent the past couple of months progressing with the work plan for 2011-12. Six months into the delivery of the work plan, 14% of projects are currently complete, 50% are on track to be delivered to deadline and a number of projects have either been withdrawn, placed on hold or delayed to later in the year as a result of developments throughout the last 6 months. Further details on the progress of each area of work can be found in the six month progress report included at Appendix 1: *Update on the 2011-2012 work plan*.

## **Employees**

Lianne Rooney joined the Department on Monday 10 October to provide temporary cover for the Education Administrator role and assist with general admin and major project related tasks whilst Victoria Adenugba is acting up as Education Officer.

The Department has spent the last month recruiting for a full time Team Administrator. Interviews took place on Wednesday 2 November. Once recruited, there will be 14 permanent members of staff in the Education Department and one temporary member of staff.

The Department are now based on the first floor of 33 Stannary Street, following the relocation of a number of HPC Departments on 28 October.

## **Appendices**

Appendix 1 - Update on the 2011-2012 work plan

Appendix 2 - Education management information statistics

## Update on the 2011-2012 work plan

The following table summarises the progress in achieving the key areas included in the 2011-2012 work plan. As anticipated, the Department had to adopt a flexible approach to the delivery of last year's work plan in order to respond accordingly to internal and external factors.

Area of work	Start Date	End Date	Progress report (30 Sept 2011)
<b>Operational processes</b>			
Approval process	April 2011	March 2012	Estimated 33 approval visits in first half of 2011-12 Actual number of approval visits = 30
Annual monitoring process	April 2011	March 2012	Estimated 2 annual monitoring days in first half of 2011-12 Actual number of days = 2 Estimated 8 postals in first half of 2011-12 Actual number of postals = 14
Major change process	April 2011	March 2012	Estimated 60 notifications in first half of 2011-12 Actual number of notifications = 65 Estimated 43 submissions in first half of 2011-12 Actual number of submissions = 38
Complaints process	April 2011	March 2012	Estimated 2 complaints in first half of 2011-12 Actual number of complaints = 2
Approval process review	April 2011	March 2012	Complete <ul style="list-style-type: none"> <li>• Programme closure process rolled out.</li> </ul>
Annual monitoring review	April 2011	March 2012	On track
Major change review	April 2011	March 2012	Complete <ul style="list-style-type: none"> <li>• Programme records process rolled out</li> </ul>
Complaints process review	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>• Major project prioritisation removed the need for small scale review</li> </ul>
<b>Supporting activities</b>			
Annual report 2010	April 2011	Oct 2011	Complete <ul style="list-style-type: none"> <li>• Published in September 2011</li> </ul>
Annual report 2011	Oct 2011	March 2012	Delayed <ul style="list-style-type: none"> <li>• Amended start to Jan 2012. Will now carry over into next year</li> </ul>

