



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Health and Social Care Professionals Council

Financial Statements and Annual Report 2013

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Abbreviations and definitions

Act	Health and Social Care Professionals Act, 2005 (as amended)
Board	Registration board
CEO	Chief Executive Officer
Committee	Advisory committee of Council/Board, chaired by a member of Council/Board, which makes recommendations for decision by Council/Board
CORU	Collective Brand name for the Health and Social Care Professionals Council and the 12 registration boards to be established under the Health and Social Care Professionals Act 2005 (as amended)
Council	Health and Social Care Professionals Council
Minister	Minister for Health
Registration Board	An individual registration board for one of the professions covered by the Act
Registrar	the CEO of CORU on behalf of all the Registration Boards
DRB	Dietitians Registration Board
RRB	Radiographers Registration Board
SWRB	Social Workers Registration Board
OTRB	Occupational Therapists Registration Board
SLTRB	Speech & Language Therapist Registration Board

About CORU

CORU is Ireland's multi-profession health regulator. Working in the public interest, 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 is the brand name and logo under which the Health and Social Care Professionals Council and the Registration Boards for the professions collectively operate.

CORU is responsible for the regulation, under the 2005 Act, of the 12 listed health and social care professions, which between them have an estimated 20,000 members. Additional professions may be added by the Minister in the future. For the first time, these listed professions will now be regulated on a statutory basis. They are:

Clinical biochemists	Physiotherapists
Dietitians	Psychologists
Medical scientists	Radiographers
Occupational therapists	Social care workers
Orthoptists	Social workers
Podiatrists	Speech and language therapists

Each profession has its own Registration Board which is responsible for the registration of members of their respective profession.

To date the Minister has established the Social Workers Registration Board, the Radiographers Registration Board, the Dietitians Registration Board, the Speech & Language Therapists Registration Board and the Occupational Therapists Registration Board. The remaining boards will be established on a phased basis. Following an announcement by the Minister of his intention to subsume the Opticians Board into CORU in 2014 CORU will also regulate dispensing opticians and optometrists.

Our Mission

As set out in the Health & Social Care Professionals Act 2005 (as amended), our mission is:

“To protect the public by promoting high standards of professional conduct and professional education, training and competence among registrants of the designated professions”

Our Vision

“Public confidence and protection is secured by CORU’s promotion of high standards through fair and effective regulation of Health and Social Care professionals.”

Our Values

CORU Values



CORU seeks to reflect a set of values that underpin and support the way we work and interact with all our stakeholders. The following values are central to the fulfilment of our mission and vision:

All our decisions, actions and priorities are based on our single focus, to enhance **public safety**.

We demonstrate **leadership** within our sector through a positive, quality and evidence-based approach to our work.

We are committed to **accountability and transparency** in all our processes; decisions, professional conduct, communications and dealings with our stakeholders;

We show **respect and fairness** in our interactions with the public, professionals and all our stakeholders;

We demonstrate **effectiveness and excellence** as an organisation in terms of value for money, efficiency of operations and governance.

We will demonstrate **independence and integrity** in all our dealings with our stakeholders.

Role of the Health and Social Care Professionals Council

The Health and Social Care Professionals Council is a statutory body established by Government to protect the public by promoting the highest standards of professional conduct among the designated health and social care professions.

The Council:

- oversees and co-ordinates the work of the Registration Boards
- enforces standards of practice for registered professionals including codes of professional conduct and ethics
- operates Fitness to Practise
- makes decisions and give directions relating to disciplinary sanctions on registrants.
- is responsible for allocating resources in an efficient and effective way.

Council has 25 members - one nominated from each regulated profession and 13 lay members. The lay members are drawn from the education sector, patient advocacy groups, the voluntary sector and representatives of public and private sector organisations who are concerned with health and social care. The Chairperson is part of the lay majority. All Council and Registration Board Members are voluntary and not in receipt of any Board fees. The Chairman of the Council is in receipt of a designated fee which he has, in keeping with the other members ethos, donated to charity.

Four sub-committees of Council provide specific expertise and advice to the Council and the Executive in the following areas:

- Finance and resources
- Audit, risk and governance
- Registration and education
- Fitness to practise

Role of the Registration Boards

Each profession has its own Registration Board which is responsible for the registration of members of their respective profession.

The separation of functions between Council and the Registration Boards has the benefit of ensuring that each profession to be regulated will have a dedicated body that focuses solely on that professions registration and educational standards thus ensuring input from specific professional expertise.

Each Registration Board is responsible for:

- establishing and maintaining the Register of members of that profession
- assessing and recognising qualifications gained outside the State
- approving and monitoring education and training programmes relevant for entry to the Register
- setting the code of professional conduct and ethics
- setting the requirements for continuing professional development
- With Council approval, establishing bye-laws in respect of their registration and education functions.

Each of the Boards will consist of 13 voluntary members, seven represent the citizen as lay members of the Board, with one each coming from the education sector, public employers and private/voluntary agencies; as well as six members from the respective professions representing educators, managers and providers of services.

When all listed 12 Registration Boards are established for the professions, there will be a total of 156 Board members. Each Board is required to meet at least four times per year, but typically meet 10 times a year, to ensure the progression of the registration of its profession.

Section 2:

Chairperson's Statement



2013 was a busy and productive year for the Health and Social Care Professionals Council (CORU), with important advances made in the development of a regulatory model for health and social care professionals in Ireland.

The ending of the transitional period for social workers on 31 May 2013 was a particularly significant milestone. This is the first time that Ireland has had a statutory register of social workers. The Social Workers Registration Board can be justifiably proud of this achievement which will protect the public by supporting the highest standards of professional conduct and the on-going development of the social work profession in Ireland.

I am pleased to report that a second register opened during the year, for radiographers and radiation therapists. There has been excellent engagement from radiographers and radiation therapists who recognise the importance of an open and well-functioning system of statutory registration. We look forward to continuing to work with them in the year ahead through the Radiographers Registration Board.

Separately, the appointment by the Minister for Health of the Dietitians, Occupational Therapists and Speech & Language Therapists Registration Boards marks significant progress in the establishment of these Registers which will open in 2014.

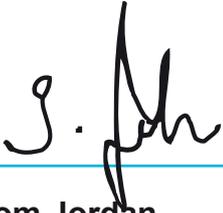
The year also saw the implementation of the amendments which were made to CORU's governing legislation, under the Health and Social Care Professionals Act 2005 (as amended). The principal amendments relate to the appointment of professional nominees to the Council and changes in registration criteria. These amendments are designed to ensure the Council can deliver its mandate in an efficient and effective manner.

The next few years will be challenging for CORU as further Registration Boards are established, continuing professional development is launched for each profession and a fitness to practise regime is introduced. The Council and Executive will continue to be committed to, and practice, the highest standards of corporate governance. The approval and publication of our Statement of Strategy 2013 – 2016 also provides our framework for a robust and effective regulator. I am confident that CORU will make a significant contribution to public safety in the years ahead.

I would like to acknowledge that all members of the Council, its sub Committee's and the individual Registration Boards provide their valuable expertise and time on a voluntary basis. In keeping with this ethos I donated my designated net Chairman's fee to charity. All board members are eligible for travel and subsistence expenses as per departmental circulars.

I would like to express my thanks to each Council Member, the Chairs of the Council Committees on Audit Risk and Governance, Finance and Resources, Registration and Education and Fitness to Practise for their contribution to the development of our work as the Regulator. I also wish to thank the Chairs and Members of the Social Workers, Radiographers, Dietitians, Occupational Therapists and Speech & Language Therapists Registration Boards for their on-going personal and professional commitment in their voluntary roles and to their employers. I would also like to thank Chief Executive Ginny Hanrahan and the staff at CORU for their hard work in supporting the Council and the Registration Boards fulfil their statutory responsibilities.

I would like to express my thanks to the Minister for Health and the Officials at his Department for their continued support of our work here in CORU. We look forward to continuing this good working relationship in 2014 as even greater strides are made in the journey to regulation for Ireland's health and social care professionals.

A handwritten signature in black ink, appearing to read 'J. Jordan', positioned above a horizontal blue line.

Tom Jordan

Chairperson

Health and Social Care Professionals Council

Section 3:

Chief Executive Officer's Statement



I am pleased to report that in this the first year of the Statement of Strategy 2013-2016, CORU has started to make significant steps towards meeting the challenges and achieving the objectives set out.

During 2013 the transition period for Social Workers ended on 31 May. The title of “social worker” is now protected and can only be used by those people on the register or those progressing through the registration process. It also means that anyone working as a social worker in Ireland must be registered first.

We have also opened the registers for radiographers and radiation therapists on 31 October. New entrants to work in Ireland must be registered from this date and existing practitioners have until the 31 October 2015 to get onto the register.

These important steps in the registration of health and social care professions, has been completed, thanks to the diligent work of the Social Workers Registration Board, and the Radiographers Registration Board.

We have also focussed on the priorities set out by the Minister in the appointment of the first Dietitians, Occupational Therapists and Speech & Language Therapists Registration Boards in March 2103, with the goal to open the registers for all three professions in 2014.

The work of the Health and Social Care Professions Council, its committees and all of above registration boards, has seen CORU coordinate over 53 Council, Registration Board and Committee meetings in 2013. In addition CORU have accepted most stakeholder invitations to conferences and published 7 public consultation and review reports. As always the numerous additional challenging issues that arose during the year were responded to. Our future plans have been shaped following our continual engagement with public and plan in 2014, to build on that experience.

A priority of CORU will be to ensure that as the Regulator for the designated health and social care professions, listed under the Act and with a legislative mandate to protect the public, that CORU has sufficient resources to support all the Registration Boards in their work, while recognising the need to deliver value to all our stakeholders.

Our staff complement, while it has increased, has not reached the planned levels for our current level of activity. We have greatly streamlined our work processes, particularly through smart use of information technology, outsourcing and/or shared services, where practicable. However, achievement of our objectives in the face of our workload has placed demands on the imagination, energy and commitment of all our staff and this annual report therefore stands to their response.

Progress on CORU’s objectives depends, of course, on a close working relationship with the Department of Health and our stakeholders across the nominated professions, the educator sector and employers. Again on behalf of CORU, I wish to acknowledge the full support and cooperation shown across all of our interactions.

I would like to express my thanks to the Chair of the Council Tom Jordan, and to the members of our Council and Registration Boards who volunteer their time, experience and knowledge in carrying this public service; for their support and guidance throughout the year.

This year has continued to be an exceptionally busy time for the staff at CORU. I want to thank them all for their energy, commitment and diligence in their work. Thanks also to the Department of Health, in particular the Professional Regulation Unit, for their on-going help and support.

We have now completed the first year of what is the most expansive strategic cycle of CORU's development and I believe that we are well on our way to delivering the objectives published in our Statement of Strategy 2013-2016.



