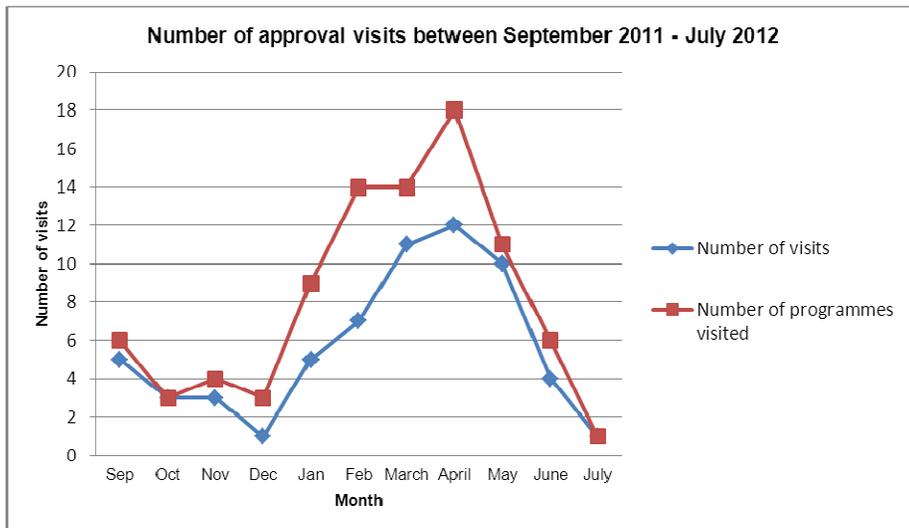


### Approval process

The Department has spent the last few months completing the schedule of visits for the remainder of the 2010-2011 academic year and organising 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 62 visits across 89 programmes have been arranged between September 2011– July 2012. These visits fall at the following times:



In comparison to the 2010-2011 academic year where the peak in approval visits occurred in March and May 2011, the schedule of visits for this academic year shows that approval activity is due to occur over a longer period between February – May 2012, with the peak of activity taking place in April 2012. The majority (47%) of programmes to be visited are a direct result of the opening of the register to practitioner psychologists and hearing aid dispensers. Approximately 26% of visits are to existing programmes (as a result of major change or annual monitoring) and another 26% to new

programmes. In contrast, the 2010-2011 academic year saw twice as many approval visits as a result of major change submissions compared to new profession visits. As visits can still be scheduled over the next four months, it is likely that the number of visits to existing programmes (as a result of major change or annual monitoring) and new programmes will increase. Resources will be monitored closely as some months may reach capacity.

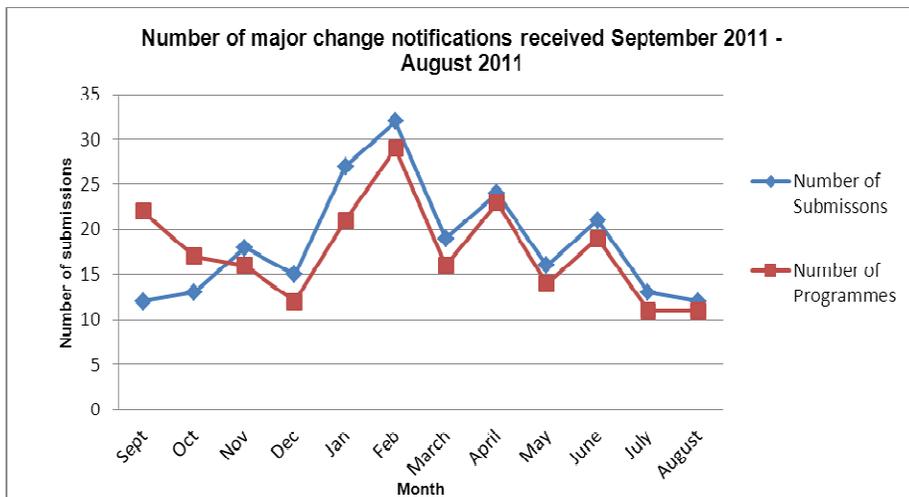
### Annual monitoring process

Following the peak activity from January – May 2011, we have seen a decline in annual monitoring submissions over the last few months. In comparison to the 2009-2010 academic year where the peak in annual monitoring activity occurred between February – July 2010, the 2010-2011 academic year saw a spike in the number of submissions much earlier in the year and over a shorter timescale.

