



**Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh**

Regulating Health +
Social Care Professionals

Disciplinary Committees Fitness to Practise

Specifications and Requirements for Registrants June 2021

An Chomhairle um Ghairmithe Sláinte agus Cúraim Shóisialaigh
Health and Social Care Professionals Council



About CORU

CORU is Ireland's multi-profession health regulator. Our role is to protect the public by promoting high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

CORU was set up under the Health and Social Care Professionals Act 2005 (as amended). It is made up of the Health and Social Care Professionals Council and the Registration boards, one for each profession named in the Act.

Disciplinary Committees for Fitness to Practise

As part of its statutory objective to protect the public, CORU requires people to sit on Disciplinary Committees to make decisions on Fitness to Practise complaints. These Committees have been established under Part 6 of the Health and Social Care Professionals Act, 2005 (as amended).

There are two distinct panels of Committees:-

1. Preliminary Proceedings Committee
and
2. Committees of Inquiry
 - a. Professional Conduct Committees
 - b. Health Committees

CORU now invites expressions of interest from suitably qualified and experienced registrants who are interested in being appointed to sit as Panel Members on either of these Committees.

A person may only be appointed to one of the Disciplinary Committees but may apply for more than one.

Preliminary Proceedings Committee

When a complaint has been received by CORU, it goes to the Preliminary Proceedings Committee.

The Preliminary Proceedings Committee looks at each complaint received by CORU to decide whether:

- it should be referred onwards for resolution by mediation OR
- for hearing to a Committee of Inquiry OR
- no further action should be taken.



The Preliminary Proceedings Committee sits in private and can consider several complaints in a single meeting.

Committees of Inquiry

If it is decided that the complaint requires further action and is not suitable for mediation or there is no consent to mediation, the complaint will go before a Committee of Inquiry. This may be a Professional Conduct Committee or a Health Committee.

The Committee of Inquiry (the Professional Conduct Committee or the Health Committee – depending on the nature of the complaint) will be made up of three people:

- one registrant from the same profession as the registrant against whom the complaint is made,
- one registrant from another profession and
- one non-registrant (Chairperson).

Hearings will be similar to hearings before a Court or tribunal. In brief, at a hearing the Professional Conduct Committee or the Health Committee hears evidence from the parties to a complaint and ultimately decides, having considered the evidence, if there is an impairment to practise on the part of the Registrant who has been complained about.

Professional Conduct Committee hearings are normally held in public. Health Committee hearings are normally held in private.

Responsibilities for the role of Panel Members

Panel Members will work together to consider information and evidence presented to them as the Disciplinary Committee.

Panel members will demonstrate fairness and consistency in the application of the principles of natural justice and high quality regulation.

The Disciplinary Committee will have to reach well-reasoned and fair decisions within the parameters of Part 6 of the Health and Social Care Professionals Act 2005 (as amended).



Members are appointed to a Disciplinary Committee for a period of four years and shall be eligible for reappointment, to a maximum of eight years in total.

Specific tasks of a Panel Member include:

- Considering allegations of impairment of fitness to practise for individual health and social care professionals (registrants).
- Contributing to a collaborative decision making process in respect of a fitness to practise complaint about a registrant.
- Considering information and evidence from a range of sources and provide clear and consistent decisions.
- Attending meeting/hearings when required to.
- Proactively working with other Panel Members and CORU to ensure complaints completed in the scheduled time.
- Maintaining competence in Panel Member skills by attending training provided by CORU, and keeping up to date with changes in processes or procedures notified by CORU.

Requirements

Categories of Applications

If you are expressing an interest as a registrant member you must have a current CORU registration with the appropriate Registration Board for your profession.

Skills, Knowledge and Abilities

Essential

You must be able to:

- Demonstrate the importance of upholding public interest or any experience where you have contributed to Public accountability, in particular any experience of a regulatory environment.
- Show the ability to make objective decisions that display sound judgement.
- Have leadership skills and experience.
- Have excellent written and oral communication skills and interpersonal skills.
- Please show us how you meet these requirements including your ability to engage a range of stakeholders.
- Manage to analyse and grasp the detail of large amounts of information.



- Demonstrate strategic thinking in either your professional career or any other capacity.

Desirable

- Demonstrable ability of participation in quasi-judicial proceedings, tribunals or in similar situations.
- Demonstrable ability of conducting meetings and/or drafting formal reports.
- Proven knowledge of the legal and/or policy context affecting delivery and development of professional practice in a health or social care setting.

Time commitment

Currently, the time commitment for attendance is in the region of 10 to 15 working days each year with additional time for reading. This may include training days.

CORU is under no obligation to provide a Panel Member with any guaranteed minimum number of days per annum.

Due to the specific requirements of a variable caseload, there is no guarantee of the amount of work offered to individual panel members.

Training

CORU is committed to the training of Disciplinary Committee Panel Members. If your expression of interest to become a Panel Member is successful you will receive training for this role.

Panel members must complete an induction training programme before commencing panel work, and to attend refresher training events as required by CORU.

Panel Members will not receive payment from CORU for attending training.

Fee and expenses

The role of panel members attracts a daily fee of €300 per day. If it is appropriate, half day payments may also be paid.



Payments to Panel Members are subject to the "one person one salary" principle, as recommended by the Review Body on Higher Remuneration in the Public Sector in 1972.

Some expenses may be claimed by Panel Members provided they are properly vouched and submitted on the appropriate Panel Members invoice.

It is acknowledged by the Panel Member that he or she is not an employee of CORU. Each Panel Member provides his or her services to CORU as an independent contractor.

How to Express Your Interest:

If you wish to apply for the role of Preliminary Proceedings Committee member and/or Committee of Inquiry member, **please complete the official application form, which is available on the vacancies section of the CORU website.**

Please send the completed application form to recruitment@coru.ie

For further information on CORU, please visit www.coru.ie.

Data Protection

CORU will process any personal data provided by you in connection with an application for this role in accordance with the General Data Protection Regulation and the Data Protection Acts 2018. The data will be kept for no longer that is necessary for the purposes for which that data are processed, and it shall be kept in a manner that ensure appropriate security of the data including the unauthorised or unlawful processing of data.

If your application is successful for the role as external member on a Disciplinary Committee, then your personal data will continue to be processed in accordance for the specified reason of Committee membership and your data will not be held longer than is necessary. CORU may disclose the data that you provided on the application form to external sources for the following reasons – where there is an external assessor assisting in the shortlisting for the vacancy on the Committee to which you have applied, and to internal and external auditors.