Ginny Hanrahan

Chief Executive Officer

Health and Social Care Professionals Council (CORU)

Section 4:

Report and Financial Statements

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Health and Social Care Professionals Council

Information

Members of the Council	Tom Jordan, Chairperson John O Mullane Halog Mellet Marie Culliton Odhrán Allen Tony McAleer Emma Stokes Caroline McIntosh Richard Booth Michele Monahan David Power Declan Carey Maeve Murphy Jackie Reed (re-appointed 17th July 2013) Martin Higgins Kristin Quinn Deirdre Madden (appointed 23rd August 2013) Joe Martin (appointed 31st July 2013) Jenny Bulbulia Muiris Fitzgerald Pat Quinlan (term of office expired 17th October 2013) Ann Taylor (term of office expired 1st July 2013) Dorothy Donovan (term of office expired 20th March 2013) Stephen McMahon (term of office expired 27th September 2013) Inez Bailey (term of office 20th February 2013 to 27th September 2013) Dermot Jewell (term of office 11th February 2013 to 1st October 2013)	
Senior Management Team	Chief Executive Officer Head of Corporate Services Head of Legal Affairs Head of Registration Acting Head of Education	Ginny Hanrahan Mary Griffin Sinéad Boyle Kieran Lenihan Aoife Sweeney
Headquarters	CORU - Health and Social Care Professionals Council 13-15 The Mall Bracken Road Sandyford Dublin 18	
Auditor	Comptroller and Auditor General Dublin Castle Dublin 2	
Accountants	Crowleys DFK Chartered Accountants 16/17 College Green Dublin 2	



Comptroller and Auditor General

Report for presentation to the Houses of the Oireachtas

Health and Social Care Professionals Council

I have audited the financial statements of the Health and Social Care Professionals Council for the year ended 31 December 2013 under the Health and Social Care Professionals Act 2005. The financial statements, which have been prepared under the accounting policies set out therein, comprise the statement of accounting policies, the income and expenditure account, the balance sheet and the related notes. The financial statements have been prepared in the form prescribed under Section 21 of the Act, and in accordance with generally accepted accounting practice in Ireland as modified by the directions of the Minister for Health in relation to accounting for superannuation costs

Responsibilities of the Council

The Council is responsible for the preparation of the financial statements, for ensuring that they give a true and fair view of the state of the Health and Social Care Professionals Council's affairs and of its income and expenditure, and for ensuring the regularity of transactions.

Responsibilities of the Comptroller and Auditor General

My responsibility is to audit the financial statements and report on them in accordance with applicable law.

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation.

My audit is carried out in accordance with the International Standards on Auditing (UK and Ireland) and in compliance with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements, sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of

- whether the accounting policies are appropriate to the Council's circumstances, and have been consistently applied and adequately disclosed
- the reasonableness of significant accounting estimates made in the preparation of the financial statements, and
- the overall presentation of the financial statements.

I also seek to obtain evidence about the regularity of financial transactions in the course of audit.

In addition, I read the Council's annual report to identify material inconsistencies with the audited financial statements. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

Opinion on the financial statements

In compliance with the directions of the Minister for Health, the Council accounts for the costs of superannuation entitlements only as they become payable. This basis of accounting does not comply with Financial Reporting Standard 17 which requires such costs to be recognised in the year the entitlements are earned.

In my opinion, except for the accounting treatment of the Council's superannuation costs and liabilities, the financial statements, have been properly prepared in accordance with generally accepted accounting practice in Ireland and give a true and fair view of the state of the Council's affairs at 31 December 2013 and of its income and expenditure for 2013.

In my opinion, proper books of account have been kept by the Council. The financial statements are in agreement with the books of account.

Matters on which I report by exception

I report by exception if

- I have not received all the information and explanations I required for my audit, or
- my audit noted any material instance where money has not been applied for the purposes intended or where the transactions did not conform to the authorities governing them, or
- the information given in the Council's annual report is not consistent with the financial statements, or
- the statement on internal financial control does not reflect the Council's compliance with the Code of Practice for the Governance of State Bodies, or
- I find there are other material matters relating to the manner in which public business has been conducted.

I have nothing to report in regard to those matters upon which reporting is by exception.

Patricia Sheehan
For and on behalf of the
Comptroller and Auditor General
30 June 2013

Health and Social Care Professionals Council

Statement on the System of Internal Financial Control

1. On behalf of the members of the Council of the Health and Social Care Professionals Council, I acknowledge our responsibility for ensuring that an effective system of internal financial controls is maintained and operated. The system of internal financial controls can only provide reasonable and not absolute assurance that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

2. Key Control Procedures

The Council has taken steps to ensure an appropriate control environment by:

- Clearly defining management responsibilities,
- Adopting the principles of corporate governance contained in the Code of Practice for *the Governance of State Bodies* including:
 - o Affirmation of compliance with procurement guidelines as set out in the Code
 - o Affirmation of compliance with disposal of assets and access to assets by third parties as set out in the Code
 - o Affirmation of implementation of Government policy on the remuneration of CEO
 - o Reviewed and finalised policies and procedures to ensure the effectiveness of the systems of internal financial control.
- Establishing formal procedures to monitor the activities and safeguard the assets of the organisation.

The system of internal financial controls is based on a framework of regular management information, a system of delegation and accountability, a set of financial procedures, administrative procedures including segregation of duties and rigorous ongoing checks by the finance function. In particular it includes:

- A comprehensive budgeting system with an annual budget, which is reviewed and approved by the members of the Council.
- Setting authorisation limits for the disbursement of the Council's funds.
- Regular review by the members of the Council of periodic and annual financial information and reports (including management accounts), which indicate financial performance against budgets.

The Audit, Risk and Governance Committee was established in 2009. The Committee met 6 times in 2013.

Health and Social Care Professionals Council

Statement on the System of Internal Financial Control

Mechanisms for ensuring the adequacy of the security of the Information and Communication Technology (ICT) systems that include the establishment of appropriate policies and control procedures have been established.

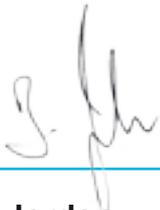
The Council has an internal audit function which reports to the Audit, Risk and Governance Committee of the Council. The internal audit function operates in accordance with the Code of Practice for the Governance of State Bodies. The Council's monitoring and review of effectiveness of the systems of internal financial control is informed by the work of the outsourced internal auditor and the Audit, Risk and Governance Committee.

The executive of the Council is responsible for the development and maintenance of the financial controls framework.

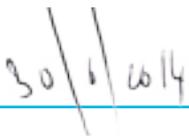
In line with CORU's whistleblowing policy, the whistleblowing officer confirmed that no whistleblowing disclosures were made in the financial year 2013. We further confirm that there have been no financial irregularities identified during the review of the effectiveness of the system of internal financial control.

3. Annual review of controls

I confirm that the Council conducted an external review of the effectiveness of the system of internal financial control in respect of the year ended 31 December 2013.



Tom Jordan
Chairperson



Date

Health and Social Care Professionals Council

Statement of the Council's Responsibilities

The Health and Social Care Professionals Council was established on the 20 March 2007 under the Health and Social Care Professionals Act 2005.

It is a statutory body charged with ensuring that health and social care professionals practise in a regulated, controlled and safe environment in a manner which will ensure the provision of high-quality health and social care services to the public.

The Health and Social Care Professionals Act 2005, Part 1, Section 21 requires the Council to keep all proper and usual accounts of all moneys received or expended by it including an income and expenditure account and balance sheet. In preparing those financial statements, the Council is required to:-

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Council will continue in operation.
- disclose and explain any material departures from applicable Accounting Standards.

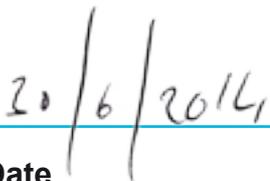
The Council confirm that they have complied with the above requirements in preparing the financial statements. The Council is responsible for keeping proper books of account, which disclose with reasonable accuracy at any time the financial position of the Council and which enable it to ensure that the financial statements comply with Part 1, Section 21 of the Health and Social Care Professionals Act 2005. The Council is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Tom Jordan
Chairperson



Ginny Hanrahan
Chief Executive Officer



Date

Health and Social Care Professionals Council

Statement of Accounting Policies

General

The Health and Social Care Professionals Council was established on 20 March 2007 under the Health and Social Care Professionals Act 2005 to regulate designated health and social care professions.

1. Basis of Accounting

The financial statements are prepared under the accruals method of accounting, except as indicated below, in accordance with generally accepted accounting principles under the historical cost convention. Financial Reporting Standards recommended by the accountancy bodies are adopted as they become operative. The unit of currency is the Euro.

2. Oireachtas Grant

Income shown in the accounts under Oireachtas Grants is accounted for on a cash receipts basis.

3. Registration Fees

Income shown in the accounts under Registration Fees is accounted for on a cash receipts basis.

4. Fixed Assets and Depreciation

- (i) Fixed assets are stated at cost less accumulated depreciation.
- (ii) Fixed Assets are depreciated at their historical cost less accumulated depreciation.

Depreciation is charged to the Income and Expenditure Account on a straight line basis, at the rates set out below, so as to write off the assets, adjusted for residual value, over their expected useful lives as follows:

Furniture & Fittings	20%
IT/Office equipment	33.3%

5. Capital Account

The Capital Account represents the unamortised value of income used to finance fixed assets.

6. Superannuation

Section 13 of the Health and Social Care Professionals Act 2005 provides for the establishment of superannuation scheme(s) by the Council. The scheme is a defined benefit scheme for the purposes of the Pension Act 1990. The scheme is being operated on an administrative basis pending the approval by the Minister for Health with the consent of the Minister for Finance.

The Public Service Pensions (Single Scheme and Other Provisions) Act 2012 became law on 28th July 2012 and introduced the new Single Public Service Pension Scheme ("Single Scheme") which commenced with effect from 1st January 2013. All new employees to the Health and Social Care Professionals Council, who are new entrants to the Public Sector, on or after 1st January 2013 are members of the Single Scheme.

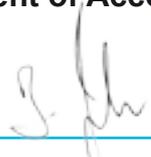
Health and Social Care Professionals Council

Income and Expenditure Account for the year ended 31 December 2013

	Notes	Year Ended 31 December 2013	Year Ended 31 December 2012
Income			
Exchequer Grant	1	1,813,210	1,619,638
Registration Fees	2	392,293	66,470
Miscellaneous Income		860	1,830
Secondment Income	3	109,618	108,298
Employment Superannuation Deductions		36,429	35,920
		<u>2,352,410</u>	<u>1,832,156</u>
Transfer to Capital Account	13	<u>(79,674)</u>	<u>(66,930)</u>
		<u>2,272,736</u>	<u>1,765,226</u>
Expenditure			
Salaries	7	1,298,144	1,003,717
Staff Travel		30,684	18,940
Establishment Costs	4	40,825	60,922
Office Administration	5	332,475	290,563
Registration	6	186,807	35,939
Legal and Professional Fees	8	224,553	163,713
Education/CPD		49,034	44,275
Audit Fees		5,000	6,710
Accountancy Fees		97,735	96,042
Depreciation		35,016	29,198
		<u>2,300,273</u>	<u>1,750,019</u>
(Deficit)/Surplus for the year		(27,537)	15,207
Surplus at beginning of year		<u>63,230</u>	<u>48,023</u>
Surplus at end of year		<u><u>35,693</u></u>	<u><u>63,230</u></u>

All losses and gains are recognised in the Revenue Income and Expenditure account.