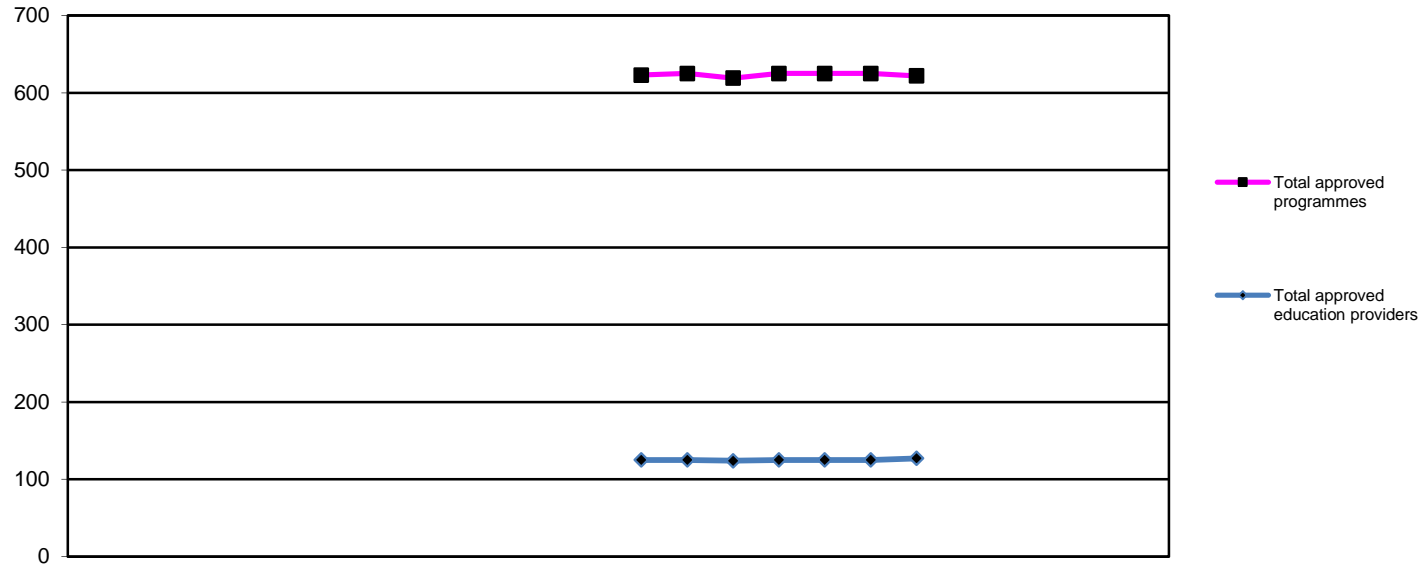
Area of work	Start Date	End Date	Progress report (30 Sept 2011)
			2012-13
Introduction to Education process document	April 2011	Oct 2011	Complete <ul style="list-style-type: none"> <li>Published in September 2011</li> </ul>
Guidance on health and character	April 2011	Nov 2011	Complete <ul style="list-style-type: none"> <li>Final version awaiting Council approval in October 2011</li> </ul>
A disabled person's guide	Sept 2011	March 2012	On hold in Policy & Standards workplan
Advertising guidelines	Oct 2011	March 2012	Delayed <ul style="list-style-type: none"> <li>Amended start to Jan 2012. Will now carry over into next year 2012-13</li> </ul>
Website review and maintenance	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>Changes to approved programme list underway</li> </ul>
Education provider seminars	July 2011	Dec 2011	On track <ul style="list-style-type: none"> <li>6 seminars planned in second half of 2011-12 (total increased attendance by 25%)</li> </ul>
Visitor recruitment & selection (existing professions)	April 2011	Dec 2011	Complete <ul style="list-style-type: none"> <li>8 new visitors recruited in first half of 2011-12</li> <li>27 visitors completed reappointments process.</li> <li>No further recruitment needed</li> </ul>
Visitor recruitment & selection (social workers)	Sept 2011	March 2012	On track <ul style="list-style-type: none"> <li>Recruitment campaign underway</li> </ul>
Visitor recruitment & selection (lay)	Jan 2012	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Recruitment to be held next year 2012-13 as the lay visitor report will now be going to the Education &amp; Training Committee in March 2012</li> </ul>
Visitor training (new)	July 2011	Nov 2011	Complete <ul style="list-style-type: none"> <li>25 new visitors trained in first half of 2011-12</li> <li>No further training needed</li> </ul>
Visitor training (refresher)	Sept 2011	Dec 2011	On track <ul style="list-style-type: none"> <li>Planning for training underway</li> </ul>
Visitor training (lay)	Jan 2012	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Training to be held next year 2012-13 after the recruitment campaign</li> </ul>

