



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Job Specification Review Team

About CORU

CORU regulates Health & Social Care Professionals. 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 comprises the Health and Social Care Professionals Council and individual Registration Boards, one for each profession named in the Act.

The professions are; clinical biochemists, dietitians, dispensing opticians and optometrists, medical scientists, occupational therapists, orthoptists, podiatrists, physiotherapists, psychologists, radiographers and radiation therapists, social care workers, social workers, speech and language therapists and counsellors and psychotherapists. In the future, the Minister for Health may add other professions to be regulated by CORU.

Education Review Team

One of the functions of a Registration Board is to approve and monitor education and training programmes. A Registration Board must be satisfied that a programme is suitable for the education and training of candidates for registration. The approval and monitoring of programmes are based on the criteria for education and training programmes and standards of proficiency for the profession.

Members of a review team are appointed by the Council to assist Registration Boards in performing its functions under Part 5 of the Act. Education and training review teams assist a Registration Board to perform its function of determining whether a programme is suitable for the education and training of candidates for registration in its register. This requires reviewers to evaluate the evidence offered by a provider of education and training programmes and then to determine whether that evidence demonstrates that the programme meets the criteria for education and training programmes and standards of proficiency set out by the relevant Registration Board.

A review team may comprise up to six members drawn from some or all of the following groups: academics, practitioners and the public.

Job Purpose:

Applications for the role of reviewer will be reviewed against the relevant specifications outlined below.



Role:

To visit and assess education and training programmes to determine whether they meet the threshold criteria for education and training programmes and standards of proficiency set by a Registration Board for approval.

Specific tasks of the review team member will include:

- Attend training, team meetings and visits with an education provider. Please note, meetings may comprise of a combination of in-person and virtual sessions. Review Team members will be notified well in advance of this scheduling.
- Read documentary evidence and note any comments/questions/areas that need to be probed further.
- Review the relevant documentation in depth and prepare relevant questions on assigned topic(s).
- Attend a conference call/meeting normally one month before the visit to the education institute.
- Request for additional sessions on visit schedule if necessary.
- Attend a private session set aside for review team on the morning of the visit.
- Review any additional evidence received since conference call.
- Prepare comments on the evidence & identify areas where further evidence is required.
- Agree questions for the visit.
- Ask questions during the visit.
- Participate in the methodical analyses of the evidence presented against the criteria and standards.
- Contribute to the review team's draft report.
- Agree the review team's final report.

Essential Requirements:

You must be able to demonstrate:

- Experience of considering a wide range of written and oral information to make fair, reasoned and evidence-based decisions.
- Experience of working in teams or panels to reach reasoned and evidence-based decisions.
- Experience of explaining reasoned decisions both orally and in writing, particularly including report writing.
- Experience of precise question-asking, and ability to remain neutral and formal in tone while dealing with stakeholders.
- Strong interpersonal skills and a proven ability to work collaboratively and constructively



with others.

- Ability to communicate individual and team views clearly, logically, and with reference to the evidence and criteria/standards.
- Ability to work in reference to the evidence and criteria/standards and to remain within purview.
- Experience of acting in the public interest or advocating on behalf of the public.
- Ability to commit to the timescale required and work to a timeline. Able to commit to the workload and be reasonably flexible, to be reached within a reasonable timeframe.
- Capacity to attend both in-person and virtual meetings, and access to a strong internet connection in the latter case.
- Proficient in Microsoft Office products and taking part in video conferences.

Below are some additional requirements for prospective Academic, Practitioner and Chairperson applicants;

Academic Requirements:

- Experience of delivery and assessment of the core professional elements of education and training programmes in the profession of the programme activity.
- Experience of participating in quality assurance reviews of education and training programmes.
- Registration in the profession of the programme activity in the relevant jurisdiction.
- Employed actively in the profession or having had retired no more than five years before the programme activity.

Practitioner Requirements:

- Experience of practice education and training provided in the profession of the programme activity.
- Experience of practice in the Republic of Ireland unless otherwise advised by the Registration Board.
- Registration in the profession of the programme activity in the relevant jurisdiction.
- Employed actively in the profession or having had retired no more than five years before the programme activity.

Chairperson Requirements:

- Must be from a profession other than the profession of the programme activity.
- Experience of leading teams or panels to reach reasoned and evidence-based decisions.
- Experience of the education and training of professionals.
- Experience of chairing meetings to a schedule with good timekeeping skills, to a collaboratively reached final decision, while remaining within purview.



Desirable Requirements:

- (Academic Only) Programme Director of a course for the profession of the programme activity.
- Experience working on an interview panel.

Time Commitment:

Reviewers must carry out their tasks within the timescales set by CORU and to a reasonable and appropriate standard.

Reviewers must be available for the duration of the activity assigned to them. This will include preparation/reading time prior to a visit and post visit work.

The following is an indication of the commitment required to carry out an activity:

Activity	Approximate Time
Training	1 day
Preparatory Work	8 to 16 hours spread over 4 to 6 weeks. 1 to 2 days review team evaluation day*
Visit	Normally 2 days (but can vary from 2-4 days)* *Please note that the evaluation day and visit may be held online or in person (at the CORU offices or at the premises of the education provider).
Post-visit	2 to 3 hours across 2 to 3 days.

Training:

All review team members will be provided with appropriate training prior to undertaking any activity. All approved candidates will be expected to attend training.



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Fee and Expenses:

Reviewers will be paid a fee as approved by Council. These rates may be amended from time to time on the approval by Council. Reviewers will be required to invoice CORU for their fee on receipt of a purchase order.

Payments to reviewers are subject to the “one person one salary” principle, as recommended by the Review Body on Higher Remuneration in the Public Sector.

The fee for reviewers not subject to OPOS currently approved by Council is €1,000 per activity, or €1,500 per activity for Chairpersons.

Travel and subsistence (T&S) allowances are payable only in respect of necessary business journeys on behalf of CORU. This will be in line with CORU T&S policy which will be made available to successful candidates.

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 than 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 this role, then your personal data will continue to be processed in accordance for the specified reason of the vacancy that you have applied to, and your data will not be held longer than is necessary. If your application is successful and you accept an offer of employment with CORU, then your personal data will continue to be processed in accordance with CORU personnel file management policy.

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 or during interviews to the post which you have applied, and to internal and external auditors.

If you are interested in applying for this position, please submit a completed application form to review.teams@coru.ie.

This role profile is intended as a basic guide to the scope and responsibilities of the position; it is subject to regular review and amendment as necessary.