

**HUMAN RESOURCES DEPARTMENT REPORT
FOR FINANCE AND RESOURCES COMMITTEE 27th July 2004**

Partners Programme

Work continues on all stages of the recruitment and selection process. The pool of partners is currently 500.

Assessor training events in July will mean that the HPC can call on a further 58 assessors. The take up for visitor training has been positive, 150 visitors are booked onto the one day training events in September.

Employee Resourcing

The Director of Fitness to Practise and the new job of Secretary to Committees have been recruited to.

To address workloads in connection with registration appeals, a Registration Officer (International) has been seconded to the Fitness to Practise department for 3 months.

The temporary vacancy in the International team has been advertised internally, interviews will follow in early August.

A meeting has taken place with the Director of Fitness to Practise regarding longer term resources. Work is in progress to finalise the job descriptions for a Team Administrator and to update the Case Manager Job description. These jobs will be advertised in August.

HR Software

This project continues on track. The software is scheduled to be installed on to an HPC server in early August. The implementation support meeting will take place August 11th and user training will follow August 16th.

Admission of ODPs onto the HPC Register

Panel partner interviews will take place in August. A total of 20 prospective partners are being interviewed for all roles on August 11th, 17th and 24th.

Assessor and panel training for this group are planned for September.