

Approval process

The Department continues to schedule visits for the 2012-2013 academic year. To date, 39 visits (covering 99 programmes) have been scheduled. The deadline for finalising visits in the 2012-2013 academic year is 31 December 2012. Reminders have been communicated to education providers via the Education Update and at recent seminars.

The scheduling of required social worker visits in the 2012-2013 academic year has been very successful. Only one out of the required 20 visits still remains unscheduled. A number of visits to FE colleges have been grouped together with their validating body (reducing the overall number of visits) and two additional visits have been brought forward due to new provision. A number of individual programmes have also been withdrawn.

Social worker and Approved Mental Health Professional (AMHP) programmes requiring a visit in the 2013-2014 and 2014-2015 academic years have been asked to schedule their visits by 31 January 2013. To date, 18 visits (37%) have now been scheduled in 2013-14 and 5 (12%) have been scheduled in 2014-15.

Annual monitoring process

The Department has spent the past few months scheduling annual monitoring for the 2012-2013 academic year. All education providers have now been contacted to confirm their individual requirements for this year and the first submissions are expected at the end of November 2012. Plans for the annual monitoring assessment days are also underway.

Major change process

The number of major change notifications received since September continues to be slightly higher than anticipated. The majority continue to be progressed within our service levels.

Complaints process

The Department has received three new complaints since the last Committee meeting. The issues raised were outside of the scope of our education providers' complaints process so we were unable to investigate (e.g. about the academic judgement of an education provider; about an issue not related to our standards of education and training and raised with us before the internal education provider's complaint procedure had been used). There are currently no outstanding complaints.

See appendix one for more information on the above operational processes.

Partners

The Department continues to engage in visitor recruitment activities to backfill vacancies in existing professions as well as preparing for new areas of work (e.g. independent prescribing and AMHPs). Interviews are scheduled for December 2012, with new visitor training taking place in February 2013 for successful candidates.

The Department has begun the annual round of visitor refresher training. Three sessions are planned across October and November 2012. The sessions include updates on the visitor role in our monitoring processes, practice placements and the peer appraisal system, as well as the opportunity to feed into the current service user involvement consultation.

Education seminars

The Department has delivered the first three of the annual round of education seminars. There are six more to deliver between November 2012 and February 2013.

This year we have made a number of changes to the delivery of the education seminars to address both the increase in the number of professions that we now regulate and address previous demand to attend our seminars. We have increased the number of seminars

that we are holding by 50%, from 6 to 9. We have run social worker specific seminars to recognise the different level of awareness with our processes. We have also increased the capacity at our general seminars, from an average of 30 to an average of 50. We are re-running sessions (with enhancements based on attendee feedback) which were popular in previous years and are cross checking previous attendee lists to ensure a new pool of people can be reached. A number of general seminars have still reached capacity though, and we have had to adopt a reserve list. The sign up numbers are below;

Date	Location	Area	Attendees
3 October 2012	London	Social work	22
4 October 2012	London	Student FTP	49
11 October 2012	Liverpool	Social work	18
29 November 2012	Newcastle	Placements	51
6 December 2012	Leeds	Social work	16
11 December 2012	Belfast	Student FTP	17
24 January 2013	Edinburgh	Placements	45
31 January 2013	Cardiff	Student FTP	52
1 February 2013	London	Placements	50

Publications

The Education Annual Report 2011 was published on 20 September 2012 and is available on our website at: www.hcpc-uk.org/publications/ Copies were circulated to all programme leads with Education Update in October 2012.

The Department is currently undertaking an analysis of the activities in the 2011-2012 academic year, for inclusion in the Education Annual Report 2012. The report is due to come to the March 2013 meeting of the Committee.

Liaison with stakeholders

The eleventh issue of the Education Update was distributed to education providers, visitors and other education stakeholders in

week commencing 1 October 2012 and is available on the HCPC website at: <http://www.hcpc-uk.org/education/update/>
The following articles were included:

- Approval visits in the 2012–13 academic year
- Education annual report 2011
- Annual monitoring 2012–13
- Education seminars
- Standards of education and training – further information section
- Pass-lists for approved programmes
- Advertising guidelines for education providers
- Social workers in England join the HCPC Register
- Approved mental health professionals
- Student fitness to practise and registration
- Social work student suitability scheme
- Consultation on service user involvement in education and training programmes approved by the HCPC
- Updating the profession-specific standards of proficiency
- Independent prescribing for chiropodists / podiatrists and physiotherapists
- Council for Regulatory Excellence publishes review of our performance
- We have changed our name
- Partner recruitment
- Registration renewal reminder