The Statement of Accounting Policies and Notes 1 to 18 form part of these Financial Statements.



Tom Jordan
Chairperson



Ginny Hanrahan
Chief Executive Officer



Date

Health and Social Care Professionals Council

Balance Sheet as at 31 December 2013

	Notes	Year Ended 31 December 2013	Year Ended 31 December 2012
Fixed Assets			
Assets under Development	9	163,350	84,000
Tangible Assets	10	<u>49,613</u>	<u>49,289</u>
		212,963	133,289
Current Assets			
Cash at Bank		174,690	87,714
Debtors and Prepayments	11	<u>25,988</u>	<u>18,593</u>
		200,678	106,307
Creditors (Amounts falling due within one year)			
Creditor and Accruals	12	(93,645)	(43,077)
Provision	14	<u>(71,340)</u>	<u>-</u>
		(164,985)	(43,077)
Net Current Assets		<u>35,693</u>	<u>63,230</u>
Total Assets		<u><u>248,656</u></u>	<u><u>196,519</u></u>
Represented by			
Capital Account	13	212,963	133,289
Income and Expenditure Account		<u>35,693</u>	<u>63,230</u>
		<u><u>248,656</u></u>	<u><u>196,519</u></u>

The Statement of Accounting Policies and Notes 1 to 18 form part of these Financial Statements.



Tom Jordan
Chairperson



Ginny Hanrahan
Chief Executive Officer

20/6/2014

Date

Health and Social Care Professionals Council

Cash Flow Statement for the year ended 31 December 2013

	Notes	Year Ended 31 December 2013	Year Ended 31 December 2012
Reconciliation of surplus to net cash inflow from operating activities			
Deficit)/Surplus for the year		(27,537)	15,207
Depreciation charge	10	35,016	29,198
(Increase)/Decrease in debtors		(7,395)	9,620
Decrease/(Increase) in creditors		121,908	(45,141)
Loss on disposal of fixed assets		1,928	-
Capital account movement		<u>79,674</u>	<u>66,930</u>
Net Cash Inflow from Operating Activities		203,594	75,814
Cash Flow Statement			
Net Cash Inflow from Operating Activities		203,594	75,814
Return on Investments and Servicing of Finance			
Capital Expenditure	9 & 10	<u>(116,618)</u>	<u>(96,128)</u>
Increase/(Decrease) in cash in the year		86,976	(20,314)
Reconciliation of net cash flow to movement in net funds			
Net increase/(decrease) in cash and cash equivalents		86,976	(20,314)
Net funds at beginning of year		<u>87,714</u>	<u>108,028</u>
Net funds at end of year		<u><u>174,690</u></u>	<u><u>87,714</u></u>



Tom Jordan
Chairperson



Ginny Hanrahan
Chief Executive Officer



Date

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

1.Exchequer Grant	2013	2012
	€	€
Department of Health Vote 38 Subhead E1	1,682,194	1,536,000
Department of Health Vote 38 Subhead H (capital)	<u>131,016</u>	<u>83,638</u>
	<u>1,813,210</u>	<u>1,619,638</u>

2. Registration Fees

As part of the negotiation under the National Pay Agreement, the Government agreed that the registration and renewal fees were reduced from €295 per annum per applicant to €100. This reduced fee was effective from 1st January 2013 until the end of 2016.

There was a 2 year transitional period for existing social work practitioners to apply for registration. The closing date was 31 May 2013 and the majority of applications were received in the immediate period prior to this deadline. In 2012 only new entrants to the social work profession had applied.

3. Secondment Income	2013	2012
	€	€
Health Information Quality Authority (HIQA)	<u>109,618</u>	<u>108,298</u>
	<u>109,618</u>	<u>108,298</u>

This income relates to 2 members of the National Social Work Qualifications Board staff who were permanently redeployed through secondment arrangement to HIQA on the dissolution of the NSWQB on the 31st March 2011. This secondment arrangement remains in place until amending legislation is put in place that will enable HIQA to appoint staff members on a permanent basis. Their salary costs are recharged to HIQA on a monthly basis.

4. Establishment Costs	2013	2012
	€	€
Rent, Rates and Service Charges	-	-
Repairs and Maintenance	1,621	17,909
Light and Heat	21,425	21,293
Cleaning	9,445	9,806
Insurance	3,488	7,368
Security	<u>4,846</u>	<u>4,546</u>
	<u>40,825</u>	<u>60,922</u>

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

5. Office Administration	2013	2012
	€	€
Telephone	17,495	12,046
IT Development	10,484	11,981
IT Licences	12,576	14,455
IT Support and Maintenance	81,734	34,765
IT Security Audits	6,519	-
Stationary & Office Expenses	38,799	29,246
Recruitment Charges & Agency Staff	12,935	39,479
Staff Training & Conferences	40,725	47,112
Chairpersons Stipend	8,978	8,978
Members Training	19,375	6,983
Council and Board Meeting Expenses	62,800	53,591
Subscriptions	3,949	3,986
Bank Charges	2,147	1,076
Office Supplies and General Office Expenses	5,487	5,731
Printing and Publications	8,472	21,134
	<u>332,475</u>	<u>290,563</u>

5(a). Council and Board Meeting Expenses Breakdown	2013	2012
	€	€
Council Meetings – Room Hire	10,460	8,251
Council Meetings – Travel	13,140	13,431
Election Costs	-	1,037
Sub-committee – Room Hire	1,887	670
Sub-committee – Travel	1,267	1,832
Registration Board Meetings (5 Boards) – Room Hire	6,232	7,452
Registration Board Meetings (5 Boards) – Travel	29,814	20,918
	<u>62,800</u>	<u>53,591</u>

6. Registration	2013	2012
	€	€
Applications Assessment and Processing	162,113	19,558
Public Consultation and Announcement	17,314	16,381
Process Mapping and Quality Improvement	7,380	-
	<u>186,807</u>	<u>35,939</u>

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

7. Salaries	2013	2012
	€	€
Salaries	1,171,503	971,872
Pension Costs	31,012	31,845
Outsourced Support	95,629	-
	<u><u>1,298,144</u></u>	<u><u>1,003,717</u></u>

The total number of WTE employed by the Council at the end of the year was 20 in addition to the CEO (2012 - 16). The charge includes costs relating to the 2 staff who were redeployed to HIQA on dissolution of the NSWQB who are not included in WTE.

	2013	2012
Total salaries paid	1,171,503	971,872
Costs of seconded staff (not included in WTE)	<u>(109,618)</u>	<u>(108,298)</u>
Costs of staff	1,061,885	863,574

€49,007 (2012: €45,773) of pension levy has been deducted from salaries and was paid over to the Department of Health.

Chief Executive Officer's Remuneration

Beaumont Hospital recharge the Council for the CEO's salary costs. The total amount reimbursed to Beaumont Hospital in respect of the CEO's salary in 2013 was €99,281 (2012 - €106,779), pension €20,463 (2012-€21,055) and an administration charge of €750 (2012-€750). These amounts are reflected in Salary Costs above.

The CEO was not in receipt of any performance related pay or BIK allowance. The CEO's pension entitlement does not extend beyond the standard entitlements in the model public sector defined benefit superannuation scheme.

The CEO had vouched expenses in respect of Travel & Subsistence totalling €8,896 in 2013 (2012: €7,986) and included €6,705 in respect of foreign travel (€5,894 in 2012).

The Chairperson of the Board was paid the following stipend and travel expenses during the year:

	2013	2013	2012	2012
	Stipend	Expenses	Stipend	Expenses
	€	€	€	€
Tom Jordan	<u>8,978</u>	<u>1,096</u>	<u>8,978</u>	<u>329</u>
	<u><u>8,978</u></u>	<u><u>1,096</u></u>	<u><u>8,978</u></u>	<u><u>329</u></u>

No other member of the Council, Committee or Registration Boards receives payment of fees in respect of their membership.

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

8. Legal and Professional Fees	2013	2012
	€	€
Legal Fees - General	48,738	21,162
Legal Fees - Regulatory	31,951	63,706
Legal Fees - Fitness to Practise	6,251	-
Procurement	13,175	4,663
Risk Management	13,106	-
Data Protection/Document Management	1,135	-
Stakeholders' Management and Communications	44,874	40,307
Organisation Development and Internal Audit	60,532	23,420
Health and Safety Management	640	4,305
Strategy Development	4,151	6,150
	224,553	163,713
	224,553	163,713

9. Assets Under Development

	HSCPC Registration/Education/ Case Management System
	€
Cost (as at 1 January 2013)	84,000
Development costs capitalised	79,350
At 31 December 2013	163,350
	163,350

Development costs of the system are capitalised as they are incurred. Depreciation of the asset will not commence until the asset is in use.

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

10. Tangible Fixed Assets	Fixtures and Fittings	IT/Office Equipment	Total
	€	€	€
Cost			
Cost as at 1 January 2013	31,497	122,243	153,740
Additions in year	-	37,268	37,268
Disposals in year	<u>(5,465)</u>	<u>(9,510)</u>	<u>(14,975)</u>
At 31 December 2013	<u>26,032</u>	<u>150,001</u>	<u>176,033</u>
Depreciation			
Accumulated Depreciation at 1 January 2013	18,204	86,247	104,451
Depreciation in year	4,820	30,196	35,016
Disposals in year	<u>(5,169)</u>	<u>(7,878)</u>	<u>(13,047)</u>
Accumulated Depreciation at 31 December 2013	<u>17,855</u>	<u>108,565</u>	<u>126,420</u>
Net Book Value			
At 31 December 2013	<u>8,177</u>	<u>41,436</u>	<u>49,613</u>
At 31 December 2012	<u>13,293</u>	<u>35,996</u>	<u>49,289</u>
11. Debtors & Prepayments		2013	2012
		€	€
Other Debtors		9,303	9,079
Prepayments		<u>16,685</u>	<u>9,514</u>
		<u>25,988</u>	<u>18,593</u>
All debtor balances are deemed recoverable within one year.			
12. Creditors (amounts falling due within one year)		2013	2012
		€	€
Trade Creditors		-	-
Value Added Tax		-	1,313
Credit Card		1,799	1,322
Accruals		88,301	40,442
Professional Services Withholding Tax		<u>3,545</u>	<u>-</u>
		<u>93,645</u>	<u>43,077</u>

Health and Social Care Professionals Council

Notes (forming part of the financial statements)

13. Capital Account	2013	2012
	€	€
Balance at 1st January	133,289	66,359
Transfer to Income & Expenditure account:		
Funding to acquire fixed assets	116,618	96,128
Less: Amount released on disposal of assets	(1,928)	-
Less: Amortisation in line with depreciation	(35,016)	(29,198)
	<u>79,674</u>	<u>66,930</u>
Balance at 31st December	<u>212,963</u>	<u>133,289</u>

14. Provision

A provision of €71,340 in relation to service contract completion for registration, application processing and related support service on-going at year end has been provided for in the financial statements.