The last submission deadline for the 2010-11 academic year was Wednesday 31 August 2011 and it is anticipated that all outstanding audit submissions and declarations will be sent to the September Education and Training Panels to close off annual monitoring for the 2010-2011 year. The scheduling process for annual monitoring in the 2011-2012 academic year began in week commencing 3 August 2011.

### Major change process

Following the high volume of major change notifications received at the beginning of the year, there continues to be a decrease in the number of submissions received. Since the last Education and Training Committee meeting, we have received 40 new notifications, covering 35 programmes.



The total number of major change notifications received in the 2010-2011 academic year was actually comparable with that received in the last three academic years. It was only the phasing that was radically different – i.e. there was a more pronounced peak and trough rather than a consistent level throughout.

### Complaints process

The Department has not received any complaints since the last meeting of Committee.

### Practitioner psychologists

The Department has spent the last couple of months scheduling the 24 practitioner psychologists' visits across 32 programmes, which are due to be held in the 2011–2012 academic year. 21 out of the 24 visits (88%) have already been scheduled and we have until December 2011 to schedule the remainder.

### Hearing aid dispensers

All hearing aid dispenser (HAD) visits due to be scheduled in the 2011–2012 academic year have now been confirmed.

The Department has spent the past couple of months reviewing the transfer of HAD regulation to the HPC, which took place on 1 April 2010. The review has focused on the transfer of educational programme data, the scheduling of the approval visits and the outcomes of the HAD approval visits we have conducted in the 2010-2011 academic year. A report on the outcome of this review has been brought to this meeting of the Education and Training Committee.

### 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, both of which are proceeding as planned.

Members of the Department have also met with a wider range of social worker stakeholders and education providers to discuss the strategic aspects of the transfer process and communications activities. This has provided an opportunity to clarify our system of regulation and the functions undertaken by the GSCC which will not be transferred to the HPC.

### Partners

Following a period of recruitment during May-June 2011, there are now sufficient numbers of visitors across all professions apart from prosthetists /orthotists. Members of the Department are working with the Partners Department to recruit to this role. The Department has also been involved in the recruitment of social worker visitors, which began this month. The first round of interviews is anticipated to take place in November 2011.

The Department also provided refresher training sessions for visitors in July 2011. Further refresher training will follow in October 2011.

### **Education provider seminars**

The Department has spent the last couple of months planning the education provider seminars for 2011-12. There will be nine seminars in total. Six seminars will be delivered in the autumn of 2011 and will focus on practice placement delivery. A further three seminars will take place in the first quarter of 2012 and will be aimed primarily at social work stakeholders, providing an introduction to HPC and a focus on the regulation of social workers.

### **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 have been published this month and will be made available to stakeholders via Education Update (October 2011 edition) and our website.

### **Liaison with stakeholders**

The eighth issue of the Education Update is due to be distributed to education providers, visitors, professional body representatives and other stakeholders in w/c 3 October 2011. The following articles are due to be included:

- Forward planning for all professions and a reminder to practitioner psychologist, hearing aid dispenser and operating department practitioner programmes
- Annual monitoring 2011-2012
- Feedback questionnaire
- Education provider seminars
- Update on the Health and Social Care Bill and 'Enabling Excellence' command paper
- Annual report 2010
- An introduction to our education processes publication

- New HPC iphone app
- Social media networking
- Consultation on the profession specific standards of proficiency
- Consultation on draft standards of proficiency and the threshold level of qualification for social workers in England
- Revalidation
- Outcome of the health and character guidance consultation
- Registration renewal reminder
- Social worker visitor recruitment advertisement

Members of the Department met with the following groups between June 2011 – September 2011:

- NHS Education for Scotland (both independently and in conjunction with the Chair and Chief Executive)
- Department of Health - Human Factors in Healthcare: Education Reference Group
- Department for Education - Policy and Performance Division
- Joint Social Work Education Conference (JSWEC)
- School of Education and Social Work, University of Sussex (in conjunction with the Chair and Policy and Standards Department)
- The College of Social Work
- The General Social Care Council
- Placement Management Partnership, University of East London

### **Major project – Education systems review**

This major project has now been initiated and has become a priority for the Department in terms of resources and deliverables. This project is being managed as part of the organisation's major project portfolio. The project aims to review the systems and processes of the Education Department with the intention to revise and replace them to ensure they remain fit for purpose in the face of continued growth in workload. The work is being conducted as two separate but related projects: (1) research and development and (2) build. The objective of the current project (research and development) is to conduct activities to identify potential improvements to processes

and systems to determine the scope and prepare for the build project.

