



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health
Social Care Professionals

Protecting you

by regulating Ireland's health
and social care professions

**Annual Report and
Financial Statements**

2016



OUR MISSION

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

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Council Chairperson Statement

In accordance with Part 2, Section 25 of the Health and Social Care Professionals Act 2005, I am pleased to submit the Health and Social Care Professionals Council and Registration Boards of CORU Annual Report for 2016 with details of the work and achievements of CORU during that time.



I was appointed Chairperson of the Health and Social Care Professionals Council by Minister Simon Harris in 2016 and was delighted to accept this role at a pivotal time for the work of CORU.

Since the first meeting of the Health and Social Care Professionals Council in March 2007 we have achieved much. The task of introducing a regulatory regime to professions – some of whom were being introduced to regulation for the first time was not inconsiderable. It is a testament to the professions and to the Council, Committees of Council, Registration Boards and the efforts of the executive at CORU that we now have established Registration Boards and registers for the following professions: dietitians, occupational therapists, optometrists and dispensing opticians, physiotherapists, radiographers and radiation therapists, social workers and speech and language therapists.

A Registration Board has been appointed for Social Care Workers and Medical Scientists, which will open their Registers when the required detailed preparation has been completed. The other professions to be regulated for which there is neither a Registration Board nor a Register in place, are the remaining designated professions: psychologists, podiatrists, clinical biochemists and orthoptists.

At the end of 2016 there were over 9,000 health and social care professionals regulated by CORU. Over the next five years (2017-2021) we expect to grow to over 25,000 regulated professionals once all fifteen designated professions are regulated. This will make CORU the second largest regulator of healthcare professionals in Ireland.

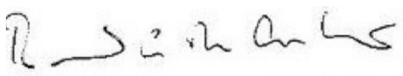
My priority as Chairperson will be to work with our Council, Registration Boards and CORU's executive team led by Ginny Hanrahan to ensure we manage this growth so that we build a sustainable model of regulation that effectively delivers our remit to protect the public. During 2016 the new five year strategy was developed and if there is a theme to this statement of strategy it is to "finish what we have started".

The Statement of Strategy will inform our annual work plan and will be regularly monitored by Council. It will ensure we remain fit for purpose as Ireland's only multi-profession regulator and deliver on our remit in a sustainable and cost effective way for all our stakeholders.

I would like to pay tribute to my predecessor Tom Jordan, whose contribution to the work of CORU has been unparalleled. Having spent almost a decade on its Council, including two terms as Chairperson, he oversaw the creation of very strong foundations and from these CORU is excellently positioned to continue its very important work.

I am indebted to many colleagues for the support I receive personally and for their tremendous commitment to CORU. I would like to take this opportunity to thank them all. This includes our members of Council and Registration Boards, members of our committees; the educators, employers and patient advocate groups as well as professional bodies and unions. The enthusiasm shown by the registrants themselves is heartening and demonstrates an outstanding commitment to their patients and service users. CORU enjoys tremendous support from the Department of Health, in particular from the Professional Regulatory Unit and from Minister Simon Harris T.D. and successive Ministers for Health over the years. CORU has a talented and dedicated executive team, led by Ginny Hanrahan, and it is my pleasure to work with all of them.

Independent regulation is critical to protect the public who deserve to have confidence in the standard of care they receive from health and social care professionals. We will ensure high standards of education, training and competence across the professions under our remit at CORU.



Professor Bernard McCartan

Chairperson

Health and Social Care Professionals Council

Chief Executive Officer Foreword

This Annual Report provides details of the extent of activities carried out by CORU in 2016, with successful achievements in line with the organisations Statement of Strategy 2013-2016. I am pleased to present the 2016 Annual Report for the Health and Social Care Professionals Council and the Registration Boards after what was another extremely successful year.



2016 saw a number of significant developments for CORU, as we have continued to roll out regulation to an increasing number of professions, and now have over 9,000 professionals regulated. The professional titles of Dietitian and Speech and Language Therapist became protected with the closing of the grand parenting period in October, and I would like to congratulate those professions on reaching this milestone.

The process of expanding regulation to additional professions designated under the Health and Social Care Professionals Act 2005 (as amended) continued at a strong pace. The statutory register for Physiotherapists was officially opened on 30 September this year, while Minister Simon Harris T.D. has also appointed the Medical Scientists Registration Board to commence their journey towards statutory regulation. He has also overseen consultation on the regulation of Counsellors and Psychotherapists to prepare for the designation of these two professions under CORU's remit.

In addition, the Social Care Workers Registration Board, who first met in May 2015, is currently undertaking the necessary preparatory work to open its register for social care workers. As a young profession, more work has had to be put in place to ensure the correct standards are set. This Board agreed their criteria and standards of proficiency, outlining what is expected of new graduates in Ireland to enter the Register. They also commenced consultation on their Code of Professional Conduct and Ethics at the end of 2016. We look forward to working with all the designated professions in the future to successfully transition them to statutory regulation.

As part of CORU's remit to protect the public, during the year we continued to develop guidelines on Continuing Professional Development (CPD) for registered professionals. We also investigated 36 Fitness to Practise complaints against health and social care professionals in 2016. The number of complaints received was less than in 2015; however we expect to see an increase in Fitness to Practise hearings over the coming years as the number of registrants increases.

With a very extensive remit and the increasing complexity of Ireland's health and social care services, it is planned to launch our next Statement of Strategy for the 2017-2021 period in early 2017. This strategy will set out the roadmap for CORU over the next five years as we continue to develop and implement robust regulation of Ireland's health and social care professions.

There are countless people that deserve my sincere thanks for their service to CORU over the past year. While I cannot name them all, I would encourage readers to study the names within this report, those on our Council, our Registration Boards and our Committees; all of these people give generously of their time, in a voluntary capacity, in pursuit of our mission. I also want to thank the Executive Team at CORU who every day demonstrate a very strong commitment, dedication and professionalism to protecting the public.

I would like to pay a particular tribute to our outgoing Chairperson Tom Jordan; he dedicated nine years to working with CORU, and played a significant role in ensuring our early successes. I offer him my personal thanks and every best wish for the future.

There are many challenges and exciting opportunities ahead for CORU. I look forward to working with our Chairperson, Professor Bernard McCartan as we continue to deliver an effective regulation regime of our designated health and social care professions. It has been my pleasure to work with him since he first joined Council in 2014. I am grateful for his support, and wish him every success in his role as Chairperson.



Ginny Hanrahan

Chief Executive Officer and Registrar CORU

About CORU

Our Mission, Vision and Values

CORU is Ireland’s multi-profession health and social care regulator. Working in the public interest, our role is to protect the public 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” comes from a derivative of the Irish word “Coir”, which means “fair, just and proper”.

CORU is responsible for the regulation, under the 2005 Act (as amended), of 15 designated health and social care professions, which between them have an estimated 25,000-30,000 members. Additional professions may be added by the Minister for Health in the future. For the first time, these designated professions will now be regulated on a statutory basis.

CORU is responsible for the regulation of 15 designated health and social care professions, which between them have an estimated 25,000-30,000 members.

The designated professions are:

- > Clinical Biochemists
- > Dietitians
- > Dispensing Opticians
- > Medical Scientists
- > Occupational Therapists
- > Optometrists
- > Orthoptists
- > Physiotherapists
- > Podiatrists
- > Psychologists
- > Radiographers and Radiation Therapists
- > Social Care Workers
- > Social Workers
- > Speech and Language Therapists.

Each profession has/will have its own Registration Board which is/will be 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, the Occupational Therapists Registration Board, the Optical Registration Board, the Physiotherapists Registration Board, the Social Care Workers Registration Board and the Medical Scientists Registration Board.

The remaining Boards will be established on a phased basis.

Figure 1 | Registration Boards by Phase as at December 2016



Our Mission

Our mission, vision and values have served us well on our journey to date and will continue to underpin our Statement of Strategy and the day to day activities of our business.