Members of the Department met with the following groups between September – November 2012:

- The Department for Education (Social Work Workforce Team)
- Approved Mental Health Professionals stakeholder group
- The College of Social Work
- The Higher Education Academy
- The Nursing and Midwifery Council
- Academic Registrars Council – Subjects Allied to Medicine group
- The Care Council for Wales

- Northern Ireland Social Care Council
- The Scottish Social Services Council

Education Department work plan 2012-13

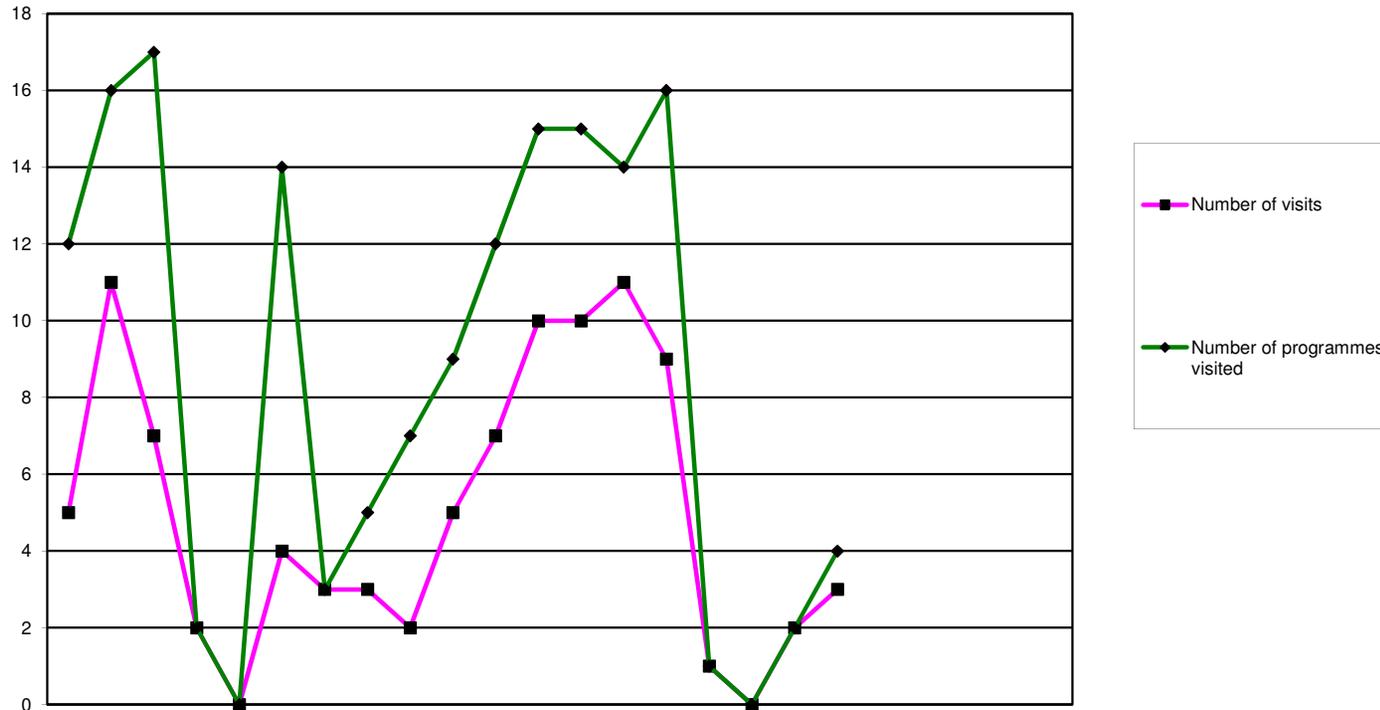
Appendix 2 provides a six month update on the delivery of the current annual workplan. Approximately 13% has been completed; 60% are on track to be delivered to deadline and 15% are due to start in the second half of the financial year.

Employees

The Department has recruited a replacement Education Officer following Niall Lennon's resignation and departure in September 2012. They are due to start in December 2012. Two new Education Officers have also been recruited to join the Department in January 2013. This will bring the total number of Department employees to 18. The Department will shortly begin to arrange maternity cover for Abigail Gorringer from February 2013.