The project team is as follows:

Project sponsor: Abigail Gorringe  
Project lead: Osama Ammar  
Project manager: Claire Reed  
Senior supplier: Guy Gaskins  
Senior users: Brendon Edmonds  
Department users: 10 x Education department members  
6 X HPC department members  
External representatives (education providers and partners)

The budgeted project costs are as follows:

- Capital Expenditure: £109,620
- Operating Expenditure: £38,160

The current phase of the project centres on business and process analysis and has involved engaging with external business analysts and running a series of workshops.

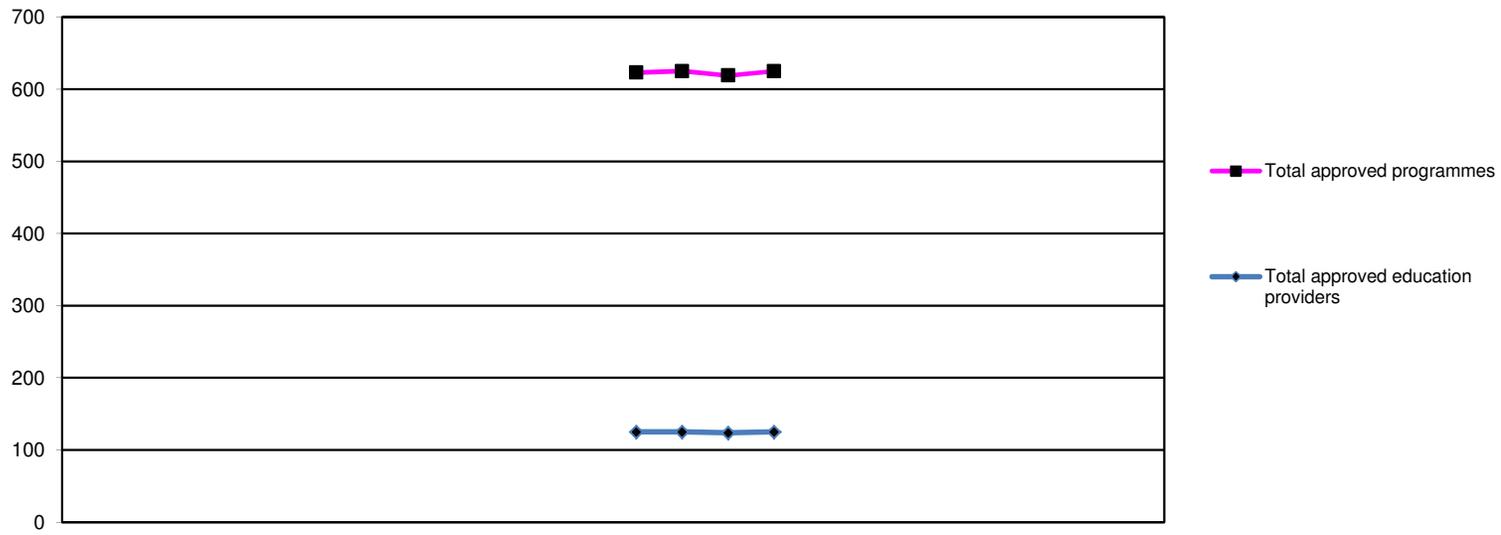
### **Employees**

Osama Ammar left the HPC on 31 August 2011 and David Christopher joined the HPC on 5 September as Head of Educational Development.