15. Office Accommodation

The Council occupies premises in Beacon Court, Sandyford, Dublin 18, which it has licenced from the Health Information and Quality Authority (HIQA) until 2016. The office accommodation was provided in kind. The value of this benefit-in-kind equates to an estimated €380,000 annually.

16. CORU Capital Commitments

CORU has commitments in respect of an ICT expenditure project that relates to the creation of a HSCPC Registration/Education/Case Management System. The project and expenditure is spread over a 5 year phase. At the balance sheet date, CORU had outstanding commitments for future payments on the project, which is estimated to be €147,776.

17. Council Members - Disclosure of Interests

The Council has complied with guidelines issued by the Department of Finance in relation to the disclosure of interests by Council Members and these procedures have been adhered to in the year. There were no transactions during the period in relation to the Council's activities in which Council Members had any beneficial interests.

18. Approval of Financial Statements

The Financial Statements were approved by the Council on 27th March 2014.

Section 5:

Council Annual Report

The day to day support of the Council and the Registration Boards is framed across a number of areas and the achievements within these areas are set out below:

Registration

The registration of health and social care professionals is the cornerstone of CORU's work to protect the public. Registration means that members of the public can have confidence in knowing that a professional's standing and qualifications have been independently verified. Professionals benefit from protection of their professional title, and are supported through a code of professional conduct and ethics.

2013 saw a number of important developments in the registration of health and social care professionals. The transitional period for social workers to apply ended on 31 May 2013 with in excess of 3,500 social workers applying for registration.

The register for Radiographers and Radiation Therapists opened in October, and in February the Minister for Health appointed the Registration Boards for Occupational Therapists, Speech & Language Therapists and Dietitians, marking the beginning of the journey to regulation for these three professions.

The first meetings of these Boards were held in March 2013 and all have begun their work to establish a system of regulation for their professions, with particular emphasis on developing the Criteria and Standards of Proficiency and Codes of Professional Conduct and Ethics.

The process of transferring the regulation of Optometrists and Dispensing Opticians from the Opticians Board to CORU continued in 2013 with the announcement that an Interim Optical Registration Board will be established in 2014. An Optical Registration Board, with full statutory functions under the Health and Social Care Professionals Act 2005 (as amended), is expected to be established in 2014.

In the coming year, we anticipate further progress with the appointment of additional Registration Boards by the Minister and the opening of the Registers for Occupational Therapists, Speech & Language Therapists and Dietitians.

In March 2013, as the result of the Haddington Road Agreement, arrangements were made between the Department of Health and CORU to reduce the annual registration fee payable by health and social care professionals to CORU from €295 to €100. This reduced fee is in place until 2016. It should be noted that the actual cost of registration remains €295.

Throughout the year CORU engaged with the Garda National Vetting Bureau to seek to limit the time it takes for Garda Vetting to be secured by applicants. Garda Vetting is an important safeguard for the public and is mandatory for all applicants for CORU registration.

CORU's online registration system was enhanced in 2013. Applicants for registration were able to apply and pay their registration fee online. The system gives users a quick and efficient way to manage their registration with CORU. Over 1,500 social worker applicants applied using the online system. The success of the system provides a strong platform for the management of future registration of both social workers and members of the other professions under CORU's remit.

Council Nominations to other statutory boards

Under the Medical Practitioners Act, 2007, Council must nominate one member to the Medical Council. This year Declan Carey was nominated on behalf of Council.

Under the Nursing and Midwifery Act, 2011, Council must also nominate a member to onto the Irish Nursing and Midwifery Board (formerly An Bord Altranais). Michele Monahan was the Council nominee.

Code of Professional Conduct and Ethics

The Council's Framework for a Code of Professional Conduct and Ethics is the foundation on which each of the Registration Boards bases their respective Codes. The Codes set out the standards of conduct, performance and ethics which a member of that profession must adhere to throughout the course of their work. All registrants will be required to abide by a statutory Code of Professional Conduct and Ethics.

The Council's Framework is subject to regular review and, in early 2013, CORU held a discussion forum on the Framework, attended by members of the listed professions, the Opticians Board, the Competition Authority, the HSE and the Ombudsman's Office. The recommendations made at the Forum were taken on board by CORU, resulting in some revisions to the Framework.

Education

In March 2013 CORU launched a public consultation on a framework which sets out the parameters for a Continuing Professional Development (CPD) scheme for each of the listed health and social care professions. The purpose of the framework is to ensure that despite the diversity of professions to be regulated, common guidelines are in place to provide consistency of approach across all professions.

The draft framework was developed following a review of CPD and professional regulation in other jurisdictions, along with engagement with the representative bodies of the listed professions and other key stakeholders.

Once the CPD scheme is established, all registered professionals will be required to engage in CPD. CPD contributes to safe, appropriate practices and is critical in protecting the public and maintaining professional standards.

Communications

As we continue to open Registration Boards it is important that the public and other key stakeholders are aware of and understand CORU's role.

A communications unit was established in 2013 and considerable effort was made by the team to engage with members of the professions and their professional bodies, using the channels

considered most effective. The website was enhanced and had 112,454 unique visits in 2013.

A new range of information guides were produced, each covering a separate function of CORU. They included:

- a Guide to CORU
- a Guide to Registration
- a Guide to the Professional Code of Conduct and Ethics

In line with best practice in accessibility, each of these guides achieved the Plain English mark from NALA.

Corporate Accountability

In May 2013, CORU published a new Customer Charter outlining the standards of customer service that clients and members of the public can expect from CORU. A revised complaints handling procedure was also introduced in 2013 to provide a formal mechanism for clients to address complaints about poor customer service.

Also in 2013, CORU came under the remit of the Ombudsman, providing a further avenue of redress to clients. We are committed to being an open and transparent organisation, and will respond quickly to contacts, queries and complaints.

Data Protection

In 2013 CORU maintained its registration as a Data Controller with the Data Protection Commission. In October, Council approved a new Data Protection policy. Following this, CORU appointed a new Data Protection Officer and provided comprehensive training to all staff and form part of the induction training for new staff appointments.

Corporate Services

It is critical that our organisation is fit for purpose and sufficiently resourced to enable us to support the Council and Registration Boards in fulfilling their legislative mandates. Corporate Services has continued to manage key areas within CORU including the Finance Function, Human Resources, ICT, Customer Service and Communications, Corporate Governance and Internal Audit.

Corporate Services has an important remit in developing the service functions of the organisation. During 2013, additional resources were invested in HR to manage the staffing and organisational needs of CORU.

Legal Services

In 2013 our legal section continued to provide advice on CORU developments and interpretation of the 2005 Act. A review of the Council's framework for a Code of Professional Conduct and Ethics was completed. This review included a discussion day with stakeholders,

following which Council made a number of revisions to the Framework.

Extensive work in supporting the Fitness to Practise Committee on establishing the framework for the running of Fitness to Practise also continued. A number of policies, procedures, guidance notes and manuals were brought to Council in 2013. The Health and Social Care Professionals (Amendment) Act 2012 came into effect on 1 February 2013. This amending legislation was introduced to address certain aspects of the recognition of professional qualifications obtained outside the State and other related matters.

In addition legal services liaised with the Department of Health with suggested amendments to the 2005 Act. Also Statutory Instrument 385 of 2013 commenced the provisions of the Act relating to the protection of the titles designated under section 4 of the Act.

Legal services were also successful in developing the registration appeals process which will be rolled out in 2014. Work continued on the implementation of processes for the operation of the Protection of Title mechanisms provided for in the Act.

Health and Safety/Sick leave

One health and safety incident was reported in 2013 related to facilities management. Remedial measures were put in place to prevent a reoccurrence of the issue.

The average number of sick days per employee in 2013 was 4.

Governance Forum for Chairperson and CEO of Health Agencies

CORU is part of this forum as a member of the Health, and Social Care Regulators Forum and took an active role in the work of the forum in 2013.

6. Council Meetings and Committees

The Health and Social Care Professionals Council

Number of Full Council meetings during 2013: 10

Members and Attendance at Council meetings in 2013

Name	21 Feb	21 Mar	25 Apr	23 May	25 June	25 July	12 Sept	17 Oct	14 Nov	12 Dec
Odhrán Allen	✓**	✓	x	✓	x	✓	x	✓	✓	✓
Inez Bailey	N	✓	✓	✓	✓	x	✓	✓	✓	N
Richard Booth	✓**	✓	✓	✓	✓	✓	✓	✓	✓	✓
Jenny Bulbulia	✓	✓	x	✓	✓	✓	✓	✓	x	✓
Declan Carey	✓**	✓	✓	✓	✓	✓	x	✓	x	✓
Marie Culliton	x**	✓	✓	✓	✓	x	✓	x	✓	✓
Peter Davison***	N	N	✓	✓	x	x	✓	✓	✓	✓
Dorothy Donovan	x	x	x	x	x	N	N	N	N	N
Muiris FitzGerald	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Martin Higgins	✓	x	x	✓	x	✓	x	✓	✓	✓
Dermott Jewell	✓	x	✓	x	x	✓	✓	x	x	N
Tom Jordan*	✓	✓	✓	✓	✓	✓	✓	✓	✓	x
Deirdre Madden	N	N	N	N	N	N	✓	✓	x	✓
Joe Martin	N	N	N	N	N	N	✓	✓	✓	✓
Tony McAleer	x**	✓	x	✓	✓	✓	✓	✓	✓	✓
Caroline McIntosh	✓**	✓	x	✓	ML	ML	ML	ML	ML	ML
Stephen McMahan	✓	✓	✓	✓	✓	x	✓	N	N	N
Halóg Mellett	✓**	✓	✓	✓	✓	✓	x	✓	x	x
Michele Monahan	✓**	✓	✓	✓	✓	✓	x	✓	✓	✓
Maeve Murphy	✓**	✓	✓	✓	✓	✓	x	x	✓	x
John O'Mullane	✓**	x	✓	✓	✓	✓	✓	✓	x	✓
David Power	x**	x	✓	✓	✓	✓	x	x	✓	x
Pat Quinlan	x	✓	x	✓	x	✓	x	N	N	N
Kristin Quinn	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Jackie Reed	✓	✓	✓	✓	✓	N	✓	✓	x	✓
Vivienne Starr***	N	N	✓	✓	x	✓	✓	✓	✓	✓
Emma Stokes	✓**	✓	✓	✓	✓	x	✓	x	✓	x
Ann Taylor	✓	✓	✓	✓	x	N	N	N	N	N

Key to meeting attendance:

✓: attended x: apologies or absent ML: Maternity Leave *: Chairperson

N: not on Council on this date **: Observer status until March *** Observer status from April

Mr. Declan Carey was elected to Council and 11 Council Observers were appointed as Council members with effect from 21 March 2013.

Odhrán Allen	Tony McAleer	Michele Monahan	David Power
Richard Booth	Caroline McIntosh	Maeve Murphy	Emma Stokes
Marie Culliton	Halóg Mellett	John O'Mullane	

Inez Bailey appointed in March 2013. Vivienne Starr and Peter Davison nominated by the Minister for Health as Observers to Council from the Opticians Board in April 2013.