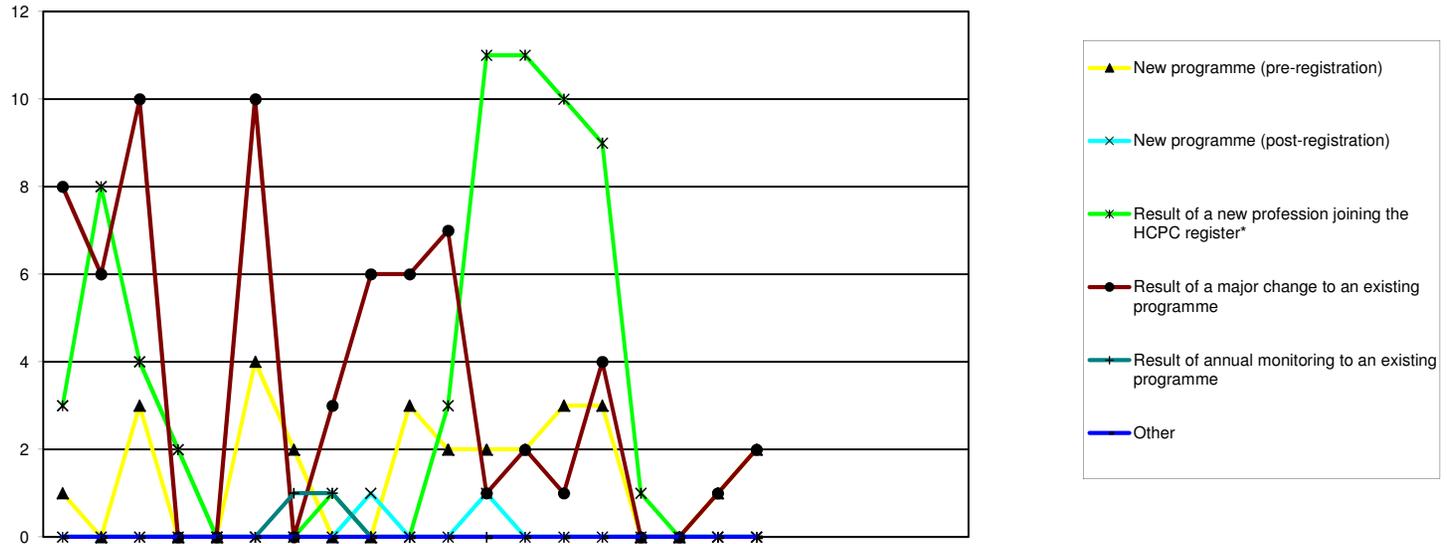
Appendices

Appendix 1 - Education management information statistics
Appendix 2 - Update on the 2012-2013 work plan



	2011			2012									2013											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Overview of approval visits																								
Number of visits	5	11	7	2	0	4	3	3	2	5	7	10	10	11	9	1	0	2	3					
Number of programmes visited	12	16	17	2	0	14	3	5	7	9	12	15	15	14	16	1	0	2	4					

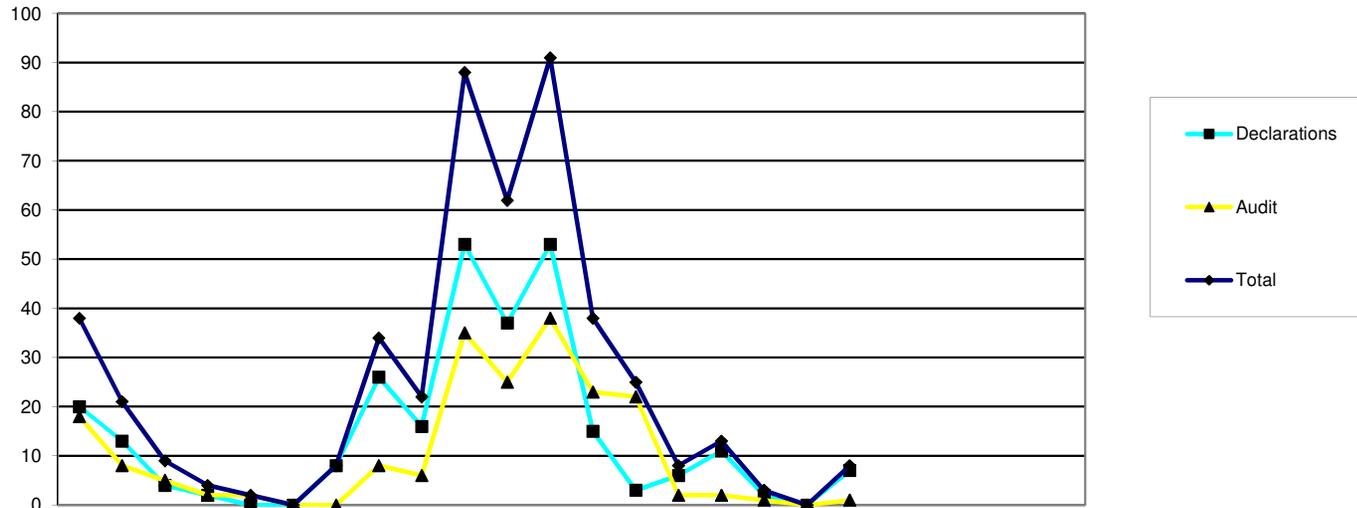
2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13
FYE	FYE	FYE	FYE	FYE	FYE	FYE	YTD
0	101	63	42	38	58	59	36
27	117	68	84	80	101	112	52