Area of work	Start Date	End Date	Progress report (30 Sept 2011)
Education & Training Committee (support & training)	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Training held in June 2011 &amp; November 2011</li> </ul>
Education & Training Panel (support & training)	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Training held in June 2011</li> </ul>
Education update	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• First edition circulated in May 2011. Second edition planned for circulation in October 2011.</li> </ul>
Stakeholder meetings	April 2011	March 2012	On track
<b>Development work (current professions)</b>			
SET 1	April 2011	March 2012	On hold in Policy & Standards workplan
Post registration qualifications	April 2011	March 2012	Complete <ul style="list-style-type: none"> <li>• No operational work for Department following Education &amp; Training Committee's policy decision</li> </ul>
New professions review	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>• Change in legislation/government policy removed the need for development in this area</li> </ul>
SOPs review	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Limited internal activity within Department in first half of 2011-12</li> </ul>
Extension and changes of prescribing rights	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Limited internal activity within Department in first half of 2011-12</li> </ul>
Student engagement strategy development	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>• Development work to be initiated next year 2012-13 after the consultation on voluntary student registration</li> </ul>
Service user research	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Limited internal activity within Department in first half of 2011-12</li> </ul>
<b>Development work (new professions)</b>			
Social workers	April 2011	March 2012	On track
Medical herbalists	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>• Limited internal activity within Department in first half of 2011-12</li> </ul>
Psychotherapists and counsellors	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>• Change in legislation/government policy removed the need for</li> </ul>

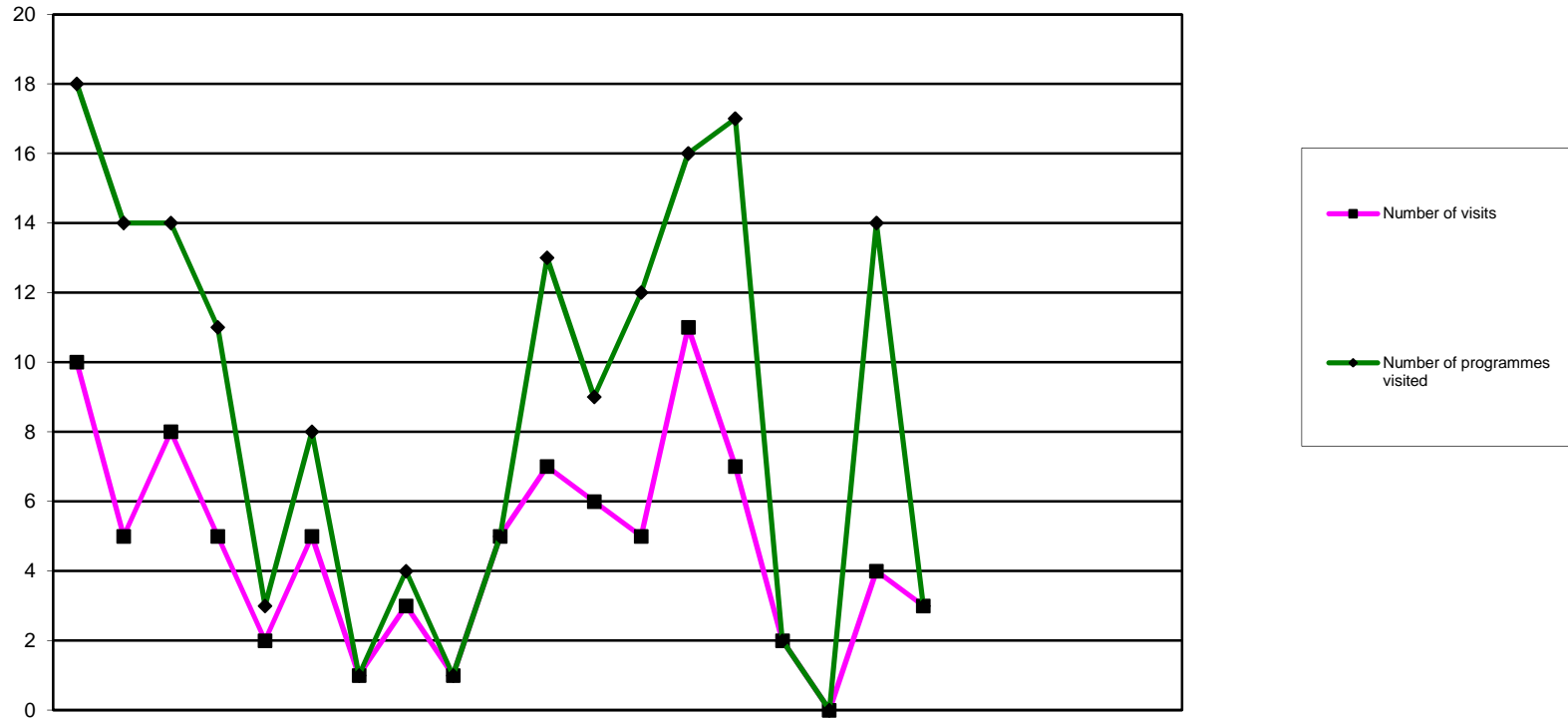
Area of work	Start Date	End Date	Progress report (30 Sept 2011)
			development in this area
Dance movement therapists	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Change in legislation/government policy removed the need for development in this area</li> </ul>
Healthcare science practitioners and health care scientists	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>Limited internal activity within Department in first half of 2011-12</li> </ul>
<b>Projects (major projects)</b>			
Education systems and processes review	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>Product initiated in July 2011</li> <li>Business analysis phase undertaken August – September 2011</li> </ul>
Social workers	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>Bi-monthly meetings with GSCC</li> <li>Stakeholder meetings with professional &amp; educational bodies</li> <li>Data transfer arrangements agreed with GSCC</li> <li>Presentations and newsletter articles</li> </ul>
Organisational name change	April 2011	March 2012	On track <ul style="list-style-type: none"> <li>Limited activity within Department in first half of 2011-12</li> </ul>
Partners systems and processes review	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Potential initiation next year 2012-13</li> </ul>
Annotations to the register	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>No operational project work following Education &amp; Training Committee's policy decision</li> </ul>
Prescribing operational implementation	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Potential initiation next year 2012-13</li> </ul>
Purchase to payment system and SAGE 200	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Potential initiation next year 2012-13</li> </ul>
Electronic communications	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Potential initiation next year 2012-13</li> </ul>
Information security	April 2011	March 2012	Delayed <ul style="list-style-type: none"> <li>Amended start to Jan 2012. Will now carry over into next year 2012-13</li> </ul>