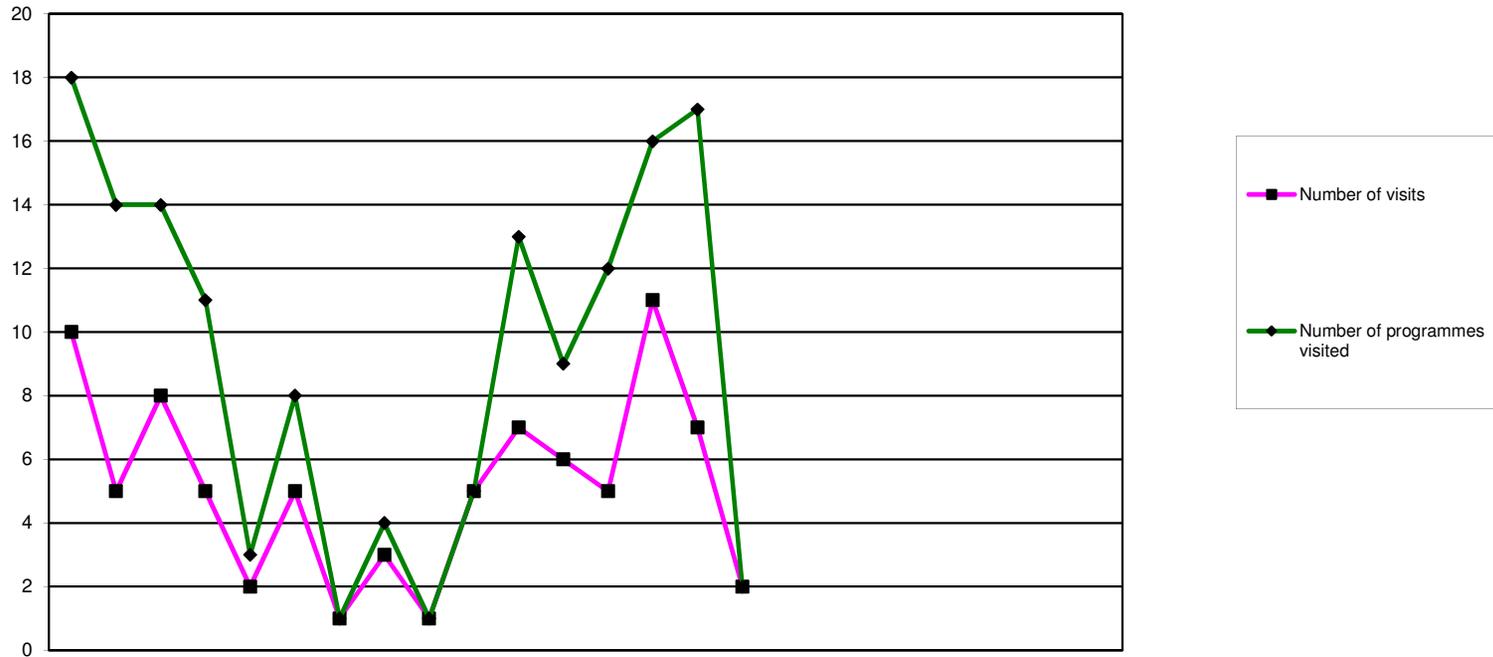
Victoria Adenugba started as Acting Education Officer on 1 September 2011. To cover Victoria's Education Administrator role and assist with general admin and major project related tasks, Shahena Syeda joined the Department on Monday 22 August.