Reason for programme visited	2011			2012											2013										
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
New programme (pre-registration)	1	0	3	0	0	4	2	0	0	3	2	2	2	3	3	0	0	1	2						
New programme (post-registration)	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0						
Result of a new profession joining the HCPC register*	3	8	4	2	0	0	0	1	0	0	3	11	11	10	9	1	0	0							
Result of a major change to an existing programme	8	6	10	0	0	10	0	3	6	6	7	1	2	1	4	0	0	1	2						
Result of annual monitoring to an existing programme	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0							
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
Total	12	14	17	2	0	14	3	5	7	9	12	15	15	14	16	1	0	2	4						

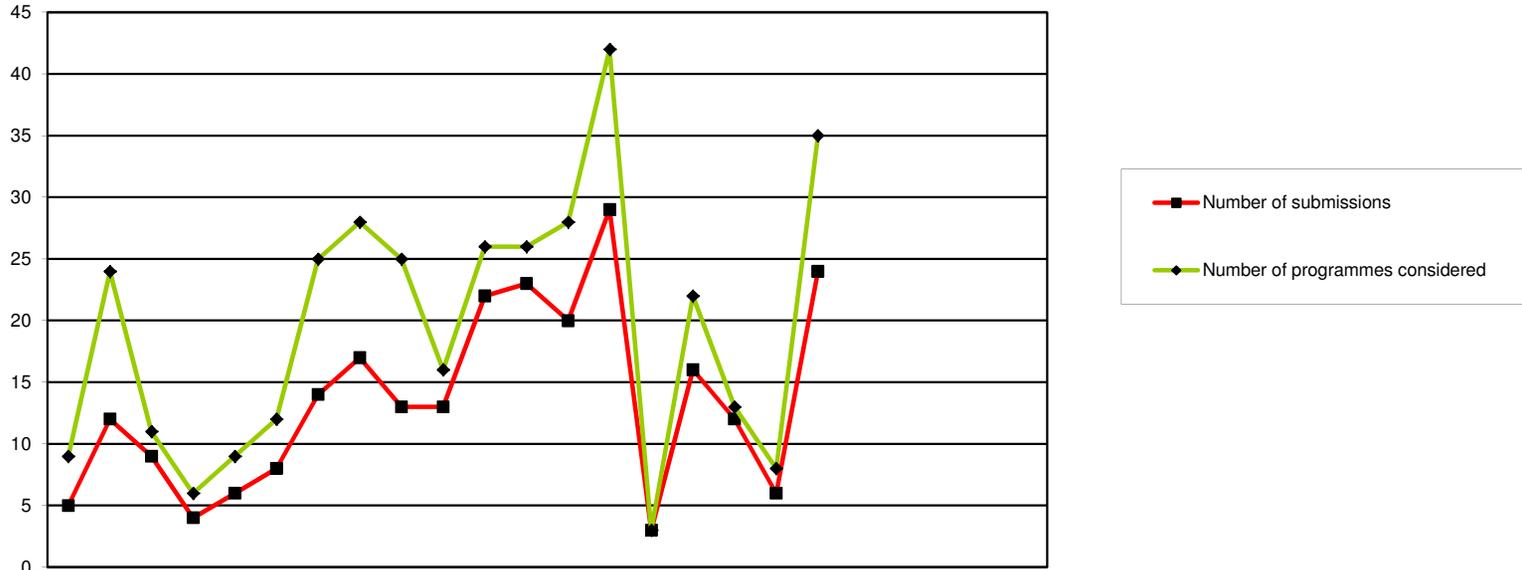
2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13
FYE	FYE	FYE	FYE	FYE	FYE	FYE	YTD
0	18	32	21	25	29	17	11
7	29	1	7	1	0	2	0
5	16	4	0	7	31	32	31
5	32	26	53	42	37	57	10
5	1	3	3	3	4	2	0
5	21	2	0	2	0	0	0
27	117	68	84	80	101	110	52