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

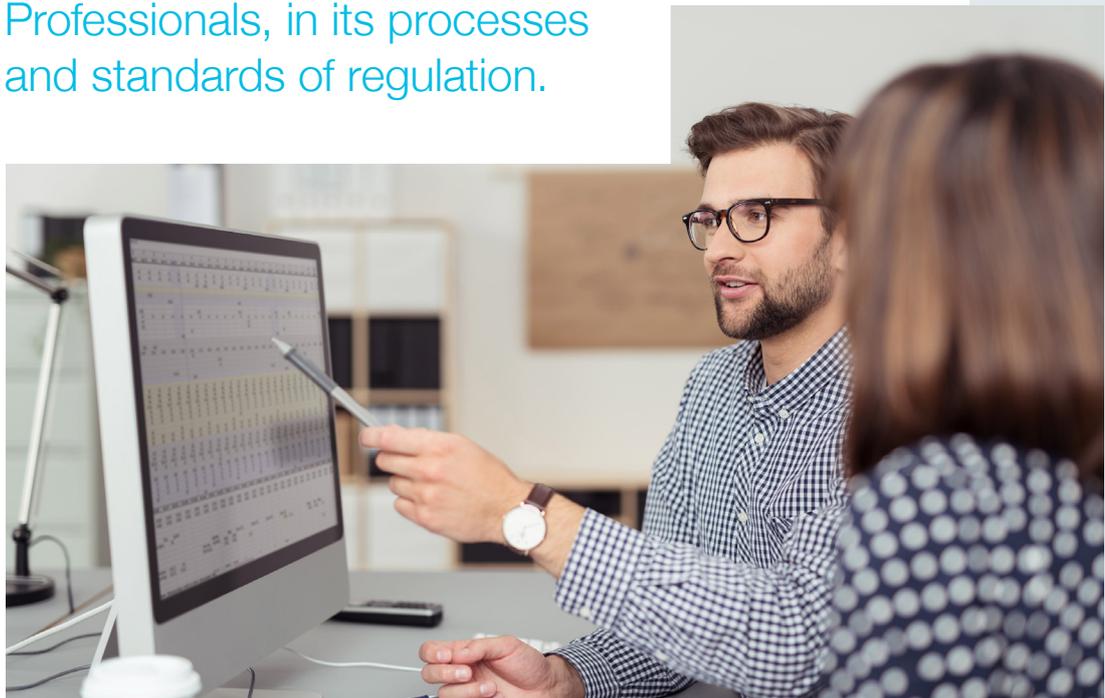


To protect the public by promoting high standards of professional education, conduct, training and competence among registrants of the designated professions.



Our Vision

CORU has the confidence and recognition of both the Public and the Health and Social Care Professionals, in its processes and standards of regulation.





Our 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 the statutory body established by Government to protect the public through the statutory registration of the health and social care professions designated in the 2005 Act.

The role of the Council is to:

- › Oversee and co-ordinate the work of the Registration Boards
- › Enforce standards of practice for registered professionals including codes of professional conduct and ethics
- › Operate Fitness to Practise for registered professions
- › Make decisions and give direction relating to disciplinary sanctions on registrants
- › Be responsible for allocating resources in an efficient and effective way.

The Council is comprised of 29 members – 1 member nominated from each of the 14 regulated professions and 15 lay members. The lay members (non-members of the professions being regulated by CORU) are drawn from the education sector, patient advocacy groups, the voluntary sector and representatives of public and private sector employers within the health and social care sector.

The Chairperson is appointed by the Minister for Health and must be a lay member of Council. All Council and Registration Board Members are voluntary and not in receipt of any fees. The Chairman of the Council is paid a stipend and travel expenses during the year. No other member of the Council, Advisory Committee or Registration Boards receives payment of fees in respect of their membership.

Five committees of Council provide specific expertise and advice to the Council and the Executive in the following areas:

- › Audit, Risk and Governance
- › Finance
- › Registration
- › Education
- › Fitness to Practise.

Preliminary Proceedings Committee

In January 2015, Council established the Preliminary Proceedings Committee. This is a statutory committee established under Part 6 of the Act. All complaints received by Council in relation to Fitness to Practise of registrants are reviewed and considered by this committee.

Role of the Registration Boards

The current nine Registration Boards are/will be responsible for the registration of members of their respective profession – two of the Registration Boards regulate two professions – Radiographers Registration Board – regulates radiographers and radiation therapists and the Optical Registration Board regulates optometrists and dispensing opticians.

The separation of functions between Council and the Registration Boards (the 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.

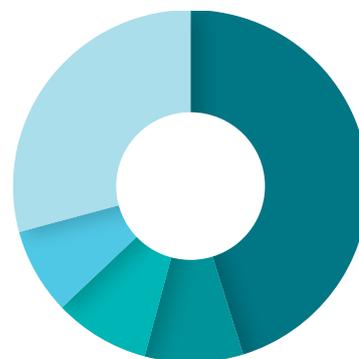
Each Registration Board is responsible for:

- > 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 and
- > With Council approval, establishing bye-laws in respect of their registration and education functions.

Each of the Boards is comprised of 13 voluntary members, 7 are lay members of the Board (non-members of the professions being regulated); with 1 member coming from each of the following areas - the education sector, public employers and private/voluntary agencies and 4 from the general public including patient advocacy groups; as well as 6 members from the respective professions representing educators, managers and providers of services.

When all vacancies are filled, there will be 146 people serving on Council and Registration Boards at CORU. Council and each Board are required to meet at least four times per year, but each one will typically meet 10 times a year, to ensure the delivery of the Annual Business Plan and subsequently the organisations overall Strategic Plan.

Figure 2 | Composition of a Registration Board



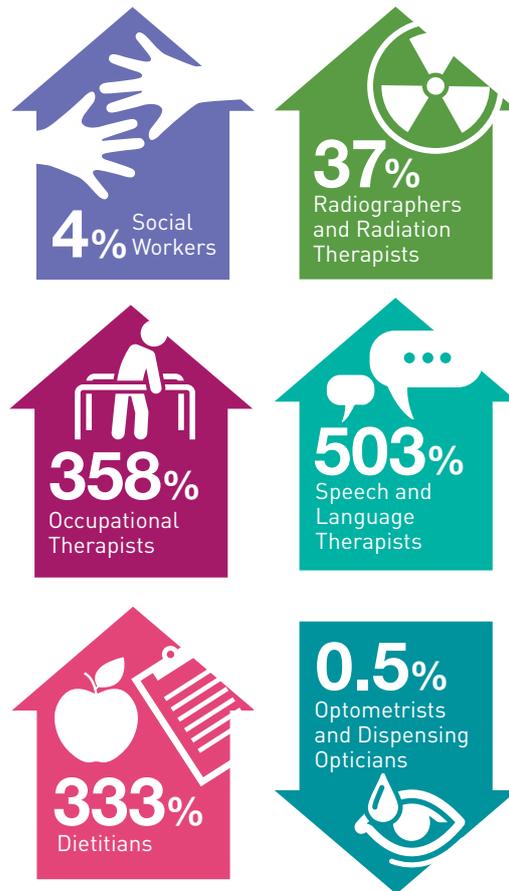
- Professional Representatives
- Lay - Representative of the Education Sector
- Lay - Representative of Public Employers
- Lay - Representative of Private/Voluntary Agencies
- Lay - Representative of the interests of the general public

CORU Year in Review

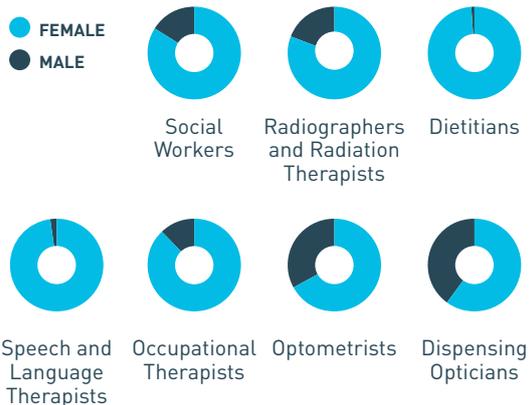
CORU Year in Review



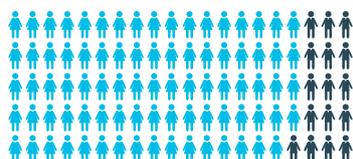
Registration Increase/Decrease



Gender Breakdown by Profession



Gender Balance across all Health Professionals registered with CORU



Recognition



Council and Boards



Education



Communications



Legal



Human Resources



Strategic Highlights and Key Activities 2016

Measurement against the Statement of Strategy 2013-2016

During 2016, the Council worked to attain the strategic objectives set out in the 2013-2016 Statement of Strategy.

The 2013-2016 strategy built on the foundations that were put in place in the first strategy for the organisation for the period 2010-2012. Between 2013 and 2016 we continued to roll-out the regulation of the professions under our remit building on Council frameworks and developing a unique model of regulation in Ireland's health and social care sector.

