



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Public Consultation Report

Occupational Therapists Registration Board -
Consultation on Election of Members for Appointment
to Registration Boards Bye-Law

June 2016



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Introduction

About the Occupational Therapists Registration Board

The Occupational Therapists Registration Board has statutory responsibility for the registration of members of the profession; approval and monitoring of education and training programmes; establishing the code of professional conduct and ethics and standards of performance to which Occupational Therapists must adhere to and recognition of qualifications gained outside the State.

About CORU

CORU is responsible for regulating health and social care professions. It comprises the Health and Social Care Professionals Council and the registration boards established under the Health and Social Care Professionals Act 2005 (as amended).

CORU's role is to protect the public by promoting high standards of professional conduct, professional education, training and competence amongst the designated professions.

The designated professions under the Act are social workers, clinical biochemists, optometrists, dispensing opticians, medical scientists, occupational therapists, orthoptists, physiotherapists, podiatrists, psychologists, radiographers, radiation therapists, social care workers and speech and language therapists.



The Public Consultation Process

Background

The Occupational Therapists Registration Board has prepared a draft Bye-Law on the Election of Members for Appointment to Registration Boards.

When finalised, the Bye Law will specify the process by which elections are to take place for the board.

Publicising the Consultation Process

A public consultation on the draft Bye-Law was held between 03 May 2016 and 03 June 2016.

A number of channels were used to publicise the consultation process and invite the submission of observations. These included:

- An advertisement was placed in the Irish Times on 03 May 2016 (See appendix one for a copy of the advertisement).
- Information on the consultation along with a link to the online feedback form was hosted on the CORU website. (See appendix 2)
- An online survey was developed. An email with a link was also sent to a targeted list of over 1200 stakeholders, including the Professional Bodies, Trade Unions, educators and other interested parties who have previously corresponded with CORU (see appendix 3 for a copy of the survey).
- Email to all Occupational Therapists registered with the Board(Appendix 4)

People were invited to participate in the consultation process in a number of ways:

- They could ring CORU to request a copy of the draft Bye-Law, and to offer feedback
- They could visit CORU's office to view the draft Bye-Law, and give their feedback in person.
- They could visit www.coru.ie and choose to complete an online feedback form, to print a copy of the form and post it, or email it to CORU.
- They could email submissions to consultation@coru.ie



Overview of responses to consultation

There was 1 response to the online survey:

Respondents were asked to identify if they were offering feedback on their own behalf or on behalf of an institution or organisation.

Individual	1
Organisation	0
Institution	0

Acknowledgements

CORU would like to extend its appreciation and thanks to all those that participated in the consultation process. The report from the consultation process was reviewed by the Occupational Therapists Registration Board.

Issues emerging from the consultation process

Of the one submission to the consultation received, a number of issues were addressed:

1. Regarding the Publication of the Notice of Election it was suggested by the respondent that the notice of election should also be circulated via the HSE and HEI's. They stated that the majority of occupational therapists do not monitor the CORU website on a regular basis and fewer people but newspapers

Proposed Board Response:

CORU's Public consultations are communicated to all CORU stakeholders (employers, trade unions, educational providers, professional bodies, other regulators, patient advocate groups) via our email database. All groups on our communications lists have given us permission to email them in relation to the Public Consultations. We also have a list of registrants, employers and members of the public who have asked us to keep them updated on all CORU news through signing up to our website. The total number of recipients who received the email notice was over 1,200.

CORU's website has a weekly audience of over 7,000 – the Public consultations are highlighted on the main home page.

Advertising in a newspaper gives CORU wider access to the general public for whom our role is to help protect. Readership for the Irish Times is national and the daily average readership is 317,000 (JNRS/ Millward Brown).



2. The next issue raised by the same respondent was that where an election is for a person engaged in the practice, this should be engaged in the practice of the discipline only and not using the qualification to gain employment in another capacity.

Proposed Board Response:

The scope of the Bye Law does not allow for the change in the type of employment of the individual.