* - Practitioner psychologists July 2009 - July 2012
 - Hearing Aid Dispensers April 2010 - July 2012
 - Social workers in England August 2012 - July 2015



Annual monitoring submissions	2011			2012									2013												
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Declarations	20	13	4	2	0	0	8	26	16	53	37	53	15	3	6	11	2	0	7						
Audit	18	8	5	2	2	0	0	8	6	35	25	38	23	22	2	2	1	0	1						
Total	38	21	9	4	2	0	8	34	22	88	62	91	38	25	8	13	3	0	8						

2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13
FYE	FYE	FYE	FYE	FYE	FYE	FYE	YTD
113	94	143	167	105	232	232	44
51	184	135	136	123	257	147	51
164	278	278	303	228	489	379	95



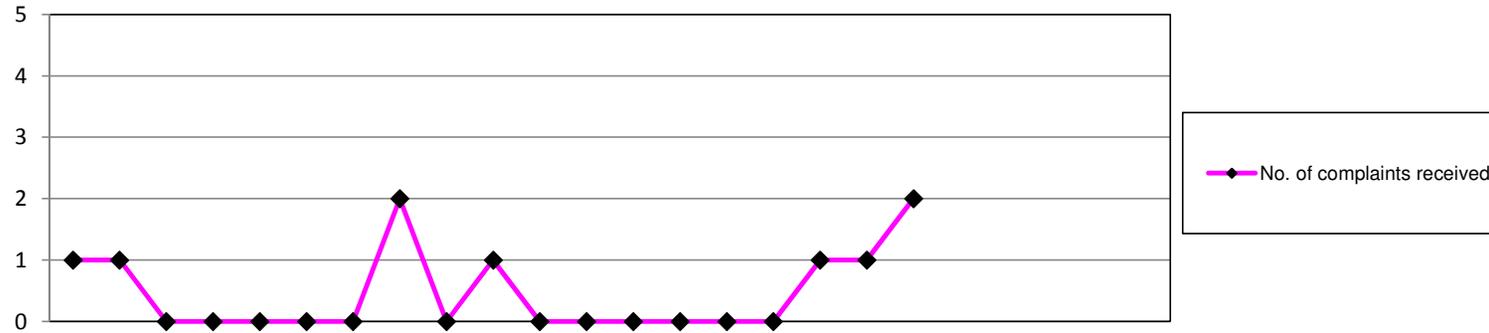
	2011			2012						2013															
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Major change submissions																									
Number of submissions	5	12	9	4	6	8	14	17	13	13	22	23	20	29	3	16	12	6	24						
Number of programmes considered	9	24	11	6	9	12	25	28	25	16	26	26	28	42	3	22	13	8	35						

2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13
FYE	FYE	FYE	FYE	FYE	FYE	FYE	YTD
16	51	62	66	115	104	146	110
25	97	109	141	179	169	217	151

Health and Care Professions Council

Complaints about approved programmes April 2011 - March 2013

Education Department



	2011			2012									2013											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
No. of complaints received	1	1	0	0	0	0	0	2	0	1	0	0	0	0	0	0	1	1	2					
Complaints outcomes	Directed visit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
	Approval process	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0					
	Major change process	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
	Annual monitoring process	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
	Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
	Unsubstantiated	1	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	1	0	2				
	Pending	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					

	2009/10 FYE	2010/11 FYE	2011/12 FYE	2012/13 FYE
No. of complaints received	6	5	5	4
No. of approved progs	480	623	644	632
% progs affected by complaints	1.3%	0.8%	0.8%	0.6%