The Statement of Strategy 2013-2016 expressed our clarity of purpose, our shared understanding of the challenges facing our organisation, of how we intended to meet those challenges and our relative priorities in doing so. Implementation of the strategy was supported by annual business and operational plans.

The Council is currently developing a new strategy statement for the organisation which will be officially launched by the Minister for Health in early 2017.

In this Annual Report publication we are reporting for the final time against the 2013-2016 Statement of Strategy.

Registration means that service users can have confidence in knowing that a professional's standing and qualifications have been independently verified.



Strategic Objective 1

To achieve complete roll-out of the regulatory regime across all professions under our remit, including registration, education and continuing professional development and fitness to practise

Entry to the Register with CORU allows health and social care professionals to practise in Ireland meeting their statutory regulation requirements. CORU is responsible for the registration of health and social care professionals and this is the foundation of all of our work to regulate the professions in order to protect the public.

Registration means that service users 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.

The number of professionals registered with CORU continued to grow throughout 2016. It was envisaged in the strategy that by 2016 all of the designated professions would have moved through the regulatory process. This has not been the case and currently four professions are awaiting the Ministerial appointment of their respective board members. The following table sets out the number of registrants in each profession at the end of December 2016 compared with the same period for 2015.

Figure 3 | Registrants 2015, 2016

Profession	2015 Registrants	2016 Registrants
Social Workers	3,928	4,069
Radiographers/Radiation Therapists	1,589	2,184
Dietitians	126	546
Speech and Language Therapists	140	844
Occupational Therapists	128	586
Optometrists	787	793*
Dispensing Opticians	188	179
Total	6,886	9,201*
*Includes one visiting EEA Optometrist		

Each year, every registrant must renew their registration and pay an annual retention fee. During the year, the Council directed the Registration Boards to remove 73 individuals from the Register for failing to renew their registration within the time required having been notified on more than one occasion. 116 individuals voluntarily removed themselves from the Register.

In 2016, the Physiotherapists Registration Board opened the register to accept applications to join the register and for the Dietitians Registration Board and the Speech and Language Therapist Registration Board the transition period closed and the legal protection of these professional titles commenced.

The Medical Scientists Registration Board was appointed by the Minister for Health. The Board has begun its work to prepare for the opening of the Register for medical scientists, with a particular focus on preparing the Bye-Laws that will allow for the opening of the Register.

2016 also marked significant progress on the approval by Registration Boards and Council of several Bye-Laws. Please see the table overleaf which outlines the progress of the Bye-Laws.

During the course of 2016, CORU undertook approval and monitoring activities for 17 education and training programmes and approved 6 programmes. Details of the progress made in 2016 in the approval and monitoring of the various education courses for the regulated professions can be found in each of the Registration Boards' reports.

As each Registration Board opens its Register, in accordance with the governing legislation, it becomes the Competent Authority for the profession. Each Board must consider applications for recognition of international qualifications. Recognition is a pre-requisite to registration for holders of international qualifications. The work of each Competent Authority is facilitated by the Recognition Unit at CORU. In 2016, 405 applications for recognition of international qualifications were received and a decision was made on 293 of these.

During the course of 2016, CORU undertook approval and monitoring activities for 17 education and training programmes and approved 6 programmes.



Figure 4 | Bye Laws for 2016

BYE LAWS FOR 2016					
Registration Board and Bye-Law	Bye-Law approved for consultation by Board	Bye-Law Consultation Process	Bye-Law Approved following Consultation	By Law Approved by Council	Bye-Law made by Board
PHYSIOTHERAPISTS REGISTRATION BOARD					
Code of Professional Conduct and Ethics Bye-law	✓	✓	✓	✓	✓
Application of Registration Bye-Law	✓	✓	✓	✓	✓
Return to Practice Bye-Law	✓	✓	✓	✓	
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
SOCIAL WORKERS REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
RADIOGRAPHERS REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
DIETITIANS REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
SPEECH AND LANGUAGE THERAPISTS REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
OCCUPATIONAL THERAPISTS REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	
OPTICAL REGISTRATION BOARD					
Restoration to the Register after Voluntary Removal Bye-Law	✓	✓	✓	✓	
Restoration to the Register after cancellation Bye-Law	✓	✓	✓	✓	

Strategic Objective 2

To complete the transition to include the Opticians Board under our remit

This objective was met and all related activities were completed on 31 October 2015.



Between 2013 and 2016 we continued to roll out the regulation of the professions under our remit, building on Council frameworks and developing a unique model of regulation in Ireland’s health and social care sector



Strategic Objective 3

Rollout the Fitness to Practise framework promptly once the respective professional Registers are opened

On 31 December 2014, Fitness to Practise commenced and has now been in operation for two years. The Fitness to Practise process comprises of the Preliminary Proceedings Committee and the Committees of Inquiry. The Preliminary Proceedings Committee reviews all complaints received by Council and considers if there is a case to answer by a registrant.

There are no members of Council or the Registration Boards appointed to this Committee, in order to protect the integrity of its decision making and work. 9 members of the Committee are non-registrants and represent the interests of the general public. In addition, 17 members of the Committee represent the following professions; radiographers, radiation therapists, social workers, optometrists, occupational therapists, speech and language therapists and dietitians. Two case officers (CORU staff members) assist the Committee in the performance of its functions. In 2016, new additional members were appointed to the Preliminary Proceedings Committee.

Council established and appointed members to the Committees of Inquiry, namely the Professional Conduct Committee and the Health Committee. If the Preliminary Proceedings Committee considers that a complaint concerning a registrant should proceed to an Inquiry, it will be heard by either the Professional Conduct Committee or the Health Committee. As with the Preliminary Proceedings Committee, no members of Council or the Registration Boards are appointed to this Committee, in order to protect the integrity of its decision making and work.

In 2016, CORU received 27 new complaints in relation to Fitness to Practise matters.

During 2016, the Preliminary Proceedings Committee decided, in the case of a number of complaints, that there was insufficient cause to warrant further action.

Strategic Objective 4

To be consistent in our approach and flexible where necessary, while ensuring a regulatory framework that delivers our remit

Council frameworks for regulatory requirements have been adopted by the Registration Boards, promoting consistency; with each Board incorporating the unique requirements of its profession in their regulatory documents. An example of the use of such frameworks in 2016 was the Application Withdrawal Process, ensuring each Board is implementing the same procedures when an applicant wishes to withdraw a registration application. A similar framework was developed to deal with situations where it is necessary to close-out a registration application (which has not been completed by the applicant).

The Registration Committee considered changes to the Fit and Proper Policy arising from the spent convictions aspect of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 – 2016. The Framework Policy will be implemented by all Boards.

The Registration Boards at CORU approved the Restoration to the Register after Voluntary Removal Bye-Laws and the Restoration to the Register after Cancellation Bye-Laws for physiotherapists, social workers, radiographers and radiation therapists, dietitians, speech and language therapists, occupational therapists, optometrists and dispensing opticians.

Strategic Objective 5

To ensure CORU has the necessary capabilities and systems to successfully implement regulation in a demographically diverse and changing state, noting the changes that will impact on the demands for the services of the health and social care professions

CORU monitors relevant changes in policy, in legislation and how health and social care services are to be delivered in Ireland to deal with our changing population. This is to ensure that the changes are reflected in the requirements for education for registrants and in our Codes of Professional Conduct and Ethics.

During 2016 the Education Committees main focus was on establishing new Criteria for Education and Training Programmes and Framework Standards of Proficiency which are being incrementally rolled out to each Registration Board.

CORU is committed to communicating through its publications, using Plain English to explain our role as regulator and our processes. We ensure that all information is user friendly and accessible to all health and social care professionals under our remit.

The representatives on CORU's Council and Registration Boards come from a diverse range of backgrounds and disciplines. This brings a unique diversity to our decisions, actions and priorities as we work in the public interest. Both the Council and the Registration Boards have a lay member majority who come from the education sector, patient advocacy groups, the voluntary sector and representatives from public and private organisations who are concerned with health and social care.

Strategic Objective 6

Continue to build our national and international networks to facilitate knowledge sharing and feed learning into the regulatory regime

CORU operates in a complex, rapidly changing environment. The role of individual professions, how they carry out their work and how they interact with service users, colleagues and other professionals continues to develop.