Area of work	Start Date	End Date	Progress report (30 Sept 2011)
<b>Projects (small projects)</b>			
Education systems developments	April 2011	March 2012	Withdrawn <ul style="list-style-type: none"> <li>Major project prioritisation removed the need for this small project</li> </ul>
<b>Projects (business-as-usual projects)</b>			
Withdrawal of approval	April 2011	June 2011	Complete <ul style="list-style-type: none"> <li>Project concluded at Education &amp; Training Committee in June 2011</li> </ul>
Welsh language scheme	July 2011	Dec 2011	Delayed <ul style="list-style-type: none"> <li>Amended end date to March 2012, due to limited activity externally in first half of 2011-12</li> </ul>
Protection of vulnerable groups and safeguarding vulnerable groups Act	July 2011	Dec 2011	Withdrawn <ul style="list-style-type: none"> <li>Change in legislation removed the issue</li> </ul>
Hearing aid dispenser approval review	July 2011	Sept 2011	Complete <ul style="list-style-type: none"> <li>Review circulated to Education &amp; Training Committee in September 2011</li> </ul>
Lay visitor pilot	April 2011	Dec 2011	Delayed <ul style="list-style-type: none"> <li>Amended end date to March 2012</li> <li>Report to be circulated to Education &amp; Training Committee in March 2012</li> </ul>
Watch list clarification	July 2011	Dec 2011	Delayed <ul style="list-style-type: none"> <li>Amended start date to Jan 2012. Intend to complete by end of 2011-12</li> </ul>