Conclusion

The Occupational Therapists Registration Board considered all the submissions in detail. It was agreed that the views received were noteworthy but would not directly affect the content of the Bye Law.



Appendix 1: Copy of Advertisement



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Public Consultation

Bye-law: Election of Members for Appointment to Registration Boards

We are seeking the views of the public, members of the professions and other interested parties on draft bye-laws governing the election of members to the following registration boards:

- **The Speech and Language Therapists Registration Board**
- **The Occupational Therapists Registration Board**
- **The Dietitians Registration Board**

Further information is available at www.coru.ie

The closing date for receipt of comments and submissions is 5pm, 3 June 2016

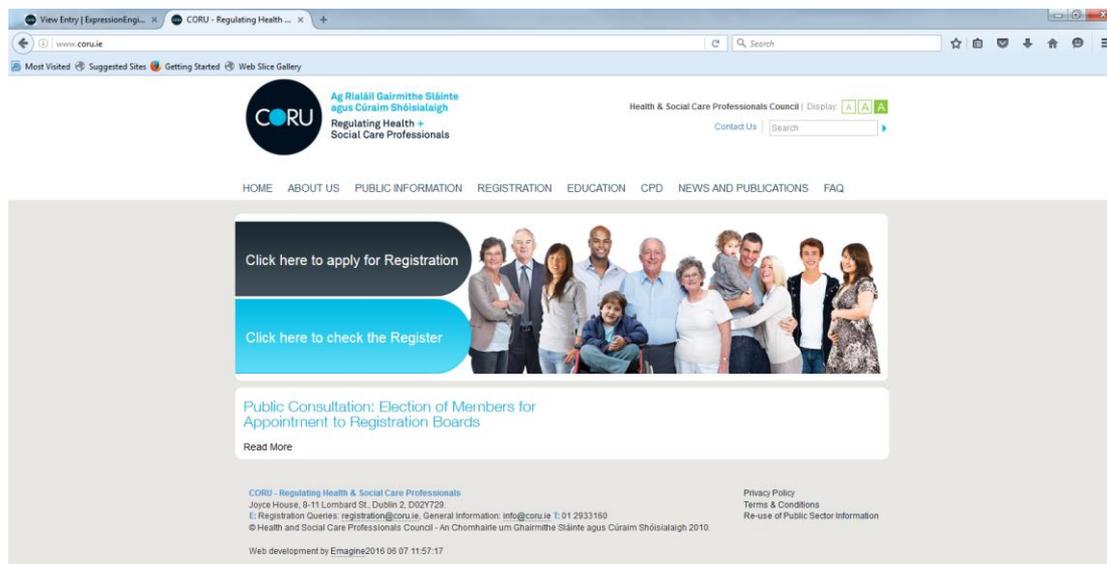
Submissions received after this time and date will not be considered.

CORU is responsible for protecting the public by regulating health and social care professionals.

CORU, Joyce House, 8-11 Lombard Street, Dublin 2, D02 Y729.
T: 01 2933160 E: info@coru.ie W: www.coru.ie



Appendix 2: Notice of Public Consultation on CORU website



May, 2016

Current Public Consultations

1. Draft Bye-Law on Election of Members for Appointment to the Occupational Therapists Registration Board.

Elections will take place to appoint members to the Occupational Therapists Registration Board in 2017 after the transition period closes on 31 March 2017.

This will be the first election of members to the Board. There are currently three vacancies on the Board to be filled by

- One registrant of the profession who is engaged in the practice of the profession
- One registrant of the profession who is engaged, as a member of the profession, in the management of services provided by it.
- One registrant of the profession who is engaged in the education and training of members of the profession

Persons elected to fill these vacancies will be appointed for a term of office of up to three years.

Three further terms of office will expire in February 2017 and it is proposed to hold the election of members for these at the same time.

The vacancies will be filled by

- Two registrants of the profession who are engaged in the practice of the profession



- One registrant of the profession who is engaged, as a member of the profession, in the management of services provided by it.

Persons elected to fill these vacancies will be appointed for a term of office of up to four years.