There are always lessons to be learnt from the experience of regulation of other professions both in Ireland and abroad. CORU has established good sharing and working relationships with national and international regulators.

CORU's executive team is very involved in joint working with national regulators. During the year, CORU and the Northern Ireland Social Care Council Education Teams participated in an information sharing workshop to explore areas of mutual interest and potential cooperation.

Ongoing training, development of our registered professionals and staff is critical to managing the demands and changes of the regulatory environment. In this regard, CORU has a key role in engaging with academic institutions to encourage provision of quality courses for aspiring registrants that embody best academic practise.

Strategic Objective 7

To continue to build a high performing organisation that is fit for purpose

In 2016, the human resources team managed the roll out of the organisational learning and development programme across the organisation. This is an important contributor to improving organisational performance. The human Resources team worked with internal stakeholders to identify and deliver core learning and development programmes in strategic areas.

At the end of 2016, CORU had 42 staff members. The team is very committed and has delivered what has been asked of them. In 2016, our staff number increased from 40 to 42. We have received sanction for an overall headcount of 49 and are working towards filling the remaining posts early in 2017. We consistently strive to improve our business processes to increase efficiencies and we see ongoing quality improvement as our standard approach.

Ongoing training and development of our registered professionals and staff is critical to managing the demands and changes of the regulatory environment.

Figure 5 | ----

External Staff	Internal Staff	Other
EO Communications	AP Corporate Services	Preliminary Proceedings Committee (PPC)
AP Legal and Fitness to Practise	HEO Secretariat	Committees of Inquiry Appeals Committee
EO Fitness to Practise		Assessors
EO Hearings		PPC Chair
EO General		
CO General		
HEO ICT		
EO ICT		
HEO PPC		
HEO Projects, Policies & Standards		

Strategic Objective 8

To minimise the cost of regulation while delivering on our mandate

Our funding model is predominantly based on the income we generate from registration fees, while working towards reducing demands on central funding. Planning has commenced to consider a sustainable funding model for the future and to ensure that CORU has a sustainable regulatory system for health and social care professions.

CORU met all its financial obligations during 2016. The use of budgeting and ongoing forecasting enabled secure management of expenditure against planned available resources. The Finance Committee and Audit, Risk and Governance Committee of Council completed a comprehensive schedule of work to oversee our finances and to examine findings and recommendations of external and internal audits.

Strategic Objective 9

To ensure an ICT infrastructure that is flexible, cost-effective and highly performing

Building and expanding an organisation at a time when public sector organisations are severely restricted is difficult and requires innovative workforce planning and service delivery. ICT is seen as a core enabler to ensure a high standard of service.

During 2016, we focused on strengthening our online registration and renewal processes. We also availed of significant capital investment from the Department of Health to upgrade our ICT systems, backup facilities and we invested in our hardware to ensure a robust system in advance of moving our office location and reaching a full head count compliment.

Strategic Objective 10

To ensure that there is sufficient commitment, involvement and contribution from members and support for their work in order to successfully implement regulation

CORU relies heavily on the active involvement of its Council and Board members, all of whom offer their services voluntarily with the support of their employers. As our work continues, to expand and develop, we are more dependent on these members to maintain their commitment and provide leadership to achieve our goals and objectives.

Our training plan for Council, Board and Committee members was expanded and delivered in full to ensure that members of Council, Boards and Committees feel informed and equipped to conduct the important work they are involved in with CORU.

Council and all Registration Boards conducted annual appraisals in accordance with the requirements of the DPER Code of Practice for the Governance of State Bodies.

The Executive continues to strive for excellence in the quality of information we source and provide to Council and Boards, through the provision of discussion papers, research findings and best practice guidelines, to assist and support robust decision making.

Strategic Objective 11 & 12

To effectively communicate by ensuring that our communications meet the specific needs of each of our stakeholder constituencies

Promotion of CORU’s purpose, vision and operation among key stakeholders, especially the public and the designated professions

CORU works actively to engage fully with all stakeholders to ensure that awareness and accuracy of information is provided to all concerned including registrants, employers, professional bodies, educators, advocacy groups and other regulators.

Every quarter, CORU issues its Newsletter to all stakeholders which provides information on the work of CORU. The CORU Newsletter is sent electronically and also available to view on the CORU website. The distribution list for the quarterly newsletter has grown from 500 recipients in 2015 to over 2,500 during 2016.

During 2016, CORU engaged in 11 Public Consultations specifically in relation to draft Bye-Laws. We also engaged in Stakeholder Consultations and conducted focus groups in order to progress our work in relation to the Statement of Strategy 2017-2021. In the past year, CORU engaged in over 20 information and listening events throughout Ireland.

In the past year CORU engaged in over 20 information and listening events throughout Ireland.

Strategic Objective 13**Continue to implement high standards of corporate governance and operational effectiveness**

The governance structure which CORU envelops is complex. It is critical that we maintain the highest standards and provide for clarity of roles and responsibilities, to facilitate clear decision making and consistency in how we operate.

While each Registration Board is responsible for establishing and maintaining their respective Registers; including approval of education qualifications; Council is responsible for corporate support structures, including finance and the delivery of Fitness to Practise regime. Thus there is a clear separation of functions, while at the same time Council is responsible for overseeing and co-ordinating the work of the Registration Boards. Consequently, striking the right balance in this regard requires ongoing focus on CORU's governance processes.

Clarity in decision making, between Council, Registration Boards and Executive is very important. The separation of the Fitness to Practise process, by using people on the decision making bodies, who are not on Council and Registration Boards is a good example of how CORU implement good corporate governance.

The oversight of the Audit, Risk and Governance Committee with excellent external members helps to ensure standards remain high. The Audit Risk and Governance Committee reported to Council following each of its 7 meetings during the year. A Risk workshop was held and reports on the Risk Register were provided to Council on four occasions.

The Executive Team is always conscious of how it is doing its work and the potential impact on the reputation of CORU. The oversight of the Audit, Risk and Governance Committee, with excellent external members, helps to ensure standards remain high. The Audit Risk and Governance Committee reported to Council following each of its 7 meetings during the year. A Risk workshop was held and reports on the Risk Register were provided to Council on four occasions.

Corporate Services

During 2016, Corporate Services continued to manage key areas including Finance, Human Resources, ICT, Communications, Corporate Governance and Internal Audit in order to support Council and the Registration Boards and in particular the work of our colleagues in the key functional areas of Registration, Recognition, Education, and Legal Affairs and Fitness to Practise. These functional areas in turn work with the Registration Boards to an agreed annual work plan to assist them in fulfilling their legislative mandate.

Finance

CORU met all its financial obligations during 2016. The use of budgeting and ongoing forecasting enabled secure management of expenditure against planned available resources. The Finance Team worked with the Finance and Audit, Risk and Governance Committees of Council to ensure Council was fully informed throughout the year.

The team have an excellent working relationship with the Officials in the Department of Health. The Department provides CORU with the resources to fulfil its independent mandate. The team also continued to work closely during the year with the Office of Public Works to manage the organisation's ultimate move to Smithfield.

The Comptroller and Auditor General audited the cessation accounts of the Opticians Board/ Bord na Radharcmhastóirí in 2016. A representative of the Comptroller and Auditor General met with the Audit, Risk and Governance Committee of Council to report on the accounts which were found to be in order. During 2016, Council also approved the terms for the Deed of Surrender on the Opticians Board's lease of its Fitzwilliam Square offices.

Two independent and external reviews took place during 2016. These were an annual internal audit on financial controls as well as the Comptroller and Auditor General's audit. CORU's annual accounts for 2016 were submitted to the Comptroller and Auditor General in accordance with the timescales set out in the Health and Social Care Professionals Act 2005.

Human Resources

The Human Resources Team supports employee relations, policy development, recruitment and selection, compensation (payroll, pensions and other benefits), performance management and organisational and talent development.

In 2016 the Human Resources Team managed the delivery of learning and development across the organisation. As a matter of policy, CORU strategically invests in employee learning and development in order to remain competitive within the labour market and to maximise efficiencies and competence within the organisation. As such, on-going training was provided for members of the Executive and a comprehensive leadership development training programme was designed and rolled out in tandem with other regulators. Individual employees were also supported through an academic support programme. In addition, members of Council, Registration Boards and Committees engaged in practical training in corporate governance and other areas specific to their remits.