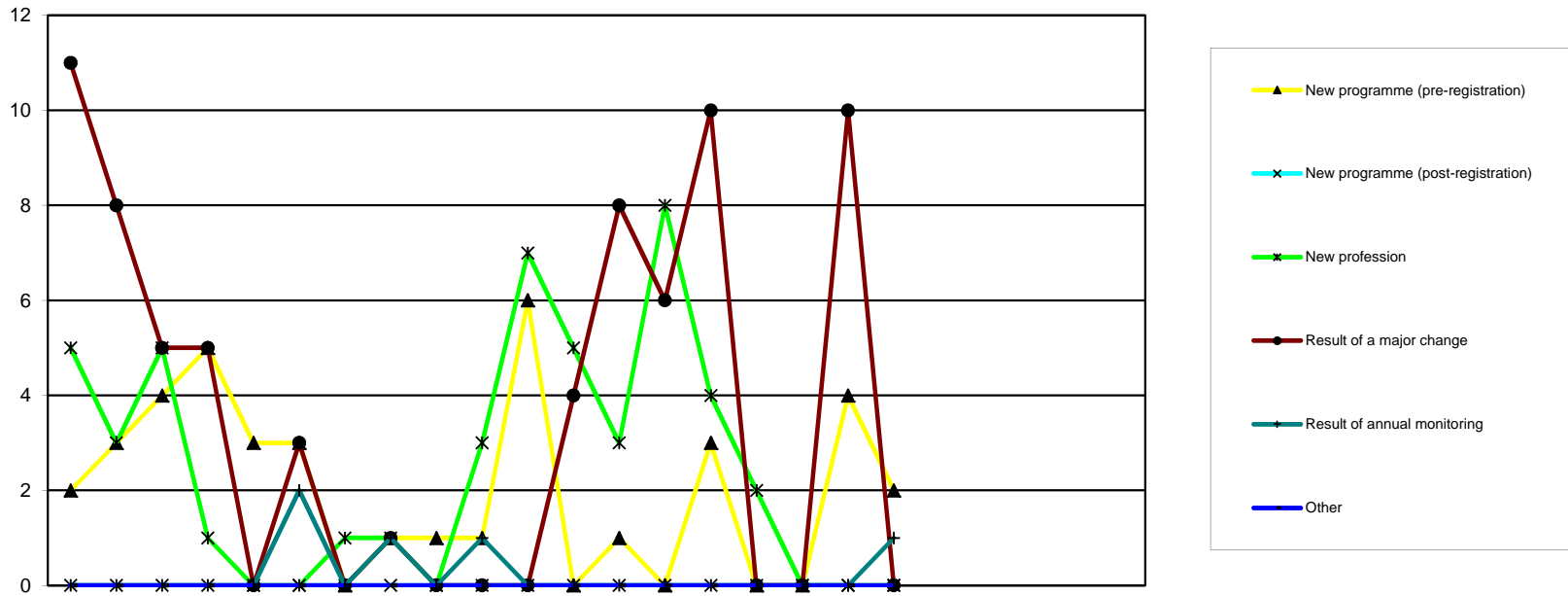


	2010			2011									2012									2011/12 YTD				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		Jan	Feb	Mar	
Arts therapists													27	27	21	27	27	27	21							21
Biomedical scientists													41	41	41	41	41	41	40							40
Chirops/ Pods													19	19	19	19	19	19	19							19
Clinical scientists													1	1	1	1	1	1	1							1
Dietitians													33	33	33	33	33	33	33							33
Hearing aid disps													18	18	16	18	18	18	15							15
OTs													73	74	73	74	74	74	73							73
ODPs													32	32	32	32	32	32	34							34
Orthoptists													2	2	2	2	2	2	2							2
Paramedics													51	50	50	50	50	50	50							50
Physiotherapists													68	69	68	69	69	69	67							67
Practitioner psychologists													83	83	88	83	83	83	93							93
Prosthetists/Orthotists													3	3	3	3	3	3	3							3
Radiographers													52	55	52	55	55	55	51							51
SLTs													32	32	32	32	32	32	32							32
Local anaesthesia													2	2	2	2	2	2	2							2
Prescription only medicine													8	8	9	8	8	8	9							9
Supplementary prescribing													78	76	77	76	76	76	77							77
<b>Total approved programmes</b>													623	625	619	625	625	625	622							622
<b>Total approved education providers</b>													125	125	124	125	125	125	127							127