Deirdre Madden and Joe Martin appointed to Council in September 2013. Jackie Reed re-appointed in September 2013.

In 2013 Council had four committees:

- Audit, risk and governance
- Finance and resources
- Registration and education
- Fitness to practise

Audit, Risk and Governance Committee

Role: To review and provide oversight on the reliability and integrity of financial systems, internal control and operational information, review of corporate governance processes and of systems of risk management.

Number of meetings during 2013: 5

Membership

Stephen McMahon Chair (term expired September 2013), Martin Higgins Chair, Odhrán Allen, Maeve Murphy, Harry McGeary (appointed February 2013), David Purcell (appointed June 2013), Tim Dalton (term expired February 2013),

Key activities in 2013

- Review and approval of financial statements for year ended 2012 for submission to the C&AG.
- Monitor and review the effectiveness of internal financial controls.
- Develop CORU's Internal Audit Charter and to review and examine the Internal Auditor's Reports and make recommendations to Council.

- Develop CORU's Risk Management Policy and review and monitor the risk management systems and make recommendations to Council.
- Annual review of Code of Corporate Governance.

Attendance-Audit, Risk and Governance Committee

Name	7 Feb	6 Mar	9 May	9 Oct	4 Dec
Stephen McMahon*	✓	✓	Retired		
Odhran Allen	✓	✓	✓	✓	✓
Maeve Murphy	✓	✓	✓	✓	✓
Harry McGeary*	x	x	✓	✓	✓
David Purcell*	x	x	x	✓	✓
Tim Dalton	✓	✓	Retired		
Martin Higgins* (Interim Chair)	x	x	x	x	✓

*New appointment from this meeting

Finance and Resources Committee

Role: To oversee the financial management and resource requirements of CORU.

Number of meetings in 2013: 4

Membership:

Martin Higgins (Chair), Pat Quinlan (term expired September 2013), Tony McAleer, Tony Darmody (term expired September 2013), Caroline McIntosh, Joe Martin (appointed September 2013).

Key Activities in 2013:

- Review the draft financial statements for yearend 2012.
- Review draft budget and business plan 2013.
- Review and monitor quarterly income and expenditure reports including variances.
- Review and approve any changes to financial

Attendance-Finance and Resources Committee

Name	26 Feb	6 June	20 Sept	6 Nov
Martin Higgins (Chair)	✓	✓	x	✓
Pat Quinlan	✓	✓	✓	Retired
Tony McAleer	✓	x	✓	✓
Tony Darmody	✓	x	✓	Retired
Caroline McIntosh	✓	x	x	x
Joe Martin				Y New appointment

Registration and Education Committee

Role: To advise Council on policies and procedures in relation to registration and education

Membership

Dr Ann Taylor; Halog Mellett; Maeve Murphy; Jackie Reed; Odhrán Allen; Professor Muiris Fitzgerald; Lorraine Horgan; Marie Culliton

Ann Taylor's term as chair of the committee finished in July, 2013. Marie Culliton agreed to act as interim chair for meeting on the 8 July 2013. Jackie Reed was elected as chairperson of the committee on the 27 August 2013.

Number of meetings in 2013: 7

Key activities in 2013

- Development of CPD Framework.
- Development of Historical Qualification Framework.
- Development of process to deal with late applications.
- Policy on restoration to register after voluntary removal.
- Development of a qualification approval process to transition existing programmes into CORU regulatory system.
- Policy development on the approval and monitoring of education and training programmes.
- Policy development on the Criteria and Standards of Proficiency for Education and Training Programmes Framework and practice placements requirements.

Attendance-Education and Registration Committee

Name	28 Jan	4 Mar	8 April	30 May	8 July	27 Aug	25 Nov
Ann Taylor	✓	✓	✓	✓	✓	✓	✓
Odhrán Allen	x	x	✓	✓	x	x	✓
Lorraine Horgan	x	x	x	✓	x	✓	✓
Maeve Murphy	✓	✓	x	x	✓	✓	✓
Jackie Reed	✓	✓	✓	✓	✓	✓	✓
Muiris FitzGerald	x	✓	✓	✓	x	x	✓
Marie Culliton	✓	✓	✓	✓	✓	✓	✓
Halóg Mellett	✓	✓	✓	✓	✓	✓	✓

Fitness to Practise Committee

Role: To support the development of Fitness to Practise function

Membership:

Kristin Quinn (Chair), Dorothy Donovan, Deirdre Madden, Emma Stokes, Fionnuala Cook, Jenny Bulbulia, Marie Culliton, Mary O'Donnell, Richard Booth

Number of meetings in 2013: 7

Key activities in 2013

- Completed a review of Council's Framework for a Code of Professional Conduct & Ethics which included a discussion day with stakeholders held in February.
- Continued the development of draft policies, procedures and guidance in preparation for the opening of Fitness to Practise.
- Began to develop communications, infrastructure and resourcing plans for the opening of Fitness to Practise.
- Began a review of Council's Registration Appeals Process.

Attendance: Fitness to Practise Committee

Name	7 Jan	16 Jan	7 March	2 May	4 July	5 Sept	7 Nov
Richard Booth	✓	✓	✓	✓	x	✓	✓
Jenny Bulbulia	✓	✓	✓	✓	✓	x	✓
Fionnuala Cook	✓	✓	✓	✓	✓	x	✓
Marie Culliton	✓	✓	✓	x	✓	x	x
Dorothy Donovan*	x	x	x	x	Retired		
Ursula Fernée	✓	✓	✓	✓	✓	✓	x
Kristin Quinn*	✓	✓	✓	✓	✓	✓	✓
Emma Stokes	✓	✓	✓	✓	x	✓	x
Deirdre Madden**							✓
Mary O'Donnell**							✓

*Dorothy Donovan retired from the Committee in July 2013.

**Deirdre Madden and Mary O'Donnell joined the Committee in October 2013.

Council Membership:

Tom Jordan

Chairperson

Representative not from a profession to be regulated

Attended 9 of 10 Council Meetings



Pat Quinlan

Private Health/Social Care Management Representative

Attended 3 of 7 Council meetings*

*left Council in October



John O'Mullane

Clinical Biochemists Representative

Attended 8 of 10 Council meetings



Martin Higgins

Public Interest Representative

Attended 6 of 10 Council meetings



Halóg Mellet

Dietitians Representative

Attended 7 of 10 Council meetings



Kristin Quinn

Public Interest Representative

Attended 10 of 10 Council meetings



Marie Culliton

Medical Scientists Representative

Attended 7 of 10 Council meetings



Deirdre Madden

Public Interest Representative

Attended 3 of 4 Council meetings*
*Appointed in September



Odhrán Allen

Occupational Therapists Representative

Attended 7 of 10 Council meetings



Joe Martin

Ministerial Appointment

Attended 4 of 4 Council meetings*
*Appointed in September



Tony McAleer

Orthoptists Representative

Attended 8 of 10 Council meetings



Jenny Bulbulia

Ministerial Appointment

Attended 8 of 10 Council meetings



Emma Stokes

*Physiotherapists
Representative*

Attended 7 of 10 Council
meetings



Muiris Fitzgerald

Ministerial Appointment

Attended 9 of 10 Council
meetings



Caroline McIntosh

*Podiatrists
Representative*

Attended 3 of 10 Council
meetings



Vivienne Starr

*Opticians Board
Observer*

Attended 7 of 8 Council
meetings*
*Appointed April 2013



Richard Booth

*Psychologists
Representative*

Attended 10 of 10
Council meetings



Peter Davison

*Opticians Board
Observer*

Attended 6 of 8 Council
meetings*
*Appointed April 2013



Michele Monahan

*Radiographers
Representative*

Attended 9 of 10 Council
meetings



Stephen McMahon

*Attended 6 of 7 Council
meetings*
*Left Council September
2013*



David Power

Social Care Representative

Attended 5 of 10 Council meetings



Ann Taylor

*Attended 4 of 5 Council meetings**

*Left Council July 2013



Declan Carey

Social Workers Representative

Attended 8 of 10 Council meetings



Inez Bailey

*Attended 0 of 5 Council meetings**

*Left Council July 2013



Jackie Reed

Public Health/Social Care Management Representative

Attended 8 of 9 Council meetings*

*was not a member of Council in July



Dorothy Donovan

*Attended 7 of 8 Council meetings**

*Appointed March 2013, left December 2013





Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Social Workers Registration Board Annual Report

7.1 Annual Report - Social Workers Registration Board

This report is an account of the activities of the Social Workers Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

2013 marked a significant step in the transition to a new, regulatory era in Irish healthcare. All practising social workers in the state were required to have applied for registration before 31 May.

Failure to meet this statutory requirement while continuing to use the title social worker carries significant penalties. This is an important milestone in the Department of Health's commitment to deliver greater protection to the public when they engage with health and social care professionals.

The Register, which can be viewed at www.coru.ie, allows members of the public check if a social worker is registered and be reassured that this individual is part of a profession with required standards of conduct and performance.

We thank those social workers, their employers and many others who actively engaged with the work of the Board through public and stakeholder consultations over the last number of years in order to reach this important deadline.

In total, over 3500 applications for registration were received by the Registration Board by 31 May, a greater number than originally anticipated that indicated a broad awareness of the obligation to register and the importance of regulation generally. A significant number of these applications were submitted via CORU's on-line registration system which provided an efficient and easy to use means by which to engage in the registration process.

In conclusion, the Board, who met 13 times in 2013, had a challenging but productive year as they established and maintained the Register. We'd like to thank the Board members individually for their effort and expertise.

We look forward to working with the profession again in 2014 as greater advancements are made in the regulation of social workers, all in the interests of public safety. We will develop the requirements for Continuing Professional Development and look forward to working with Council on Protection of Title and Fitness to Practise.

These issues are at the centre of our remit to protect the public by fostering high professional standards and competence within the profession.



Val O'Kelly
Chairperson
Social Workers Registration Board



Ginny Hanrahan
Registrar
Social Workers Registration Board

Board Activities 2013

Background

Appointed in August 2010, the Social Workers Registration Board was the first Board to be established under the Health and Social Care Professionals Act, 2005 (as amended). (the Act)

The Act, provides for 13 voluntary members to be appointed to the Board. Seven are lay members, with the remaining six being professional nominees, representing:

- Educators
- Managers
- Social workers representing front line services.

Ms. Val O'Kelly is Chair of the Social Workers Registration Board.

Mairead Harrington, Anthony McCashin, Carol Moore were all appointed to the Board during 2013. Suzanne Costello was also appointed to the Board but had to stand down due to commitments.

In January 2013, the Board nominated Mr Declan Carey as an elected (professional) member to the Health and Social Care Professionals Council.

The Board met at least once a month during 2013 giving a total of 13 meetings in the year.

At the close of 2013, there were three vacancies on the Social Workers Registration Board.

Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Social Workers Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Setting the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

Registration

2013 was a landmark year for the profession of social work in Ireland. It saw the deadline for the receipt of applications for registration from existing social work practitioners on the 31 May. After

that date only practitioners who hold a current approved qualification are eligible to apply for registration. Although some professions such as doctors and nurses have been regulated for many years, this is the first time that all social workers must comply with the legal obligations of statutory regulation in Ireland.

The Register for social workers opened on 31 May 2011. Following the opening of the Register, a two year transitional period for social workers already practising to apply for registration began. This period was necessary to give individuals an opportunity to apply for registration and satisfy the Board that they met the requirements. It also afforded practitioners that do not hold current approved qualifications, a once off opportunity to apply for registration. This transitional period ended on 31 May 2013.

A significant stakeholder engagement programme was undertaken in the months leading up to this deadline. A monthly letter to employers of social workers advising them as to the requirements of statutory registration was issued by Registrar Ginny Hanrahan.

Face to face meetings with social workers, newsletters, posters, advertising and timely information on the website were carried out in order to raise awareness of the importance of the deadline of 31 May 2013.

In March, CORU's on-line registration system was enhanced. Applicants for registration were able to apply and pay their registration fee on-line ensuring they had an easy to use way to manage their registration with CORU.

In total, 3,644 applications for registration were received by the Social Workers Registration Board by the closing date of 31 May, a greater number than anticipated by the Board.

1,551 of these applied using the on-line registration system.

The numbers responding to the deadline indicated significant awareness levels amongst the profession and a strong understanding of the importance of statutory registration in protecting the public.

By 31 December 2013, 1,434 social workers had been granted registration.

Work continues to process the remaining applications and to liaise with social workers who are required to submit additional documentation. The Board must be satisfied that applications to register meet the requirements for registration –

- Be fit and proper to engage in the practice of the profession

In the case of those availing of the transitional arrangements –

- Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence.
- Have been practising in the State during the five years prior to the opening of the Register

In the case of new entrants –

- Hold an approved qualification that meets the standards of proficiency set by CORU
- Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration had to undergo Garda Vetting as part of the registration process.

By December 2013:

- nine social worker registrants voluntarily left the Register
- eight social worker registrants were removed from the Register for non-payment of fees
- six social workers were restored to the Register

The Register is available to view on-line at www.coru.ie.

Qualifications gained outside the State / Competent Authority

Before applying for registration, holders of qualifications obtained outside the State must apply to the Board for recognition of their qualifications. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist between a professional qualification, any additional education and training and / or additional relevant work experience against the standards of proficiency, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or to take an aptitude test.

By 31 December 2013, 37 applications for recognition of international qualifications were made to the Board.

Decision types / countries	Totals	UK	USA	Australia	India	South Africa	Trinidad & Tobago	Romania	Poland	Hungary	Latvia	Spain	Germany
Number of applications received	37	19	1	1	5	1	1	3	2	1	1	1	1
Number of positive decisions	23	15	1	1	1	1	1		1		1	1	
Number of negative decisions	0												
Application currently being examined	10	4			4			1		1			
Application currently undergoing adaptation period	4							2	1				1

Public Consultation - Return to Practice

In April 2013 the Board approved the Council Guidelines on a Return to Practice bye-law.

This bye-law sets out the requirements that will apply to a person seeking to join or be restored to the Register after a break of two or more years. The Social Workers Registration Board specifies minimum requirements for updating of knowledge and skills for a person to join or be restored to the Register.

In order to ensure transparency and engagement, a public consultation was held with an advertisement placed in a national newspaper and a notice on www.coru.ie between April and May 2013. The Board gave careful consideration to all responses received, a report on the consultation process was published and the Social Workers Registration Board Return to Practice Bye- Law was made.

Education

One of the functions of a Registration Board is to satisfy itself that education and training programmes provided by institutions in the State meet the criteria and standards required for statutory registration.

The Registration Board does this by ensuring that the relevant educational bodies deliver qualifications that prepare professionals for entry to practise the profession.

The Board does a full review of each education programme at least once every five years.

During 2013 the Social Workers Registration Board requested the education unit within CORU to carry out full reviews of the following programmes:

- Master in Social Work/Graduate Diploma in Social Work (full time and part time), University College Dublin
- Masters of Social Work/Postgraduate Diploma in Social Work Studies, University College Cork.

The Board also reviewed a notification of change for:

- Masters in Social Work, National University of Ireland Galway

Following a review of the reports the Board was satisfied as to the continuing suitability of the education, training, assessment, examination and the clinical training and experience provided by these three programmes

Membership of the Board

Val O'Kelly

Chairperson

*Private Health/Social
Care Management
Representative*

Attended 13 of 13
meetings of the Board



Anthony McCashin

*Third Level
Representative*

Attended 4 of 6 meetings
of the Board*
* appointed to Board
August



Declan Carey

Practising Professional Representative

Attended 13 of 13 meetings of the Board



Carol Moore

Education & Training Representative

Attended 4 of 6 meetings of the Board*
* appointed to Board August



Val Collier

Public Interest Representative

Attended 6 of 7 meetings of the Board



Suzanne Quin

Education & Training Representative

Attended 10 of 13 meetings of the Board



Ursula Fernée

Service Management Representative

Attended 9 of 13 meetings of the Board



Cormac Quinlan

Practising Professional Representative

Attended 8 of 13 meetings of the Board



Ned Kelly

Public Health/Social Care Management Representative

Attended 12 of 13 meetings of the Board



Mairead Harrington

*Attended 4 of 6 meetings of the Board**
* appointed to Board August





Ag Rialáil Gairmithe Sláinte
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Regulating Health +
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Radiographers Registration Board Annual Report

7.2 Annual Report - Radiographers Registration Board

This report is an account of the activities of the Radiographers Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

2013 saw the commencement of statutory registration for radiographers and radiation therapists, a new era in the regulation of health and social care professionals in the Republic of Ireland.

Only those practitioners who meet the standards set by the Radiographers Registration Board will be entitled to practise. This will strengthen and enhance the public's confidence in the profession.

Furthermore, as the Competent Authority for the profession, any individual seeking to work in Ireland as a Radiographer or Radiation Therapist, who gained their qualifications outside the State, must now apply to the Board to have their qualifications recognised before they can register. This will provide the public with greater assurance when they interact with a registered member of the profession that may have qualified abroad.

We understand that many radiographers and radiation therapists have actively sought the establishment of a Register, recognising the many benefits to them as individual practitioners in being part of a registered profession. We thank those professionals, their employers and many others who have participated on the journey to statutory registration. They have actively engaged with the work of the Board through public and stakeholder consultations and have helped build the system of statutory registration that is now in place. The new Code of Professional Conduct and Ethics that underpins the regulation of the profession is a good example of this consultative and collaborative approach.

2013 was a challenging but productive year for the Board. The careful deliberation that recognised the unique requirements of the profession that led to the division of the Register demonstrated that obstacles can be handled and solutions engineered in a sensitive and practical fashion. We'd like to thank the Board members individually for their collaborative effort and involvement in policy and decision making. We would also like to recognise the contribution of employers who continued to support Board members in their role with CORU and in particular the necessary time commitment required to fulfil this role effectively.

There is more work to be done. In particular, 2014 will see the Board setting out the requirements of professionals seeking to return to the profession after a break of two or more years.

On behalf of the Board we look forward to advancing the regulation of the profession in 2014.



Jason Last
Chairperson
Radiographers Registration Board



Ginny Hanrahan
Registrar
Radiographers Registration Board

Board Activities 2013

Background

The Minister for Health appointed the Radiographers Registration Board in January 2012.

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- The education and training of the profession
- The management of services provided by the profession
- The practice of the profession.

Dr. Jason Last is currently Chair of the Radiographers Registration Board.

In 2013, the Radiographers Registration Board met seven times.

At the close of 2013, there was one vacancy on the Radiographers Registration Board.

Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Radiographers Registration Board has accordingly the following functions:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

Registration

On 31 October 2013 statutory registration of radiographers and radiation therapists began. This milestone represented the culmination of many months of consultation and policy development on the part of the Radiographers Registration Board.

In advance of the opening of the Register, the Board agreed to open the Register with two divisions (radiographers and radiation therapists). Two divisions were necessary in recognition of the differences between qualifications and services provided by radiographers and radiation therapists. Considerable effort and careful deliberation by the Board in the first quarter of 2013 was required in order to reach this decision.

When applying for registration an individual will be required to specify the division of the Register for which they wish to be registered. If an individual is eligible to practise as both a radiographer and radiation therapist, they must apply separately to register in each division. Applicants can apply using an online registration system and once registered can maintain and update their details on the Register Applicants can apply using an online registration system and once registered can maintain and update their details on the register

Following a public consultation in March, the Radiographers Registration Board approved the Application for Registration Bye Law 2013 which sets out what's required of an applicant for registration.

In 2013, the Board established the criteria that would apply to the 'transitional' period for the profession. This two year transitional period after the opening of the Register is to allow existing practitioners time to apply for registration and satisfy the Registration Board that they meet the requirements. The transitional arrangements agreed include the provision for an Assessment of Professional Competence. If an applicant does not hold an approved or sufficiently relevant qualification, they must undertake an assessment of professional competence in order to apply for registration. The assessment of professional competence is based on the standards of proficiency for the profession.

A new statutory Code of Professional Conduct and Ethics for radiographers and radiation therapists was adopted in 2013 to underpin the regulation of the profession. This was prepared after consultation with the general public, radiographers and radiation therapists and with their representative bodies and employers. The Code specifies the standards of ethics, performance and conduct required of registered radiographers and radiation therapists in a clear and accessible manner. The code is set in a statutory instrument - Code of Professional Conduct and Ethics Bye-Law 2013.

In advance of the opening of the Register, national advertisements and notices on the website advised members of the public and the profession as to the commencement of statutory registration.

As of December 2013, 50 individuals completed the on-line registration application form and 18 of these had also submitted supporting documentation.

Qualifications gained outside the State / Competent Authority

Before applying for registration, holders of qualifications obtained outside the State must apply to the Board for recognition of their qualifications. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

From 31 October 2013, the Radiographers Registration Board was designated as the competent authority for the profession under Directive 2005/36/EC. The Board will now assess all new applications for the recognition of qualifications from outside the Republic of Ireland. Prior to this date, the Department of Health in conjunction with HSE's National Validation Office performed this role.

Between 31 October and 31 December 2013, two applications for recognition of international qualifications were made to the Board.

Panel of Assessors

In 2013 the Board sought expressions of interest through www.coru.ie in order to appoint a Panel of Assessors. Assessors must be a member of the profession with an academic/educational or clinical background in radiography or radiation therapy and a minimum of five years professional experience.

This Panel will advise the Board in a number of areas, including:

- Applications made under the transitional arrangements
- Recognition of International Qualifications, including aptitude tests and assessments of professional competence
- Completed Period of Adaptation reports

The first appointments were made in December 2013 by Council on the request of the Board and more will be added in 2014

Education

Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the profession. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

The Radiographers Registration adopted the Criteria and Standards of Proficiency for education and training for Radiographers and Radiation Therapists in 2013. They were adopted by the Board following a stakeholder consultation and workshop. Participants in the consultation workshop included representatives of the radiographer profession, radiation therapist profession, representative bodies, employers, students, and quality control and public interest representatives.