The CORU Employee Assistance Programme was continued during the year, which is a confidential support service for all CORU employees and their families. An internal Wellbeing Group made up of staff members was established and this group has introduced several initiatives aimed at encouraging a healthy lifestyle and enhancing team building and working relationships.

At the end of 2016, CORU had 42 full time employees.

Legal Services

In 2016, the Legal Affairs Unit continued to provide advice and assistance to other functional units within CORU, as well as to Registration Boards and Council as required.

Council approved the making of 20 Bye-Laws in 2016. This included the Bye-Laws required for the opening of the Physiotherapists Registration Board and Bye-Laws to deal with Restoration to the Register.

Appeals

In February 2016, Council established an Appeals Committee under Section 23 of the Health and Social Care Professionals Act 2005 (“the Act”) and adopted procedures for regulation of the Committee.

Following calls for expressions of interest, members were appointed to the Appeals Committee in February and again in October 2016. Training sessions for members of the Committee took place in April and November.

The Appeals Committee heard two registration appeals in 2016, both during August.

Enforcement

During 2016, Council approved an Enforcement Process for Supply of Spectacles and also adopted a Policy relating to Test Purchasing of Spectacles.

Information relating to protection of title was made available to members of the public on CORU’s website in July 2016. This was updated in October to include information on the enforcement function as it relates to the supply of spectacles.

A total of 22 files were opened by the Enforcement Team during 2016, in relation to Council’s enforcement functions under the Act.

Health and Safety

In 2016 CORU complied with the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work Act (General Applications) Regulations 2007. We adhered to health and safety policies and procedures and we provided appropriate training, safety awareness programmes and personal protective equipment.

Freedom of Information

The Freedom of Information Acts 1997 and 2003 permit access to information that is held by CORU which is not routinely available through other sources. The requests that we received in 2015 were responded to appropriately and were managed in accordance with the Freedom of Information Acts 2007 and 2013. In 2016, we received 1 Freedom of Information request which was part-granted.

Data Protection

CORU is registered as a Data Controller in compliance with the Data Protection Act 1988 and the Data Protection (Amendment) Act 2003.

Protected Disclosures

Under Section 22 of the Protected Disclosures Act 2014, CORU is obliged to prepare and publish, not later than 30 June in each year, a report detailing the number of protected disclosures made during the preceding year and the action (if any) taken in response to those protected disclosures.

Two enforcement referrals were received by CORU during 2016 which were treated as Protected Disclosures within the meaning of the Protected Disclosures Act 2014. In each case an investigation took place in accordance with Council’s Enforcement Process for Protection of Title and following compliance by the individuals involved, no further enforcement action was deemed necessary.

Preparation for 2017 Office Move

CORU worked closely with the OPW throughout 2016 in preparation for the planned office move to Smithfield in Quarter 3 2017.

Communications & Stakeholder Engagement

As we continue to open Registration Boards and Registers for the designated professions it is important that the public and other key stakeholders are aware of and understand CORU's role. In 2016 the Communications Unit at CORU continued to make considerable effort to engage with members of the professions and their professional bodies using the channels considered most effective.

Press and Media Relations

We were regularly contacted over the course of the year from various journalists and media groups in relation to our work as a regulator and the process of registration. We work to ensure that CORU's message reaches audiences consistently and clearly.

Publishing and Publications Management

CORU ensures that its publications are easily accessible. Reports and publications are published promptly and are available to download from our website www.coru.ie. All of our publications strive to follow the principles of Plain English. In 2016, the Communications Unit was heavily involved in the project management of the development and production of CORU's Statement of Strategy 2017-2021. All stakeholders both internal and external were heavily involved in contributing to the strategy in terms of its direction and content as the next five years will see CORU complete the regulation of the designated professions.

Internal communications

2016 saw great developments in terms of CORU's engagement with our colleagues through our monthly internal newsletter. The first issue coincided with the launch of the Wellbeing Group and both initiatives have strengthened the medium by which we inform all staff in relation to updates across the organisation. We also continued with Ginny Hanrahan's Quarterly Review updates.

Online Communications/ Website

We continued to make improvements to our website and a total of 291,735 unique visitors visited the website during 2016. This is a 37% increase on visitor numbers from 2015. Of this, 64% were new visitors to our website and 36% were returning visitors. The majority of our visitors (78%) were from within Ireland with the remaining 22% of visitors from international countries. One of the most popular content topics was the recognition of international qualifications. With regards to content, the other most popular pages related to registration, with a focus on steps towards registration and completion of online renewal. From 1 January 2016 to 31 December 2016, the "Search the Register" function was accessed 50,337 times.

Parliamentary Affairs

During the course of the year, CORU was requested to submit information in relation to CORU and its Registration Boards by replying to Parliamentary Questions requested by the Department of Health and the Minister for Health. At all times CORU was proactive to answer all questions asked in an accurate and timely manner.

Stakeholder Engagement and Consultation

CORU endeavours to engage fully with all stakeholders to ensure that awareness and accuracy of information is provided to all concerned including, registrants, employers, professional bodies, educators, advocacy groups and other regulators. Every quarter CORU issues its External Newsletter to all stakeholders; it provides information on the work of CORU. The CORU Newsletter is sent electronically and also available to view on the CORU website. The audience of the newsletter increased significantly from 562 subscribers to 2,703 by the end of 2016. This was a 380% increase in audience reach.

During 2016, CORU engaged in eleven public consultations in relation to Restoration to the Register Bye-Laws, Election Bye-Laws, Council Rules and Codes of Professional Conduct and Ethics Bye-Laws. Public consultation notices were advertised in the national media during the course of the year to promote awareness with the public and profession alike.

Other stakeholder consultations on standards of proficiency, CPD requirements and other issues that affect registrants were advertised in our quarterly newsletters and via our website's news page.

In 2016, as part of our consultation process for developing our next Statement of Strategy document, the Communications Unit facilitated a number of focus groups to gather feedback from our reviewers, assessors and stakeholders from various professional bodies. Feedback and suggestions from these focus groups were compiled and fed into the development of our Statement of Strategy.

In addition to this stakeholder engagement, both Ginny Hanrahan, CEO and Gillian Ryan, Communications Manager presented at a variety of events, conferences and lunchtime seminars throughout 2016 to increase awareness of CORU and inform those we met with of the role of CORU and the registration process. In total we attended/organised over 40 events and reached a potential audience of nearly 1700.

Next year, we will endeavour to further increase public awareness of CORU.

Council Committees

The Health and Social Care Professionals Council

Number of full Council meetings
during 2016: 11

Members and attendance at council
meetings in 2016: See Appendix 1

In 2016, six committees undertook specific pieces of work on behalf of Council:

- > Audit, Risk and Governance
- > Finance
- > Registration
- > Education
- > Fitness to Practise
- > Preliminary Proceedings

Audit, Risk and Governance Committee

Role: The mission of the Audit, Risk and Governance Committee (ARG) is to provide an independent appraisal structure within CORU to measure and evaluate the effectiveness and efficiency of its risks, governance and internal control procedures and its financial reporting framework.

Membership:

In line with guidance from the Code of Practice for the Governance of State Bodies and ARG Committee's Terms of Reference, the composition of the 2016 Committee consisted of seven non-executive members. Three of the seven Committee members are external to CORU.

Tony McAleer did not chair Council or any other sub-committee of CORU during his tenure as Chairperson of the Audit, Risk and Governance Committee.

Each appointed member was given a copy of the Audit, Risk and Governance Committee's Terms of Reference, which set out its authority and duties.

All new members to the Committee were provided with induction training.

Members of the 2016 Audit, Risk and Governance Committee as appointed by the Council were as follows: Tony McAleer – Chairperson, Professor Bernard McCartan (withdrew from committee on appointment as Council Chairperson), Odhran Allen, Maeve Murphy, Carmel Smith (appointed October 2016),(Council members); Harry McGeary, Martin O'Sullivan, Declan Purcell, (Independent members).

Number of meetings during 2016: 7
Attendance: Appendix 2

Terms of Reference:

These terms of reference should be read in conjunction with Standing Orders and general rules applying to Council Committees.

The Committee members shall be appointed by the Council and shall consist of not less than three independent non-executive members, at least one external. At least one member shall have recent and relevant financial experience. No members of the Executive can be appointed to sit on the ARG Committee.

The Council shall appoint the Chairperson of the Audit, Risk and Governance Committee.

The ARG Committee shall meet at least 4 times a year and all members are expected to attend each meeting to the best of their abilities. The attendance of 40% of committee members shall constitute a quorum.