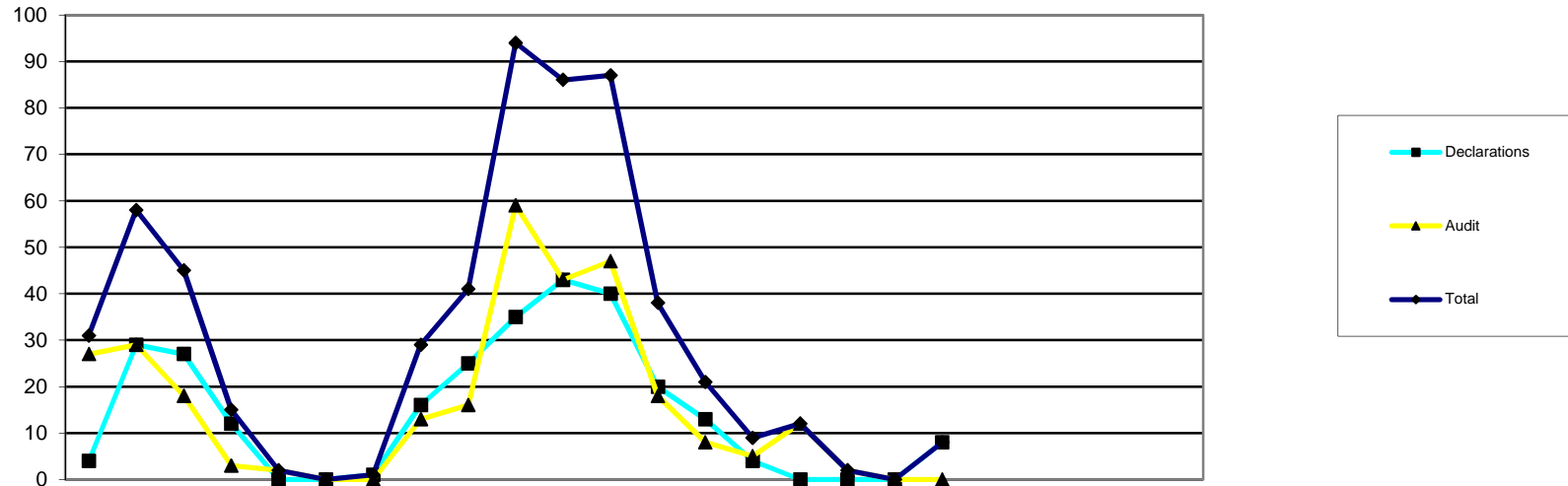


	2010			2011									2012											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Overview of approval visits</b>																								
<b>Number of visits</b>	10	5	8	5	2	5	1	3	1	5	7	6	5	11	7	2	0	4	3					
<b>Number of programmes visited</b>	18	14	14	11	3	8	1	4	1	5	13	9	12	16	17	2	0	14	3					

2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
FYE	FYE	FYE	FYE	FYE	FYE	YTD
0	101	63	42	38	58	32
27	117	68	84	80	101	64

