

RWPN Registration & Professional Standards Committee Meeting

Thursday 30th June 2022 2-4pm via Microsoft Teams

Present: Roger Cowell, Bev Donn, Josh Feehan, Mark Gray, Amanda Labbett (minutes), Brenda Smart (Chair), Paddy Toner

In attendance: Simmone Miller, Simon Labbett

Apologies: John Fearn-Webster,

Not present: Nickki Sadler, Simon Wadsworth

1. Welcome and Apologies

Lisa Petrie had been invited to attend as a proposed Habilitation Specialist member, but was unable to join the meeting.

2. Declarations of Interest

There were no declarations of interest

3. Matters arising from Minutes of last meeting

The minutes were accepted as a true record.

Proof of Qualification policy and non-register members: There are currently 19 non-register members, and AL gave an update on the queries which had arisen due to submission of irregular evidence. There was discussion around the best way forward to ensure all members can be on the register, and suggestions were made for various scenarios. It may be possible to find out if records for non-existent training providers are available within other organisations, for those who qualified a long time ago and no longer have certificates.

Committee were happy to accept written statements from line managers/HR to state that they were satisfied with qualifications upon employment - the point was also made that an employed worker would have been receiving supervision during this employment period thus endorsing competencies.

It was agreed that AL would contact the 19 non-reg members to offer support.

ACTION: MG explore potential archived qualifications **AL** contact members

BCU professional registration issue [SL joined the meeting here]: we had received no reply from the email sent to the department head at BCU, but SL reported a conversation he had indicating how busy the staff are. He proposed asking JFW to liaise with them personally.

ACTION: JFW liaise with BCU staff in person

4. Criteria and process for course recognition

Draft paper circulated prior to meeting - E&OE Mg talked through the main points and committee had the opportunity to comment. At present, we would only be dealing with stages 1-3; stages 4-5 could happen only when we are at a stage of readiness for inspections, which would incur costs due to required time and travel. Similar organisations charge a fee for this process in the region of £1.5k-£3k, so this is something we would have to consider.

Discussion followed regarding the continuity of provision at BCU and the difference of support and experience offered to apprentices and self-funders; it was felt that this should be checked at stage 2 in order to identify any gaps and go back to the provider if necessary. The question was asked whether providers have a say in what should be looked at; it was felt that at the start of the programme they would not. We need to start by looking at where they are now and what is happening, via the paper audit, then move on to dialogue. Action is needed on this very soon as new courses will be coming, and it was agreed that this is good mechanism for bringing issues to the attention of providers. It was also suggested that within the audit it might be possible to involve a panel of recent students to evaluate what they had received.

It was proposed that a Course Recognition Group go forward with this document and feed back at the next meeting. JF offered to contribute with regard to capturing user voice.

ACTION: MG, JFW, NS and SL continue this work

5. Revised apprenticeship standard (England)

Document and comments from SL circulated prior to meeting

Concerns re grade 2 Braille and Functional Assessment of those with complex needs. It was thought that the latter would be covered at Level 6 and that this is a benchmark for the newly-qualified; however, it was acknowledged that there was need for further training opportunities in this area as the Level 6 top-up is an expensive option for LAs.

SL encouraged everyone to make their comments within the formal consultation process, but also offered to take particular comments to the IfATE working party.

A general endorsement of the Rehab component was given, and it was agreed that BD and LP would liaise with Hab

ACTION: BD, LP look at Hab component of the Standard and liaise with relevant parties, including the employer involved (Devon CC)

6. Review of RWPN's CPD process.

Paper circulated prior to meeting

SL pointed out that our CPD procedures were well-received by the PSA so there was no external requirement for change, and there is also no urgency as no changes would be necessary before January; however, changes were needed to make it a more manageable and obvious process for all involved. SM highlighted some of the issues she found as an assessor, and MG outlined his experience of another profession's CPD process. It was agreed that it would be useful to share this to help in forming our own changes.

ACTION: MG share nursing's CPD **SL** continue with review

7. Professional Standards Authority

AL updated committee on actions taken with submitting responses to Condition 11 and 6 - these documents will be shared with the committee.

Although we now have enough members of this committee to cover all roles required in a full complaint process, it was agreed it would still be beneficial to recruit more members.

As part of monitoring the accuracy of the Register, individual committee members will be asked to 'inspect' it at regular intervals.

8. AOB

There was no other business

9. Future Meetings

Full committee Thursday 22nd September 2pm - 4pm

Sub groups/working parties to make their own arrangements