The Board is required by the Health and Social Care Professionals Act 2005 (as amended) to make a bye-law to set out the conduct of elections for the appointment of members to the Board.

Bye-Law:

We are seeking your views on the draft bye-law Election of members for appointment to the Occupational Therapists Registration Board Bye-Law 2016 before its final approval by the Board.

The draft bye-law sets out:

1. The form of elections and voting system
2. Role of Returning Officer
3. The nomination procedure and categories of candidates
4. Ballot papers
5. The counting of votes
6. Declaration of result.

How to submit your views:

- o By completing the online consultation feedback form which can be found [here](#).
- o By emailing: consultation@coru.ie
- o In writing: Public consultation, CORU, Joyce House, 8-11 Lombard Street, Dublin 2 DO2 Y729

A report outlining the consultation process will be published on www.coru.ie following consideration of all submissions.

Closing Date:

The consultation process will close at 5pm on 3 June 2016.

Any submissions received after this time will not be considered.



Appendix 3: Copy of Online Feedback Form

Public Consultation on Bye-Law on Election of Members to the Occupational Therapists Registration Board

The Registration Board is required by the Health and Social Care Professionals Act 2005 (as amended) to make a Bye-Law to set out the conduct of elections for the appointment of members to the Board.

We have now launched a public consultation seeking the views of the public, the professions and other interested parties on the Bye-Law before its final approval by the Board.

A number of consultation questions have been prepared for your consideration when reviewing the draft Bye-Law. We encourage responses to all of the questions as well as any additional comments that you would like to make.

The draft Bye-Law '*Election of Members for Appointment to the Registrations Board Bye-Law 2016*' has been published on www.coru.ie. It can also be requested by emailing consultation@coru.ie or contacting CORU on 01 2933160.

The consultation process will close at 5pm on 3 June 2016. We will then assess all feedback as we finalise the Registration Board's bye-law.

A report on the consultation process will be published on www.coru.ie

If you wish to do so, you can request that your name and/or organisation be kept confidential and excluded from the published summary of responses. Please note that we may use your details to contact you about your responses. We do not intend to send responses to each individual respondent.

If you have any questions, or if you require further information, please contact CORU on 01 2933160 or email info@coru.ie

1. Contact Details:

You do not need to provide this information but please do if you would like us to provide you with details on the outcome of this consultation process.

First Name:	<input type="text"/>
Surname:	<input type="text"/>
Email:	<input type="text"/>
Telephone Number	<input type="text"/>



2. Would you like to be added to our database so we can contact you regarding future developments? Please say YES or NO

- Yes
 No

3. Are you contributing to this public consultation in:

- a personal capacity
 on behalf of an organisation

If on behalf of an organisation, please specify the name of the organisation:

4. How did you hear about this consultation?

- Advertisement in a newspaper
 Article in a publication
 On www.coru.ie
 On another website
 By email

Other (please specify)

5. Are you responding to the *:

*choice on drop down menu for Bye Law specific to Occupational Therapists Registration Board

6. The Bye-Law proposes that the electoral system is proportional representation by the single transferrable vote.

If you were to choose an electoral system would it be:

- Proportional Representation
 First past the post



Please provide any comments you have here:

A large, empty rectangular text input field with a light gray border. It includes standard scrollbars on the right and bottom edges, indicating it is a scrollable area for text entry.

7. The Bye-Law proposes that notice of the holding of the election will be given at least 56 days before the date of the election.

Do you believe that the notice period is:

- Too short
- Sufficient
- Too long

If you believe that an alternative notice period should be used, please say what that notice period should be. Please also provide any comments on the notice period.

A large, empty rectangular text input field with a light gray border. It includes standard scrollbars on the right and bottom edges, indicating it is a scrollable area for text entry.

8. It is proposed that the notice of the election will be published on CORU website and in one national daily newspaper.

Please provide any comments on the publication of the notice of the election:

A large, empty rectangular text input field with a light gray border. It includes standard scrollbars on the right and bottom edges, indicating it is a scrollable area for text entry.