### **Appendices**

Appendix 1 - Education management information statistics

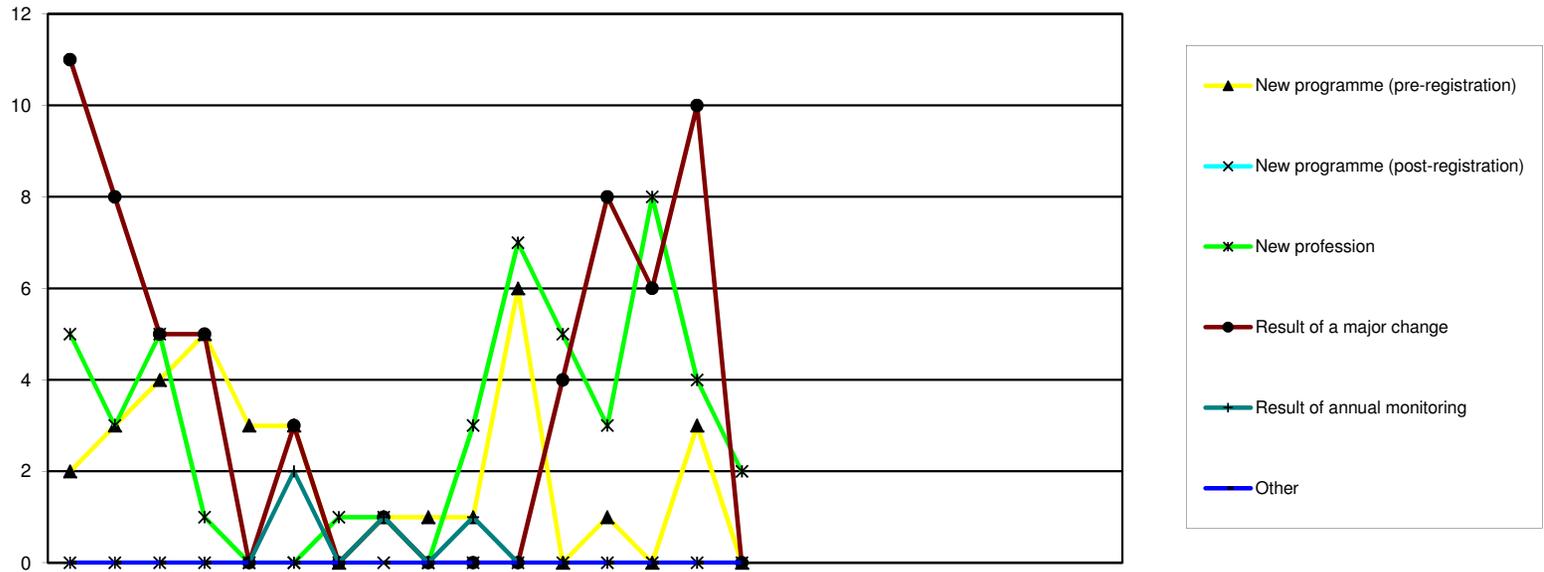


	2010			2011									2012									2011/12 YTD				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		Jan	Feb	Mar	
Arts therapists													27	27	21	27										27
Biomedical scientists													41	41	41	41										41
Chirops/ Pods													19	19	19	19					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

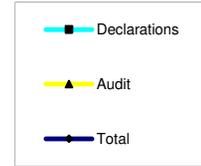
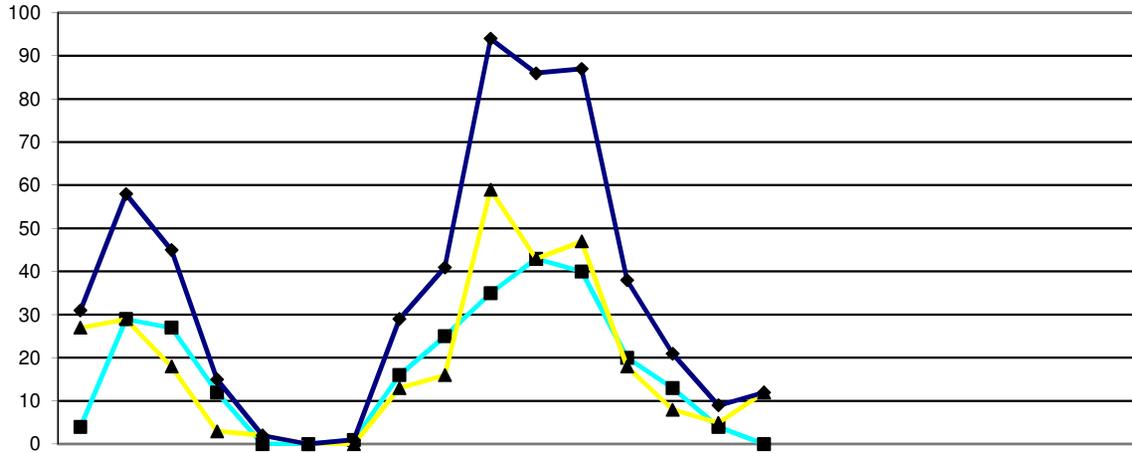


	2010			2011									2012											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Overview of approval visits</b>																								
<b>Number of visits</b>	10	5	8	5	2	5	1	3	1	5	7	6	5	11	7	2								
<b>Number of programmes visited</b>	18	14	14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