Update on the 2012-2013 work plan

The following table summarises the progress in achieving the key areas included in the 2012-2013 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 (1 Oct 2012)
Operational processes			
Approval process	April 2012	March 2013	Estimated 49 approval visits in first half of 2012-13 Actual number of approval visits = 31(37% variance)
Annual monitoring process	April 2012	March 2013	Estimated 2 annual monitoring days in first half of 2012-13 Actual number of days = 2 Estimated 22 postals in first half of 2011-12 Actual number of postals = 24 (8% variance)
Major change process	April 2012	March 2013	Estimated 47 notifications in first half of 2012-13 Actual number of notifications = 74 (55% variance) Estimated 36 submissions in first half of 2012-13 Actual number of submissions = 55 (53% variance)
Complaints process	April 2012	March 2013	Estimated 4 complaints in first half of 2012-13 Actual number of complaints = 2 (50% variance)
Approval process review	April 2012	March 2013	Complete <ul style="list-style-type: none"> • Administrative changes to internal documents and template emails/letters • Improved guidance to executive around negotiating conditions deadline with education providers • Final notification letters to be sent electronically to all education providers from September 2012 onwards
Annual monitoring review	April 2012	March 2013	On track
Major change review	April 2012	March 2013	On track
Complaints process review	April 2012	March 2013	Delayed <ul style="list-style-type: none"> • Amended start to October 2012
Supporting activities			
Annual report 2011	April 2012	Sept 2012	Complete

Area of work	Start Date	End Date	Progress report (1 Oct 2012)
			<ul style="list-style-type: none"> Published and circulated in September 2012
Annual report 2012	Oct 2012	March 2013	On track
Education process documents <ul style="list-style-type: none"> – SETs & SETs guidance – Approvals supplementary information – Annual monitoring supplementary information – Major change supplementary information – Introduction to education 	April 2012	August 2012	Complete <ul style="list-style-type: none"> Published in August 2012
Advertising guidelines	April 2012	August 2012	Complete <ul style="list-style-type: none"> Published in August 2012
A disabled person's guide	April 2012	March 2013	On hold in Policy & Standards workplan
Website review and maintenance	April 2012	March 2013	On track <ul style="list-style-type: none"> Changes made for social workers in England in August 2012
Education seminars	April 2012	Feb 2013	On track <ul style="list-style-type: none"> 9 seminars planned in second half of 2012-13
Visitor recruitment & selection (existing professions)	Sept 2012	Dec 2012	On track <ul style="list-style-type: none"> 8 vacancies being recruited to in second half of 2012-13
Visitor recruitment & selection (social workers)	April 2012	Aug 2012	Withdrawn <ul style="list-style-type: none"> No contingency recruitment needed in 2012-13
Visitor recruitment & selection (independent prescribing)	Sept 2012	Dec 2012	On track <ul style="list-style-type: none"> 8 vacancies being recruited to in second half of 2012-13
Visitor recruitment & selection (AMHP)	Sept 2012	Dec 2012	On track <ul style="list-style-type: none"> 10 vacancies being recruited to in second half of 2012-13
Visitor training (new)	Jan 2013	Mar 2013	On track <ul style="list-style-type: none"> Training sessions scheduled for Feb 2013
Visitor training (refresher)	Sept 2012	Dec 2012	On track <ul style="list-style-type: none"> Training sessions scheduled for Oct & Nov 2013

Area of work	Start Date	End Date	Progress report (1 Oct 2012)
Visitor training (independent prescribing)	Jan 2013	Mar 2013	On track <ul style="list-style-type: none"> • Training sessions scheduled for Feb 2013
Visitor training (AMHP)	Jan 2013	Mar 2013	On track <ul style="list-style-type: none"> • Training sessions scheduled for Feb 2013
Education & Training Committee (support & training)	April 2012	March 2013	On track <ul style="list-style-type: none"> • Away day session scheduled for 14 November 2012
Education & Training Panel (support & training)	April 2012	March 2013	Delayed
Education update	April 2012	March 2013	On track <ul style="list-style-type: none"> • First edition circulated in May 2012. Second edition planned for circulation in October 2012
HCPC organisation wide communications <ul style="list-style-type: none"> – HCPC In-Focus – RSS feeds – Online news articles / press releases – Social media 	April 2012	March 2013	On track <ul style="list-style-type: none"> • Articles around annual report and social workers included in HCPC in-focus • Online news articles / press releases around prescribing changes • Social media activity around seminars
Stakeholder meetings	April 2012	March 2013	On track <ul style="list-style-type: none"> • Regular meetings and presentations with education stakeholders • New meetings held with The College of Social Work and the three Care Councils in Scotland, Northern Ireland and Wales
Development work (current professions)			
SET 1	April 2012	March 2013	On hold in Policy & Standards workplan
New post registration qualifications/annotations to the register	April 2012	March 2013	On track <ul style="list-style-type: none"> • Limited operational work for Department in 2012-13
Standards of proficiency (profession specific phase)	April 2012	March 2013	On track <ul style="list-style-type: none"> • Communications focus to work in first half of 2012-13 • Increased operational focus to work in second half of 2012-13
Extension and changes to prescribing rights	April 2012	March 2013	On track <ul style="list-style-type: none"> • Communications focus to work in first half of 2012-13

