

# **The Health Professions Council**

## **INVESTIGATING COMMITTEE**

### **MEETING**

**Tuesday 6<sup>th</sup> December 2005**

**10:00am**

The sixteenth meeting of the Investigating Committee will be held at the following location:

Meeting Rooms 2 and 3  
Health Professions Council  
Park House  
184 Kennington Park Road  
London SE11 4BU

**Sophie Butcher**  
**Secretary to the Committee**  
Thursday 24<sup>th</sup> November 2005

Health Professions Council  
Park House  
184 Kennington Park Road  
London SE11 4BU

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Date  
2005-11-22

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Title  
Investigating Committee Meeting  
Agenda 6th December 2005

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

### Agenda – Part One – Open to Members of the Public

1. **Election of the Chairman and Deputy-Chairman**  
From the Secretary to the Committee – Sophie Butcher Enclosure 1  
Paper IC24/05
2. **Apologies for Absence** Verbal
3. **Approval of Agenda**
4. **Minutes of the Investigating Committee meeting held on Thursday  
8<sup>th</sup> September 2005** Enclosure 2  
Paper IC25/05  
From the Secretary to the Committee – Sophie Butcher
5. **Matters Arising** Verbal
6. **Director of Fitness to Practise Report** Enclosure 3  
Paper IC26/05

### Items for Discussion/Approval

7. **Dates of the Investigating Committee Meetings 2006/2007** Enclosure 4  
From the Secretary to the Committee – Sophie Butcher Paper IC27/05
8. **Resolutions to adopt if a practice committee (Health, Investigating  
or Conduct and Competence) requires to hold a meeting in private  
session** Enclosure 5  
Paper IC28/05  
From the Secretary to the Committee – Sophie Butcher
9. **Requesting Patient Information** Enclosure 6  
From the Director of Fitness to Practise – Kelly Johnson Paper IC29/05  
(to follow)
10. **Making a complaint about a Health Professional** Enclosure 7  
From the Director of Fitness to Practise – Kelly Johnson Paper IC30/05
11. **Reporting a concern to the Health Professions Council** Enclosure 8  
From the Director of Fitness to Practise – Kelly Johnson Paper IC31/05
12. **Introduction to the Case Management Strategy** Enclosure 9  
From the Director of Fitness to Practise – Kelly Johnson Paper IC32/05

### Items to Note

13. **HPC Performance Appraisal System for Panel Members and  
Panel Chairs** Enclosure 10  
From the Partners Manager – Liz McKell Paper IC33/05

**Items for Information**

14. **Case to Answer Referral Form for Panel Chairmen**  
From the Director of Fitness to Practise – Kelly Johnson
15. **Any Other Business**  
Previously Notified to and Agreed by the Chairman
16. **Date & Time of Next Meeting**  
11:00am Monday 23 January 2006
- Enclosure 11  
Paper IC34/05



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