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	25
27	117	68	84	80	101	47

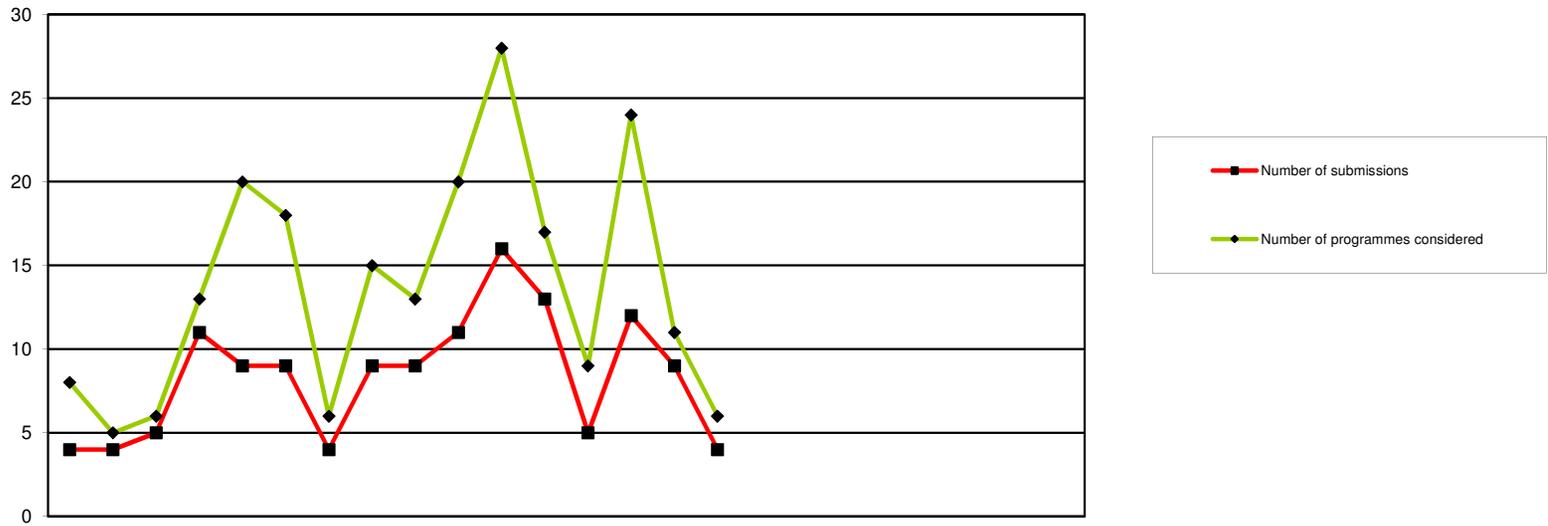


Reason for programme visited	2010			2011									2012					2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12							
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	FYE	FYE	FYE	FYE	YTD
New programme (pre-registration)	2	3	4	5	3	3	0	1	1	1	6	0	1	0	3	0									0	18	32	21	25	29	4
New programme (post-registration)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									7	29	1	7	1	0	0
New profession	5	3	5	1	0	0	1	1	0	3	7	5	3	8	4	2									5	16	4	0	7	31	17
Result of a major change	11	8	5	5	0	3	0	1	0	0	0	4	8	6	10	0									5	32	26	53	42	37	24
Result of annual monitoring	0	0	0	0	0	2	0	1	0	1	0	0	0	0	0	0									5	1	3	3	3	4	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									5	21	2	0	2	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>27</b>	<b>117</b>	<b>68</b>	<b>84</b>	<b>80</b>	<b>101</b>	<b>45</b>



	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								
<b>Audit</b>	27	29	18	3	2	0	0	13	16	59	43	47	18	8	5	12								
<b>Total</b>	31	58	45	15	2	0	1	29	41	94	86	87	38	21	9	12								

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	37
51	184	135	136	123	257	43
164	278	278	303	228	489	80



	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									
<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															16	51	62	66	115	104	30			
<b>Number of programmes considered</b>	8	5	6	13	20	18	6	15	13	20	28	17	9	24	11	6																		25	97	109	141	179	169	50