The role of the ARG Committee is primarily one of oversight. Specifically under Section 23 (1) of the Health and Social Care Professionals Act 2005 (the Act), the Committee will carry out the following functions:

1. To advise Council and the CEO (as Accounting Officer) on the appointment of internal auditors, to approve internal audit plans and fees, to receive reports on the internal audit work plan and to consider appropriate action arising from them.
2. To represent Council, without prejudice, in its relationship with the Comptroller & Auditor General, as the external auditor of CORU, and to review the C&AG's management letters and any other reports and to report on these to Council, as appropriate.
3. To review the first draft of CORU's annual statutory financial statements before the C&AG commences its audit.
4. In advance of Council signing the Financial Statements and furnished with an audit report from the C&AG (including their draft Management Letter where applicable) and the internal auditor's report on the effectiveness of the internal controls, for the year, the Committee shall consider and report to Council on whether:
 - a. There is a robust process in place in preparing the financial statements;
 - b. The accounting policies adopted comply with relevant requirements;
 - c. The financial statements present fairly the financial position of the Council for the financial year;
 - d. The Letter of Representation for issue to the auditors is accurate.
5. To review Council's Annual Report from a governance and financial control perspective and to make recommendations to Council and the CEO (as Accounting Officer), as appropriate.
6. To consider whether risk management processes are adequate for all risks to which Council is exposed and to approve, or, where the Committee considers that significant policy issues are involved, to recommend that Council approve, measures to eliminate or mitigate against them. This includes:
 - a. Ongoing monitoring of the implementation and review of CORU's Risk Management Policy;
 - b. Considering the adequacy of resources to action risk management activities and processes;
 - c. Ongoing reviews of the risk register.

7. To advise on CORU's internal financial control system, consider whether the Statement on Internal Financial Control is sufficient and consider whether the system of internal financial reporting gives early warning of control failures and emerging risks;
8. To advise Council on matters of corporate governance (but without prejudice to the Committee's power to make recommendations to the Council, on corporate governance issues arising from the work of the auditors);
9. To carry out other assigned functions as prescribed by Council from time to time;
10. To carry out a review of its own effectiveness on a regular basis and to report the results of the review to the Council and to the Council's Accounting Officer;
11. To prepare and furnish to the Council an annual report reviewing the ARG Committee's operations, to include an assessment of the work of the Committee;
12. To follow up on any recommendations from the Council following the review of the Committee's annual report;
13. To provide a formal induction process to all new members appointed to the ARG Committee;
14. To maintain appropriate records of the work of the ARG Committee.
15. To review risk(s) pertaining to the safeguarding of CORU's capital assets, and making recommendations to Council where necessary and appropriate.

Authority

1. The Committee is authorised to seek any information it requires from any staff member of CORU;
2. The Committee is authorised to investigate any activity within its Terms of Reference and may obtain outside legal or other independent professional advice for same.

Key activities in 2016:

- > Risk Management – reviewed Risk Register, held risk workshop and reported to Council on the Risk Register.
- > Reviewed paperless meetings equipment policy
- > Financial Statements – approved draft annual statutory financial statements
- > External Audit by the Comptroller and Auditor General - reviewed details of audit and implementation of recommendations
- > Internal Audit – approved CORU's internal audit plan
- > Internal Audit – Review of Registration
- > Internal Audit – Oversaw the rolling IT Audit
- > Review of Internal Financial Systems - approved revisions to financial policies and procedures.
- > Reviewed updated Council Standing Orders

Finance Committee

Role: The mission of the Finance Committee is to provide an independent appraisal structure within CORU to measure and evaluate its financial performance, and the allocation of resources and budgets.

Membership:

Joe Martin did not chair Council or any other sub-committee of CORU during his tenure as Chairperson of the Finance Committee.

Each appointed member was given a copy of the Finance Committee's Terms of Reference, which set out its authority and duties.

All new members to the Committee were provided with induction training.

Members of the 2016 Finance Committee as appointed by the Council were as follows:

Joe Martin – Chairperson, Inez Bailey, Dermott Jewell and Paul Lyng.

Number of meetings during 2016: 4

Attendance: Appendix 2

Terms of Reference:

These terms of reference should be read in conjunction with Standing Orders and general rules applying to Council Committees.

The Finance Committee is established by Council to carry out the following functions:

- To advise Council on strategic financial and resources management at CORU. Day to day operational decisions and allocation of resources will be decided by the Executive within the parameters of the budget and business plan.
- To advise Council on the collection, investment, borrowing and outlay of all monies received.

- To advise Council on budget income/ expenditure by
 - monitoring approved budget income/ expenditure of CORU and reporting to Council on such matters, highlighting and commenting on variances as well as the corrective action taken by the Executive as appropriate;
 - reviewing capital expenditure and making recommendations to Council where necessary and appropriate;
- To advise Council on Budget and Business Plan submissions to the Department of Health by
 - Reviewing budget and business plan proposals from the Executive in a timely manner and making recommendations where necessary and appropriate.
- To carry out other assigned functions as prescribed by the Council from time to time.

Key activities in 2016:

- Reviewed and analysed CORU's 2016 financial performance through the year.
- Reviewed and approved CORU's 2017 budget.
- Appraised the treatment of legacy items resulting from the combination with the Opticians Board such as the Deed of Surrender.
- Review of CEO international travel for 2017 to fulfil duties in representing CORU and providing a conduit for monitoring and considering international developments and trends in the regulatory sector.
- Interrogated costs required to deliver CORU's legislative mandate.

Key activities in 2016:

- › Review Terms of Reference of Registration Committee
- › Review of the implementation of the 66 recommendations of the 2014 D’Arcy Lynch Registration Process Audit
- › Consideration of the implications of the Revised Qualifications Directive
- › Review and Streamlining of the Annual Renewals Process
- › Consideration of the Registration Risk Register
- › Review of Registration related Bye-Laws
- › Review of changes to the vetting process arising from the National Vetting Bureau (Children and Vulnerable Persons Act 2016).
- › Approval of the Application Withdrawal Process
- › Ongoing review of renewals procedures and processes and analysis of those who are removed from the Register for non-payment of renewal fees.
- › Review of the Assessment of Professional Competence Closure Process
- › Approval of Revised Grand-parenting Policy (to include closure mechanisms)
- › Consideration of the Terms of Reference of the Registration Audit and review of the recommendations from that audit
- › Consideration of the issues involved in the commencement of eVetting
- › Consideration of the implications of insourcing additional staff to facilitate the registration process
- › Approval of the advices provided to new registrants on the display of documents about their registration and the use of their registration number
- › Initial consideration of the issues relating to the regulation of psychologists
- › Consideration and approval of changes to the Return to Practice Form to ensure compliance with Return to Practise Bye-Laws
- › Consideration and approval of changes to the fit and proper policy arising from the spent convictions aspect of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 – 2016.
- › Consideration of policy with regard to use of observers for Aptitude Tests (under Directive 2005/36/EC)

Education Committee

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

Membership:

Council Members: Jackie Reed* (Chairperson until Nov 2016); David Irwin (Chairperson from Dec 2016); Peter Davison*; Odhrán Allen; Halóg Mellett; John O’Mullane**, Caroline McIntosh**. External Members: Lorraine Horgan*; Ann Taylor*; Ann Kearney**; Carmel Kearns**; Marion O’Rourke**.

**The term of this Committee member expired during the year.*

***The first term of this Committee member began after the first meeting of the year.*

Number of Meetings during 2016:5

Attendance: Appendix 2

Terms of reference:

- › To assist Council in the development and review of policy and processes for the approval and monitoring of education and training programmes under Part 5 of the Act
- › To advise Council on the development and review of the criteria for approval and monitoring of education and training programmes under Part 5 of the Act
- › To advise Council on the development and review of the framework standards of proficiency for professions under the Act
- › To advise Council on the development and review of policy in relation to Continuing Professional Development (CPD)
- › To advise Council on any guidelines it may issue to Registration Boards regarding the education, training and Continuing Professional Development of registrants
- › To advise Council on possible risks arising from the policies relating to (i) the approval and monitoring of the continuing suitability of education and training programmes and (ii) Continuing Professional Development, and to advise on the management of any risks identified.