Members of the education steering group, established from the RRB membership in 2012, assisted with the preparation and facilitation of the consultation workshop. They also met on a number of occasions to review the findings of the consultation workshop. They prepared and presented their report to the RRB. The Standards of Proficiency are the standards required for all entrants to the register.

Education Steering Group membership Louise Rainford, Catherine McKenna, Suzanne Dennan and Olwyn Ryan

Approval & Monitoring of Education Programmes

One of the functions of a Registration Board is to satisfy itself that education and training programmes provided by institutions in the State meet the criteria and standards required for practice.

Following a public consultation in March, the Radiographers Registration Board approved the

Approved Qualifications and Divisions of the Register Bye-Law 2013 setting out the qualifications that meet the Board's Standards of Proficiency approved for the purpose of registration.

This is an important step in ensuring that members of the public are treated only by those professionals who hold qualifications which meet the standards set out by the Board.

Qualifications approved for entry to the Register were formally laid down in 2013 by means of SI 390 / 2013 following an assessment and evaluation process overseen by the Board.

The approved qualifications for each profession are as follows:

Radiographers:

Bachelor of Science (Hons) (Radiography) from the National University of Ireland

Radiation Therapists:

Bachelor in Science in Radiation Therapy [B.Sc [Ther.Rad.]] from the University of Dublin

Public Consultations

Under the Health and Social Care Professionals Act (2005) (as amended) the Board is required to make bye laws. These bye laws form the foundation pillars upon which the framework for the regulation of radiographers and radiation therapists were developed.

In order to ensure transparency and engagement with our stakeholders when developing these bye laws, in 2013, the Radiographers Registration Board ran four public consultations on –

- Code of Professional Conduct and Ethics
- Application for Registration
- Approved Qualifications and Divisions of the Register
- Elections to Radiographers Registration Board

The Board reviewed all submissions, published consultation reports on www.coru.ie and bye laws were made.

Bye Laws

The following bye laws were made by the Board, on approval by Council, and submitted to the Minister for Health for laying before the Houses of the Oireachtas in October.

- Application for registration Bye Law 2013
- Code of Professional Conduct and Ethics Bye Law 2013
- Approved Qualifications and Divisions of the Register Bye Law 2013

The bye law on the elections to the Radiographers Registration Board will be made in 2014.

Membership of the Board

Jason Last

Chairperson

Third Level Representative

Attended 6 of 7 meetings of the Board



Michele Monahan

Practising Professional Representative

Attended 7 of 7 meetings of the Board



Mary Pat Corridan

Practising Professional Representative

Attended 7 of 7 meetings of the Board



Mary O'Connor

Public Interest Representative

Attended 2 of 7 meetings of the Board



Bill Maher

Public Health/Social Care Management Representative

Attended 2 of 7 meetings of the Board



Olwyn Ryan

Private Health/Social Care Management Representative

Attended 6 of 7 meetings of the Board



Caitriona McGrath

Practising Professional Representative

Attended 6 of 7 meetings of the Board



Tom Ryan

Public Interest Representative

Attended 3 of 7 meetings of the Board



Catherine McKenna

Service Management Representative

Attended 6 of 7 meetings of the Board



Dympna Watson

Public Interest Representative

Attended 4 of 7 meetings of the Board



Suzanne Dennan

Service Management Representative

Attended 6 of 7 meetings of the Board



Louise Rainford

Education & Training Representative

Attended 5 of 7 meetings of the Board





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Dietitians Registration Board

Annual Report

7.3 Annual Report - Dietitians Registration Board

This report is an account of the activities of the Dietitians Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

The Minister for Health appointed the Dietitians Registration Board in February 2013.

Regulation had been sought by the profession for many years and the establishment of the Board was widely welcomed as a very positive development both for practitioners and for the public.

Statutory registration means the title dietitian will be legally protected, providing greater reassurance to the public that an individual has satisfied the Board that they have successfully met all required standards to perform their roles effectively, while practitioners will be supported in their work through a code of professional conduct and ethics. The Code will include the requirement for continuing professional development, enabling dietitians to ensure their knowledge and skills are up to date and relevant to their practice.

Since its first meeting, the Registration Board has progressed work in a number of important areas, each of which form the foundation for the regulation of the profession. 2014 will see this work continue as the countdown to the opening of the Register later in the year continues.

Public consultations on core elements of the new regulatory regime will form a significant part of our activity in 2014 and we encourage all professionals, employers and members of the public to engage with the Board. Your views will play an important role in developing a system of statutory registration.

We'd like to thank the Board members for their commitment and focus this year and we look forward to working with them again next year. The combination of lay and professional representatives working together on the Registration Board is ensuring we develop a fair, balanced and accountable system of regulation.



Elizabeth Barnes
Chairperson
Dietitians Registration Board



Ginny Hanrahan
Registrar
Dietitians Registration Board

Board Activities 2013

Background

The Minister for Health appointed the Dietitians Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- The management of services provided by the profession
- The education and training of the profession
- The practice of the profession.

At the Board's first meeting in March 2013, six members were drawn by lot, in accordance with the agreed procedure, to serve a two year term. The remaining members will serve a four year term.

Elizabeth Barnes was elected Chair of the Board and will serve a two year term as Chair. She will serve on the Board for four years.

At the close of 2013, there was one vacancy on the Dietitians Registration Board awaiting appointment by the Minister.

Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Dietitians Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

In March 2013, the Board undertook induction training, delivered by the Executive, to facilitate the transition to their new role as Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Building the Foundations for Regulation

Education

Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the profession. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

At the Board's request, the Council at CORU appointed two education advisors, Helena McNulty and Mary Ward University of Ulster to support the standards development work of the Board.

By the close of 2013, the Board had prepared a draft Criteria and Standard of Proficiency for education and training. When finalised, the Criteria and Standards of Proficiency will provide the basis for a range of activities including approval of qualifications and programmes required for registration to this profession and assessment of professional competence.

The draft Criteria and Standards of Proficiency for Dietitians Education and Training programmes will go out for public consultation in 2014, the Board will then consider the outcomes of the consultation and agree and adopt the final Criteria and Standards for Dietitians Education and Training programmes.

Approved qualifications for registration

In order to open the Register, the Board is required to approve the qualifications required for registration.

In 2013, the Dietitians Board began this process and an "Approved Qualification" Bye-Law will go for public consultation setting out the qualification for registration in early 2014.

Registration

In June 2013 the Dietitians Registration Board approved the details of registrants that will be held on the Register. They include the use of a professional name, primary place of practice, fitness to practise notifications and unique registration numbers. The Board also approved the Certificate of Registration.

The Board adopted the Council guidelines on the transitional period. After a Register opens, a two year transitional period is required to give dietitians already practising the opportunity to apply for registration and satisfy the Registration Board that they meet the requirements.

Following the end of the transitional period after the opening of the Register, only registered dietitians will be entitled to use the professional title. In cases where more than one title is commonly used within a designated profession and where the same professional qualifications

lead to the usage of one of these professional titles, a Registration Board needs to consider how it will best protect the public. In 2013, the Dietitians Registration Board decided to not protect the title “Clinical Nutritionist” but to examine the possibility of protecting the title “Dietician” in the future.

The Board is required to determine an assessment of professional competence. This is relevant in the case of applicants who do not hold either an approved qualification or sufficiently relevant qualification and have been practising in the State for two of the five years prior to the opening of the Register. Having reviewed the framework provided by the Council at CORU the Board agreed that the test of professional competence for dietitians will consist of a written submission and a structured interview which will demonstrate how they meet the standards of proficiency.

Code of Professional Conduct and Ethics

The Dietitians Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code will set out the standards of conduct, performance and ethics which dietitians must adhere to throughout the course of their work. When applying for registration, dietitians will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Dietitians Registration Board must ensure that the unique requirements of its profession are addressed when developing its Code of Professional Conduct and Ethics. Margaret Doyle, past Council member, retired Senior Dietitian, Nutrition and Dietetics Department St. Vincent’s University Hospital, was appointed in May 2013 as a researcher to support the Board in tailoring the Code for their profession.

The Board will finalise its consideration of the researchers report and the framework for the Code of Professional Conduct and ethics in early 2012, after which the Code of Professional Conduct and Ethics will go out for public consultation.

Membership of the Board

Elizabeth Barnes
Chairperson
<i>Service Management Representative</i>
Attended 6 of 6 meetings of the Board



Nick Kennedy
Third Level Representative
Attended 5 of 6 meetings of the Board



Ruth Charles

Service Management Representative

Attended 5 of 6 meetings of the Board



Halóg Mellet

Practising Professional Representative

Attended 5 of 6 meetings of the Board



Geneveive Becker

Practising Professional Representative

Attended 3 of 6 meetings of the Board



Cliodhna McDonough

Practising Professional Representative

Attended 4 of 6 meetings of the Board



Clare Corish

Education & Training Representative

Attended 5 of 6 meetings of the Board



Tony Morris

Public Health/Social Care Management Representative

Attended 6 of 6 meetings of the Board



Gráinne Denning

Public Interest Representative

Attended 5 of 6 meetings of the Board



Mary Nally

Public Interest Representative

Attended 3 of 6 meetings of the Board



John Hanily

Public Interest Representative

Attended 6 of 6 meetings of the Board



Anthony Smith

Public Interest Representative

Attended 6 of 6 meetings of the Board





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Occupational Therapists Registration Board Annual Report

7.4 Annual Report - Occupational Therapists Registration Board

This report is an account of the activities of the Occupational Therapists Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended)

Foreword

The Minister for Health appointed the Occupational Therapists Registration Board in February 2013 heralding the move to statutory registration for the profession.

The Occupational Therapists Registration Board will be responsible for establishing and maintaining the Register of occupational therapists in Ireland and for establishing a code of professional conduct and ethics to which registered occupational therapists must adhere.

The Registration Board will also assess, approve and monitor training courses for occupational therapists as well as being the designated Competent Authority responsible for recognising qualifications gained outside Ireland.

Members of the public place their trust in health and social care professionals. Regulation is about enhancing the public's confidence in the profession of occupational therapy through the setting of standards in education and training, professional competence and conduct and ethics.

Ultimately, only those individuals registered will be able to use the title "occupational therapist" providing reassurance to the public and reinforcing the professional reputation of registered practitioners.

We would like to thank the members of the Board for their effort this year and their employers for their continuing support. Work will continue in 2014 to prepare for the opening of the Register and we look forward to engaging with members of the profession, employers and the public as we develop a system of regulation which is robust and transparent and which protects the public.



Clodagh Nolan
Chairperson
Occupational Therapists
Registration Board



Ginny Hanrahan
Registrar
Occupational Therapists
Registration Board

Board Activities 2013

Background

The Minister for Health appointed the Occupational Therapists Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven appointees are lay members, with the remaining six being professional nominees, representing:

- The management of services provided by the profession
- The education and training of the profession
- The practice of the profession.