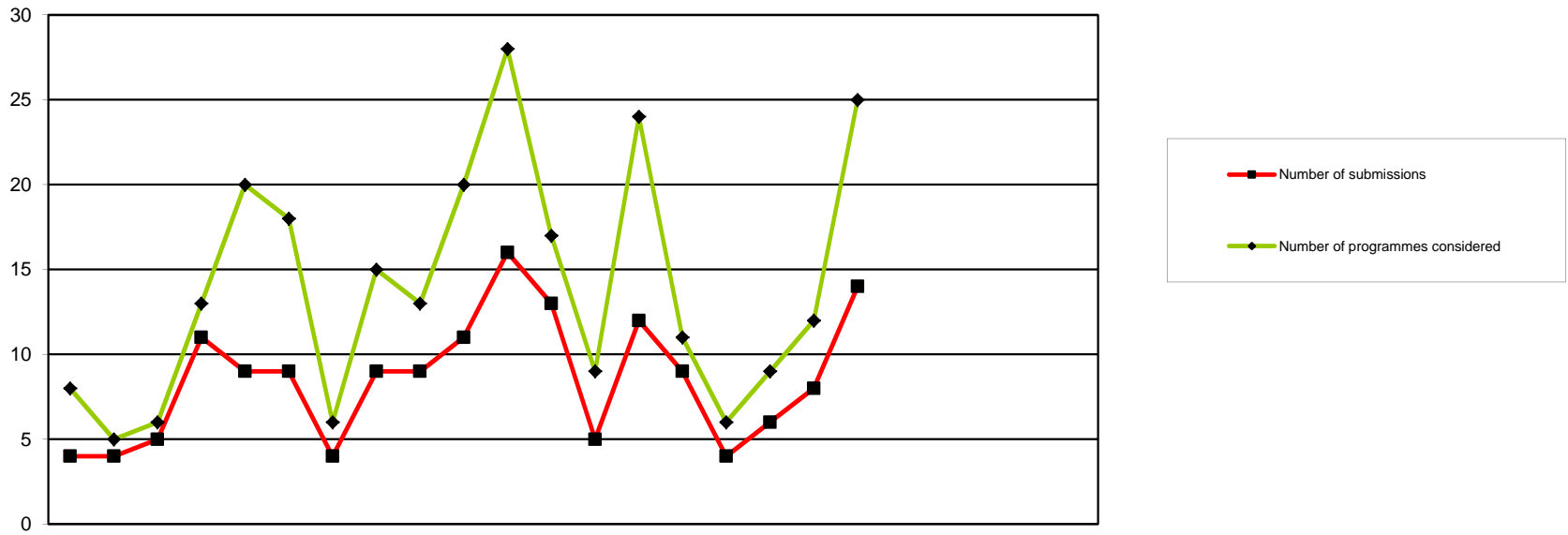


Reason for programme visited	2010			2011								2012						2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12									
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	FYE	YTD		
New programme (pre-registration)	2	3	4	5	3	3	0	1	1	1	6	0	1	0	3	0	0	4	2														
New programme (post-registration)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0														
New profession	5	3	5	1	0	0	1	1	0	3	7	5	3	8	4	2	0	0	0														
Result of a major change	11	8	5	5	0	3	0	1	0	0	0	4	8	6	10	0	0	10	0														
Result of annual monitoring	0	0	0	0	0	2	0	1	0	1	0	0	0	0	0	0	0	0	1														
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0														
<b>Total</b>	<b>18</b>	<b>14</b>	<b>14</b>	<b>11</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>13</b>	<b>9</b>	<b>12</b>	<b>14</b>	<b>17</b>	<b>2</b>	<b>0</b>	<b>14</b>	<b>3</b>														
	27	117	68	84	80	101	62																										



	2010			2011										2012										
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Annual monitoring submissions</b>																								
<b>Declarations</b>	4	29	27	12	0	0	1	16	25	35	43	40	20	13	4	0	0	0	8					
<b>Audit</b>	27	29	18	3	2	0	0	13	16	59	43	47	18	8	5	12	2	0	0					
<b>Total</b>	31	58	45	15	2	0	1	29	41	94	86	87	38	21	9	12	2	0	8					

2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
FYE	FYE	FYE	FYE	FYE	FYE	YTD
113	94	143	167	105	232	45
51	184	135	136	123	257	45
164	278	278	303	228	489	90



	2010			2011									2012											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Major change submissions</b>																								
<b>Number of submissions</b>	4	4	5	11	9	9	4	9	9	11	16	13	5	12	9	4	6	8	14					
<b>Number of programmes considered</b>	8	5	6	13	20	18	6	15	13	20	28	17	9	24	11	6	9	12	25					

2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
FYE	FYE	FYE	FYE	FYE	FYE	YTD
16	51	62	66	115	104	58
25	97	109	141	179	169	96