Key Activities in 2016:

- › Guidance for education providers on Criteria for Education and Training Programmes
- › Revised approval and monitoring processes – Guide for Education and Training Programmes
- › Internal approval and monitoring processes mapped and standard operating procedures documented
- › Policy and processes for the recruitment, selection and training of Review Teams
- › Revised Review Team composition, role profiles and training
- › Significant work was devoted to the development of the model of audit for CPD for the registrants of all Registration Boards
- › Principles were agreed for the implementation of CPD audit for all registration boards
- › Consideration of report from Education Unit on the current context of social care work

Professional Practise Advisory Committee

Role: To support the operation and continued development of the Fitness to Practise function

Membership:

Deirdre Madden, (Chairperson), Bernard McCartan*, Cormac Quinlan, David Irvin, Marie Culliton**, Mo Flynn, Shane McCarthy, (Council Members)

* Resigned from Committee on appointment as Chairperson of Council

**Term on Committee Expired in November 2016.

Number of meetings in 2016: 4

Attendance: Appendix 2

Key Activities in 2016:

Recommending to Council the following:

- › Appeals Committee Procedures
- › Committees of Inquiry Procedures
- › Rule Regarding the Receiving and Recording of Evidence by a Committee of Inquiry
- › Legal Costs Policy

Terms of Reference:

- › To assist Council in overseeing and reporting on any or all amendments to the Disciplinary Committee procedures and processes for dealing with Complaints, Inquiries and Discipline under Part 6 of the Act on behalf of the Council,
- › To advise the Council on the review and development of policy relating to Fitness to Practise under Part 6 of the Act,
- › To advise Council on matters of governance arising from Part 6 of the Act and in particular on the management of the appointment of members to the Disciplinary Committees,
- › Operational information arising from the › processes of the Preliminary Proceedings Committee and the Committees of Inquiry,
- › To assist Council in its communications on Fitness to Practise,
- › To advise on the development and review of the Framework for the Code of Professional Conduct and Ethics on behalf of Council,
- › To advise on the establishment and review of processes and procedures to deal with applicants for registration or recognition, who appeal decisions in relation to registration or recognition,
- › To advise on the establishment and review of policies, processes and procedures arising from Council's legislative power to bring and prosecute summary proceedings for any offence under the Act,
- › To advise on guidelines for the making of Bye-Laws relating to the sale and prescription of Spectacles.

Approved by Council at its meeting on 5 May 2016.

Preliminary Proceedings Committee

Role: The Preliminary Proceedings Committee is an investigating committee established by CORU, as provided for by legislation, to consider Fitness to Practise complaints about health and social care professionals. The Preliminary Proceedings Committee was established under Part 6 of the Health and Social Care Professionals Act 2005 (as amended), which was commenced on the 31 December 2014.

The Preliminary Proceedings Committee considers each complaint and decides whether:

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

The Preliminary Proceedings Committee sits in private and may consider a number of complaints in a single meeting.

Key Activities in 2016:

In 2016, 27 new complaints were received by CORU in relation to Fitness to Practise matters. Of the complaints received by CORU in 2015, 33 continued into 2016.

Membership

In 2016, Council appointed the following members to the Preliminary Proceedings Committee:

In April and November 2016, training events were held for the Preliminary Proceedings Committee. In 2016, the Committee met on 10 occasions to consider complaints received by CORU.

Non-Registrant Members:

Joe Masterson, Frank Martin and Mark Thompson Grolimund

Social Worker Registrant Members:

Colm Lehane, Patricia Sheehan

Optometrist Registrant Member:

Joan Ryan

Occupational Therapist Registrant Member:

Philomena Dunne

Dietitian Registrant Member:

Sharon Patton

Speech and Language Therapist Registrant Member:

Maeve Cleary

Existing members of the Preliminary Proceedings Committee:

Non-Registrant Members:

Katharine Bulbulia (Chairperson), Mark Kane (Alternate Chairperson), Ailis Ni Riain, Eamon Naughton, Fionnuala Cook, Sean O'Meara

Radiographer Registrant Members:

Jacqui McGovern, Siobhan Higgins

Radiation Therapist Registrant Members:

Derry McCarthy, Laura Mullaney, Ruth Woods

Social Worker Registrant Members:

Freda McKittrick, Gloria Kirwan, Mary Fennessy, Shane Donnelly

Optometrist Registrant Member:

Michael Moore

Occupational Therapist Registrant Member:

Sile Rose Henahan

Appeals Committee

Establishment:

Council established the Appeals Committee at its meeting on 25 February 2016.

Membership:

Council members appointed to represent the public interest: Shane Mc Carthy, David Irwin, Dermot Jewell, Laura Phelan, Joe Martin.

Professional members of Council: Tony Mc Aleer, Caroline Mc Intosh.

Non-Council members: Gloria Kirwan (Social Worker), John Leinster (Social Worker), Paul Hersee (Dispensing Optician), Fiona Armstrong (Occupational Therapist), David Cullinane (Optometrist), Michelle Mossop (Radiographer), Rachel Leonard (Speech & Language Therapist), Fiona Coughlan-Youngue (Radiation Therapist).

Procedures:

Council approved procedures for the regulation of the Appeals Committee at its meeting in February 2015 as follows:

Council procedures for the regulation of the appeals committee pursuant to section 23 (6) of the Health and Social Care Professional Act 2005 (as amended) (the “Act”).

1. The Council makes the following procedures for regulation of the Appeals Committee pursuant to Section 23(6) of the Act (the “Procedures”).
2. The Appeals Committee is established by the Health and Social Care Professionals Council (the “Council”) pursuant to section 23 of the Act to exercise its powers and perform its functions under section 42B and section 43 of the Health and Social Care Professionals Act 2005, as amended (“the Act”).
3. The requirement for confirmation of the acts of the Appeals Committee under section 23(5) is dispensed with.
4. The Appeals Committee shall provide a report to Council as soon as practicable following the hearing of an application under section 42B or section 43 of the Act.
5. The term of office of each member of the Appeals Committee shall be two years from the date of their appointment, save as otherwise determined by the Council. For the avoidance of doubt, where the member of the Appeals Committee is a Council member, his or her term of office as an Appeals Committee member shall expire when his or her term as a Council member expires, regardless of the duration of his or her appointment as a member of the Appeals Committee. No member of the Appeals Committee may hold office as a member of the Appeals Committee for more than two consecutive terms.
6. The Appeals Committee shall sit in panels of three members when hearing an application under section 42B or section 43 of the Act.
7. Each panel shall consist of:
 - A Council member who was appointed to Council as a representative of the interest of the general public under section 9(3)(b)(iv) and who shall act as Chairperson of the panel;
 - A Council member who was appointed to the Council as a “professional member” within the meaning of section 9 of the Act and is from a profession other than that of the Appellant;
 - And a non-Council member from the same profession as the Appellant.
8. The Appeals Committee shall conduct the hearing of applications under section 42B and section 43 of the Act in accordance with the Council’s Appeals Procedure as amended by the Council from time to time.
9. These Procedures will be reviewed on a two-yearly basis.
10. These Procedures shall not in any way be taken as curbing or limiting the powers of the Council in relation to the performance of its functions or the exercise of its powers under section 42B or section 43 of the Act.

Key Activities in 2016:

Two registration appeal applications were heard by the Appeals Committee during 2016.

Committees of Inquiry (Professional Conduct Committee and Health Committee)

Role: If it is decided that a complaint relating to a Registrant’s Fitness to Practise requires further action, the complaint may go before a Committee of Inquiry. This may be a Professional Conduct Committee or a Health Committee.

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

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

The hearing will be similar to those before a Court or Tribunal. At a hearing the Professional Conduct Committee or the Health Committee hears evidence from the parties to a complaint and ultimately decides, having considered the evidence, if there is an impairment to practise on the part of the registrant who has been complained about.

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

Membership:

In 2016, Council established the Professional Conduct Committee and the Health Committee and appointed the following members to the Professional Conduct Committee:

Non-Registrant Members:

Bryan Hume (Chairperson), Geraldine Feeney, Mary Fletcher Smith, Georgina Farren, Mary McAleer.