At the Board's meeting in March 2013, six members were drawn by lot, in accordance with the agreed procedure, to serve a two year term. The remaining members will serve a four year term.

Clodagh Nolan was elected Chair of the Board and will serve a two year term as Chair. She will serve on the Board for four years.

Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Occupational Therapists Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

In March 2013, the Board undertook induction training, delivered by the Executive at CORU, to facilitate the transition to their new role as Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Building the Foundations for Regulation

Education

Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the profession. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

At the Board's request, in May 2013, the Council at CORU appointed Professor Gill Chard. to support the standards development work of the Board.

By December 2013, the Board had prepared a draft Criteria and Standard of Proficiency for education and training. A sub-group of the Board (Clodagh Nolan, Anne-Maree Quinn and Odhran Allen) was formed in November to conduct some additional work on the standards of proficiency specific indicators related to the knowledge understanding and skills for the profession and the full Board will consider and finalise the document in early 2014. When finalised, the Criteria and Standards of Proficiency will provide the basis for a range of activities including approval of qualifications and programmes required for registration to this profession and assessment of professional competence.

The draft Criteria and Standards of Proficiency for Occupational Therapists Education and Training programmes will go out for public consultation in 2014, the Board will then consider the outcomes of the consultation and agree and adopt the final Criteria and Standards for Occupational Therapists Education and Training programmes.

Approved qualifications for registration

In order to open the Register, the Board is required to approve the qualifications required for registration.

In 2013, the Occupational Therapists Registration Board began this process and a draft "Approved Qualification" Bye-Law will go for public consultation setting out the qualification for registration in early 2014.

Registration

In 2013 the Occupational Therapists Registration Board approved the details of registrants that will be held on the Register. They include the use of a professional name, primary place of practice, fitness to practise notifications and unique registration numbers. The Board also approved the Certificate of Registration.

In July 2013, the Occupational Therapists Board agreed that existing practitioners must be engaged in the practice of the profession for two or the five years prior to the opening of the Register. The Board will consider and determine any variables which may exist (including the

part-time equivalence) for this requirement in early 2014.

In 2013 the Occupational Therapists Registration Board adopted the Council guidelines on the transitional period. After a Register opens, a two year transitional period is required to give Occupational Therapists already practising, the opportunity to apply for registration and satisfy the Registration Board that they meet the requirements.

The Registration Board are required to determine an assessment of professional competence. This is relevant in the case of applicants who do not hold either an approved qualification or sufficiently relevant qualification and have been practising in the State for two of the five years prior to the opening of the Register.

Having reviewed the framework provided by the Council at CORU, in 2013, the Board considered the elements which may make up the test of professional competence for occupational therapists. This work will be finalised in early 2014.

Code of Professional Conduct and Ethics

The Occupational Therapists Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code will set out the standards of conduct, performance and ethics which occupational therapists must adhere to throughout the course of their work. When applying for registration, occupational therapists will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Occupational Therapists Registration Board must ensure that the unique requirements of its profession are addressed when developing its Code of Professional Conduct and Ethics.

Dr. Margaret Hanson, Oxford Brookes UK, was appointed in May 2013 as a researcher to support the Board in tailoring the Code.

The Code of Professional Conduct and Ethics will go out for public consultation in 2014.

Membership of the Board

Clodagh Nolan
Chairperson
<i>Education & Training Representative</i>
Attended 7 of 7 meetings of the Board



Ailish Kelly
Service Management Representative
Attended 5 of 7 meetings of the Board



Odhrán Allen

Practising Professional Representative

Attended 6 of 7 meetings of the Board



Orla McDonnell

Third Level Representative

Attended 5 of 7 meetings of the Board



Gaynor Beyer

Service Management Representative

Attended 6 of 7 meetings of the Board



Tina McGrath

Practising Professional Representative

Attended 6 of 7 meetings of the Board



Fionnuala Cook

Public Interest Representative

Attended 5 of 7 meetings of the Board



Máire O'Leary

Private Health/Social Care Management Representative

Attended 6 of 7 meetings of the Board



Anthony Gilligan

Public Interest Representative

Attended 2 of 3 meetings of the Board*
*appointed to Board October



Anne-Maree Quinn

Practising Professional Representative

Attended 6 of 7 meetings of the Board



June Boulger

Public Health/Social
Care Management
Representative

Attended 3 of 7 meetings
of the Board



Elena Secas

Public Interest
Representative

Attended 2 of 3 meetings
of the Board*
*appointed to Board
October



Lana O'Gorman

Public Interest
Representative

Attended 3 of 7 meetings
of the Board





**Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh**

**Regulating Health +
Social Care Professionals**

Speech and Language Therapists Registration Board

Annual Report

7.5 Annual Report 2013 - Speech and Language Therapists Registration Board

This report is an account of the activities of the Speech and Language Therapists Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended)

Foreword

The Speech and Language Therapists Registration Board met for the first time in March 2013, following its establishment by the Minister for Health in February.

Speech and Language Therapists provide their clients with a vital service and a relationship based on trust and confidence is critical. The move to statutory registration is a positive development, providing a vital gatekeeping role when it comes to the upholding of professional standards.

Regulation will further enhance the profession's standing and most importantly will give reassurance to members of the public that registered speech & language therapists meet specified approved standards.

2013 saw the building of the foundations for regulation of the profession by the Board with much work undertaken in ensuring the standards are developed effectively. Furthermore, 2013 saw the beginning of engagement with the public, employers and members of the profession in the form of the Board's first public consultation.

This consultation was on the Criteria and Standards of Proficiency for Education and Training. These are the requirements for the approval of programmes of education for speech and language therapists. Students who successfully complete an approved programme meet the standard of proficiency for the profession and are eligible to apply for entry on the Register. When finalised following the consultation, the Criteria and Standards of Proficiency will also be used in the assessment of professional competence and in the recognition of qualifications gained outside the state.

We look forward to continuing this important work in 2014. We will be engaging with all our stakeholders as well as speech and language therapists as we build a model of regulation. Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and continuing professional development for professionals.



Helen Shortt
Chairperson
Speech and Language Therapists
Registration Board



Ginny Hanrahan
Registrar
Speech and Language Therapists
Registration Board

Board Activities 2013

Background

The Minister for Health appointed the Speech and Language Therapists Registration Board in February 2013 following a public appointment notice.

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates. Seven appointees are lay members, with the remaining six being members of the profession who are engaged in:

- The management of services provided by the profession
- The education and training of the profession
- The practice of the profession.

At the Board's first meeting in March 2013, six members were drawn by lot, in accordance with the agreed procedure, to serve a two year term. The remaining members will serve a four year term.

Helen Shortt was elected Chair of the Board and will serve a two year term as Chair. She will serve on the Board for four years.

Role

Under the Act the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Speech and Language Therapists Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

In March 2013, the Board undertook induction training, delivered by the Executive, to facilitate the transition to their new role as Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Building the foundations for regulation

Education

Public Consultation - Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the profession. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

By November 2013, the Board had prepared a draft Criteria and Standards of Proficiency for education and training. The Criteria and Standards of Proficiency provides the basis for a range of activities including approval of qualifications and programmes required for registration to this profession and assessment of professional competence.

The draft Criteria and Standards of Proficiency for Speech and Language Therapists Education and Training programmes went out for public consultation on www.coru.ie in December 2013.

The report of the consultation will be considered by the Board in early 2014 and the finalised Criteria and Standards of Proficiency for Speech and Language Therapists will be published on www.coru.ie.

Approved qualifications for registration

In order to open the Register, the Board is required to approve the qualifications required for registration.

In 2013, the Speech & Language Therapists Registration Board began this process and an "Approved Qualification" Bye-Law will go for public consultation setting out the qualification for registration in early 2014.

Registration

The Register

In May 2013 the Speech and Language Therapists Registration Board approved the details of registrants that will be held on the Register. They include the name under which the registrant practices, primary place of practice, fitness to practise notifications and unique registration numbers. The Board also approved the form of the Certificate of Registration which will be issued annually on renewal of registration.

The Board approved that existing practitioners must be engaged in the practice of the profession for two or the five years prior to the opening of the Register. Applicants applying under the transitional arrangements will be required to provide proof of engagement in the practice of the profession for this period.

Private practitioners will be required to make a self-declaration regarding their practice and provide proof of professional indemnity insurance along with three other items of proof (to be selected from a set list).

In July 2013 the Speech and Language Therapists Registration Board adopted the Council guidelines on the transitional period. After a Register opens, a two year transitional period is required to give speech and language therapists already practising, the opportunity to apply for registration and satisfy the Registration Board that they meet the requirements.

The Speech and Language Therapists Registration Board are required to determine an assessment of professional competence. This is relevant in the case of applicants who do not hold either an approved qualification or a qualification listed in the Act for existing practitioners or a sufficiently relevant qualification and have been practising in the State for two of the five years prior to the opening of the Register. Having reviewed the framework provided by the Council at CORU, in July 2013, the Board began the process to set out the test of professional competence which will demonstrate how an individual meets the standards of proficiency. This work will be finalised in 2014.

Code of Professional Conduct and Ethics

The Speech and Language Therapists Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code will set out the standards of conduct, performance and ethics which registrants must adhere to throughout the course of their work. When applying for registration, applicants will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Speech and Language Therapists Registration Board must ensure that the unique requirements of its profession are addressed when developing its Code of Professional Conduct and Ethics.

At the Board's request, the Council at CORU appointed Anna van der Gaag, Current Chair Health Professions Council and Honorary Research Fellow, University of Glasgow and Rachel Leonard, Lecturer Discipline of Speech & Language Therapy, NUI Galway as researchers.

The Code of Professional Conduct and Ethics will go out for public consultation in 2014.

Membership of the Board

Helen Shortt

Chairperson

*Public Health/Social
Care Management
Representative*

Attended 7 of 7 meetings
of the Board



Martine Smith

Practising Professional
Representative

Attended 6 of 7 meetings
of the Board



Chinwe Rose Anago

Public Interest Representative

Attended 6 of 7 meetings of the Board



Sinead Kennedy

Practising Professional Representative

Attended 4 of 7 meetings of the Board



Aileen Barrett

Public Interest Representative

Attended 6 of 7 meetings of the Board



Maeve Murphy

Service Management Representative

Attended 7 of 7 meetings of the Board



Paula Bradley

Practising Professional Representative

Attended 5 of 7 meetings of the Board



Celia Nichol

Service Management Representative

Attended 6 of 7 meetings of the Board



Fiona Gibbon

Education & Training Representative

Attended 7 of 7 meetings of the Board



Fintan Reddy

Public Interest Representative

Attended 5 of 7 meetings of the Board



Irene Gunning

Public Interest
Representative

Attended 1 of 7 meetings
of the Board



Agnes Shiel

Third Level
Representative

Attended 4 of 7 meetings
of the Board



Suzanne Keenan

Private Health/Social
Care Management
Representative

Attended 4 of 7 meetings
of the Board



**Members of the
Education Sub Group**

Martine Smith

Chinwe Rose Anago

Celia Nichol

Fiona Gibbon

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