9. The Bye-Law proposes that in order to be eligible for election for appointment to a Registration Board the person must among other things:-

a) Be registered with the Registration Board for the designated profession on the day that the electoral register is established.

b) Have been proposed by one registrant, and supported by a further four registrants of the profession in writing,

c) submit a signed declaration confirming his or her eligibility to be nominated in the chosen category

d) submit a signed declaration confirming that if he or she is elected there is no reason for the Minister to remove that person as a member of a registration board

Do you agree that the proposed nomination process is appropriate?

- Strongly Agree
- Agree
- Disagree
- Strongly Disagree
- Don't Know

Do you have any comments on the nomination process?

10. It is proposed that the names of the proposers and supporters of a candidate will be printed on the notice confirming the candidates validly nominated for election

Do you agree that the names of the proposer and 4 supporters should be published?

- I agree
- I disagree
- No opinion



Please provide any comments in relation to the publication of proposers and supporters names:

A large, empty rectangular text box with a light gray border and a vertical scrollbar on the right side, intended for user input.

11. It is proposed that candidates will have the option to have his/her photograph included on the ballot paper

Do you believe that photographs on ballot papers should be:

- Compulsory
- Optional (at candidates' discretion)
- No opinion

12. CORU is considering how best to provide canvassing information provided by candidates. It is proposed that canvassing material (limited to 300 words) would be published by CORU on the website. The register of electors will not contain registrants' personal details including postal addresses.

Please provide any comments on canvassing materials:

A smaller, empty rectangular text box with a light gray border and a vertical scrollbar on the right side, intended for user input.

13. It is proposed that ballot papers must be returned within 14 days.

Do you feel that a 14 day period is:

- Sufficient
- Too short
- Too long

If you think that 14 days is too short or too long, would you like to suggest an alternative time period.

A large, empty rectangular text box with a light gray border and a vertical scrollbar on the right side, intended for user input.



14. It is proposed that the Registration Board will appoint two scrutineers whose duty will be to monitor the process for determining the validity of nominations and that the counting of votes is carried out in accordance with the bye-law and in an honest, fair and accurate manner.

Please provide any comments on the role of the scrutineers:

15. Please provide any other comments on the election process:

Thank you for participating in this consultation process. Your views will be taken into consideration. If you have provided your contact details you will be contacted with details on the outcome of this process.

If you have any queries please contact CORU on 01 2933160 or email consultation@coru.ie



Appendix 4: Email notice to all Registered Occupational Therapists

Dear Occupational Therapist Registrant,

We are launching a public consultation on a bye-law governing the election of members for appointment to the Registration Board.

In 2016, elections will take place to appoint members to the Registration Board. This is the first election of members to the Board and the vacancies will be filled by

- Three registrants of the profession engaged in the practice of the profession
- Two registrants of the profession who are engaged, as members of the profession, in the management of services provided by it.
- One registrant of the profession who is engaged in the education and training of the profession

Three of the vacancies on the Registration Board will be filled for a three year term and three will be filled for a 4 year term on expiry of the current members' term of office.

Only registrants can be nominated for election and only registrants can vote in the election of members to the Registration Board.

The Board has responsibility for maintaining a statutory register of members of the profession; the approval and monitoring of education and training programmes for the profession; establishing the code of professional conduct and ethics and standards of performance for registrants and recognising qualifications gained outside the State.

The Board is required by the Health and Social Care Professionals Act 2005 (as amended) to make a bye-law to set out the conduct of elections for the appointment of members to the Board.

We are seeking your views on the draft bye-law before its final approval by the Board.

The draft bye-law sets out:

1. The form of elections and voting system
2. Role of Returning Officer
3. The nomination procedure and categories of candidates
4. Ballot papers
5. The counting of votes
6. Declaration of result.

A copy of the bye-law can be viewed on www.coru.ie . Feedback can be provided by filling in the [feedback form](#) <click here>. The consultation process will **close at**



5:00pm on 3 June 2016. Any submissions received after this time will not be considered.

We want to ensure that the system of regulation is developed in consultation with the public, the professions and other interested parties. By participating in this consultation process, your views will be taken into consideration.

END