Area of work	Start Date	End Date	Progress report (1 Oct 2012)
			<ul style="list-style-type: none"> Increased operational focus to work in second half of 2012-13
Student voluntary registration and fitness to practice	April 2012	March 2013	<p>On track</p> <ul style="list-style-type: none"> Communication focus to work in first half of 2012-13 following the consultation Launch of social work suitability scheme in August 2012
Student engagement strategy development	April 2012	March 2013	<p>On track</p> <ul style="list-style-type: none"> Limited activity within Department in first half of 2012-13
Service user involvement in education and training	April 2012	March 2013	<p>On track</p> <ul style="list-style-type: none"> Communications focus to work in first half of 2012-13, which is intended to continue into the second half of 2012-13
Development work (new professions)			
Social workers	April 2012	Aug 2012	Complete
Approved mental health professionals	April 2012	March 2013	<p>On track</p> <ul style="list-style-type: none"> Communications focus to work in first half of 2012-13 Increased operational focus to work in second half of 2012-13
Medical herbalists	April 2012	March 2013	<p>On hold</p> <ul style="list-style-type: none"> Awaiting legislation/government policy before engaging in any development work in this area
Public health specialists	April 2012	March 2013	<p>On hold</p> <ul style="list-style-type: none"> Awaiting legislation/government policy before engaging in any development work in this area
Projects (major projects)			
Education systems and processes review	April 2012	Sept 2012	<p>Delayed</p> <ul style="list-style-type: none"> Now expected to complete in Dec 2012
Education system build	Oct 2012	March 2013	<p>Delayed</p> <ul style="list-style-type: none"> Now expected to initiate in Jan 2013
Organisational name change	April 2012	Sept 2012	<p>Complete</p> <ul style="list-style-type: none"> Education products updated and name change communicated to education providers and stakeholders
HR & Partner systems and process review	Sept 2012	March 2013	<p>On track</p> <ul style="list-style-type: none"> Start-up phase begun in Sept 2012

Area of work	Start Date	End Date	Progress report (1 Oct 2012)
Netregulate changes (annotation to the Register)	Sept 2012	March 2013	On track <ul style="list-style-type: none"> Start-up phase begun in Sept 2012
Information security	April 2012	Sept 2012	Delayed <ul style="list-style-type: none"> Now expected to complete in Dec 2012
Medical herbalists	April 2012	March 2013	On hold
Web deployments	Sept 2012	March 2013	Delayed <ul style="list-style-type: none"> Start-up phase expected in November 2012
Student voluntary registration	April 2012	March 2013	Withdrawn
Projects (business-as-usual projects)			
Welsh language scheme	Oct 2012	March 2013	Due to start in October 2012
Hearing aid dispenser approval review	Oct 2012	March 2013	On track <ul style="list-style-type: none"> Project initiated early due to available resource. Report to Education & Training Committee in Nov 2012
Practitioner psychologists approval review	Oct 2012	March 2013	On track <ul style="list-style-type: none"> Project initiated early due to available resource
Watch list clarification	Oct 2012	March 2013	Due to start in October 2012
Education provider feedback	Oct 2012	March 2013	Due to start in October 2012
Education update review	Oct 2012	March 2013	Due to start in October 2012
Partnership with professional and system regulators	Oct 2012	March 2013	Due to start in October 2012
Lay visitor	Oct 2012	March 2013	Project not in original workplan, however decisions from March 2012 Education & Training Committee created a need for further work in this area. It has been scheduled to commence after the peak of social worker transfer activity. It is due to start in October 2012