Optometrist Registrant Member:

Mark Daly

Occupational Therapist Registrant Member:

Alice Gormley

Radiographer Registrant Member:

Shane Foley

Radiation Therapist Registrant Member:

Anita O’Donovan

Social Worker Registrant Members:

Declan Carey, Ruth More O’Ferall

Speech & Language Therapist Registrant Member:

Neva Watchorn

Dietitian Member:

Siobhan Julian

Council appointed the following members to the Health Committee:

Non-Registrant Members:

Kristin Quinn (Chairperson), Graham Knowles, Martin Lawlor, John Byrne

Radiographer Registrant Member:

Una Murphy

Radiation Therapist Registrant Member:

Raymond Power

Social Worker Registrant Members:

Aine McGuirk, Cleo Yates

Optometrist Registrant Member:

John Weldon



Dietitians Registration Board

This report is an account of the activities of the Dietitians Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

2016 was a significant year for dietitians as the close of the transition/grand parenting period dawned the beginning of the protection of the title "dietitian" and the introduction of compulsory Continuing Professional Development (CPD) for the profession.

From 31 October 2016, the title 'dietitian' became a legally protected title in Ireland. Only those who have applied (existing practitioners) or registered with CORU are entitled to practise using the title. The protection of the title is provided for in the Health and Social Care Professionals Act 2005 (as amended).

Registration is a very positive advancement for the dietetic profession in Ireland. It says to the public that registered members of the profession are qualified and that they are required to practice to standards which put the care and safety of the public to the forefront.



As of 31 December 2016, there were 546 CORU - registered dietitians. We look forward to working with all these registrants to ensure the highest standards of patient care are consistently delivered.

In preparation for the end of the transition period, 2016 brought some further important developments in the regulation of dietitians. The Board continued to engage with the public, employers and members of the profession through various public consultations.

These public consultations assisted in the development of a number of Bye-Laws, Policies and Standards being approved, such as:

- > Restoration to the Register following Removal on Request Bye-Law
- > Restoration to the Register following Cancellation Bye-Law
- > Election of Members for Appointment to the Dietitians Registration Board Bye-Law
- > Framework Policy for Panel of Assessors.

During the year, a number of our Board members' terms of office expired and elections were held among registrants for their replacements. As a result of the election, we welcomed Suzanne Doyle, Ruth Charles, Mary Flynn and Halóg Mellett as fellow members of the Board. Two vacancies will be appointed by the Minister for Health in due course.

We would like to thank those members of the Registration Board whose terms came to an end in 2016 – Clare Corish and Fiona Ward. We acknowledge all of our current and previous Board members' tremendous work and commitment during the formative years of the Registration Board and we thank them for their dedicated service.

It has been an honor to build the foundations for regulation of the profession over the past number of years and to now see the Register fully established is very rewarding to all involved. We look forward to working with the profession and engaging with our stakeholders again in 2017 as we continue our work on the statutory regulation of dietitians.

Elizabeth Barnes

*Chairperson
Dietitians
Registration Board*

Ginny Hanrahan

*Registrar
Dietitians
Registration Board*



Background

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

The Health and Social Care Professionals 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 public 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.

In 2016, the Dietitians Registration Board met 8 times.

At the close of 2016, there were three vacancies on the Dietitians 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 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 (CPD).



Bye-Laws

The Board made the Election of Members for Appointment to the Dietitians Registration Board Bye-Law. This Bye-Law provides for the election of six professional members of the Board across three categories.

The Board went out to public consultation on the Restoration to the Register following Voluntary Removal Bye-Law and the Restoration to the Register following Cancellation Bye-Law. The Board considered the consultation report and approved the Bye-Law to go to Council. These Bye-Laws set out the criteria required for restoration to the Register in each instance of removal.



Elections

Notice of election of members for appointment to the Dietitians Registration Board and request for nominations of candidates for three electoral categories was published in the Irish Times newspaper and on the website of www.coru.ie on the 28 October 2016.

The closing date for receipt of nominations was 12 noon on 18 November 2016.

Members were deemed elected in two electoral categories (Category 1 and Category 3) as the number of nominations was less than or equal to the number of vacancies in those categories.

Category 1

One candidate was declared validly nominated and deemed elected in Category 1: Registrants engaged in the practice of the profession.

Halóg Mellett was re-elected in this category.

There remain two other members to be appointed by the Minister under Section 28 (6) to compensate for the deficiency in the number of elected registrants.

Category 2

Three candidates were declared validly nominated and declared as candidates for election in Category 2: Registrants engaged in the management of services provided by the profession.

As the number of candidates in Category 2 exceeded the number of vacancies, an election was held on 20 December 2016. Ruth Charles and Mary Flynn were elected in this category.

Category 3

One candidate was declared validly nominated and deemed elected in Category 3: Registrants engaged in the education and training of persons in the practice of the profession.

Suzanne Doyle was elected in this category.



Registration

The Register for dietitians opened on 31 October 2014. The opening of the Register was followed by a two year transitional period for dietitians already practising to apply for registration. 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 did not hold currently approved qualifications, a once-off opportunity to apply for registration. This transitional period ended on 31 October 2016.

A total of 546 dietitians have been registered by the Dietitians Registration Board as of 31 December 2016.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- > must 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 must undergo Garda Vetting as part of the registration process.

By December 2016:

- > 4 dietitians voluntarily left the Register
- > 0 dietitians were removed from the Register for non-payment of fees

The Dietitians Register is available to view online at www.coru.ie.



Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, 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 the opportunity to take an aptitude test.

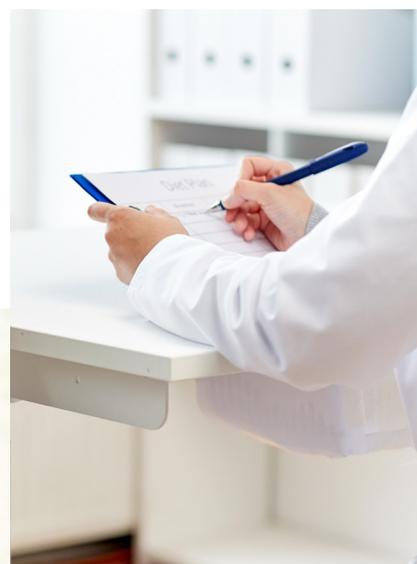
During 2016, 21 applications for recognition of international qualifications were granted by the Dietitians Registration Board and 0 applicants were requested to engage in compensation measures.



Policy Activities

In January, the Board approved the revised Framework Policy for Panel of Assessors. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities and lays out the Code of Conduct for Assessors.

Assessors are appointed by the Board and undertake assignments on behalf of the Board. They make recommendations on a range of matters including the recognition of international qualifications, applications and assessments of professional competence.



Membership

Elizabeth Barnes*

Chairperson
Service Management Representative
Attended 8 of 8 meetings of the Board



Denise McGrath

Public Interest Representative
Attended 7 of 8 meetings of the Board



Teresa Bruen

Public Interest Representative
Attended 3 of 4 meetings of the Board



Halóg Mellett

Practising Professional Representative
Attended 8 of 8 meetings of the Board



Ruth Charles

Service Management Representative
Attended 1 of 1 meetings of the Board



Tony Morris

Public Health/Social Care Management Representative
Attended 3 of 4 meetings of the Board



David Cunningham

Private Health/Social Care Management Representative
Attended 1 of 8 meetings of the Board



Anthony Smith

Public Interest Representative
Attended 5 of 8 meetings of the Board



John Hanily

Public Interest Representative
Attended 3 of 4 meetings of the Board



Fiona Ward

Practising Professional Representative
Attended 1 of 1 meetings of the Board



Nick Kennedy

Third Level Representative
Attended 7 of 8 meetings of the Board



Clíodhna McDonough

Practising Professional Representative
Attended 2 of 8 meetings of the Board



Attendance at meetings 2016

	24/02	22/03	24/04	19/05	20/07	27/09	18/10	16/11
Elizabeth Barnes*	✓	✓	✓	✓	✓	✓	✓	✓
Teresa Bruen	N	N	N	N	×	✓	✓	✓
Ruth Charles	✓	N	N	N	N	N	N	N
David Cunningham	✓	×	×	×	×	×	×	×
John Hanily	N	N	N	N	×	✓	✓	✓
Nick Kennedy	×	✓	✓	✓	✓	✓	✓	✓
Clíodhna McDonough	×	×	✓	✓	×	×	×	×
Denise McGrath	✓	✓	✓	✓	✓	✓	✓	×
Halóg Mellett	✓	✓	✓	✓	✓	✓	✓	✓
Tony Morris	N	N	N	N	✓	×	✓	✓
Anthony Smith	×	✓	✓	×	✓	×	✓	✓
Fiona Ward	✓	N	N	N	N	N	N	N

Key to meeting attendance:

- ✓ attended
- × apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

2

Medical Scientists Registration Board

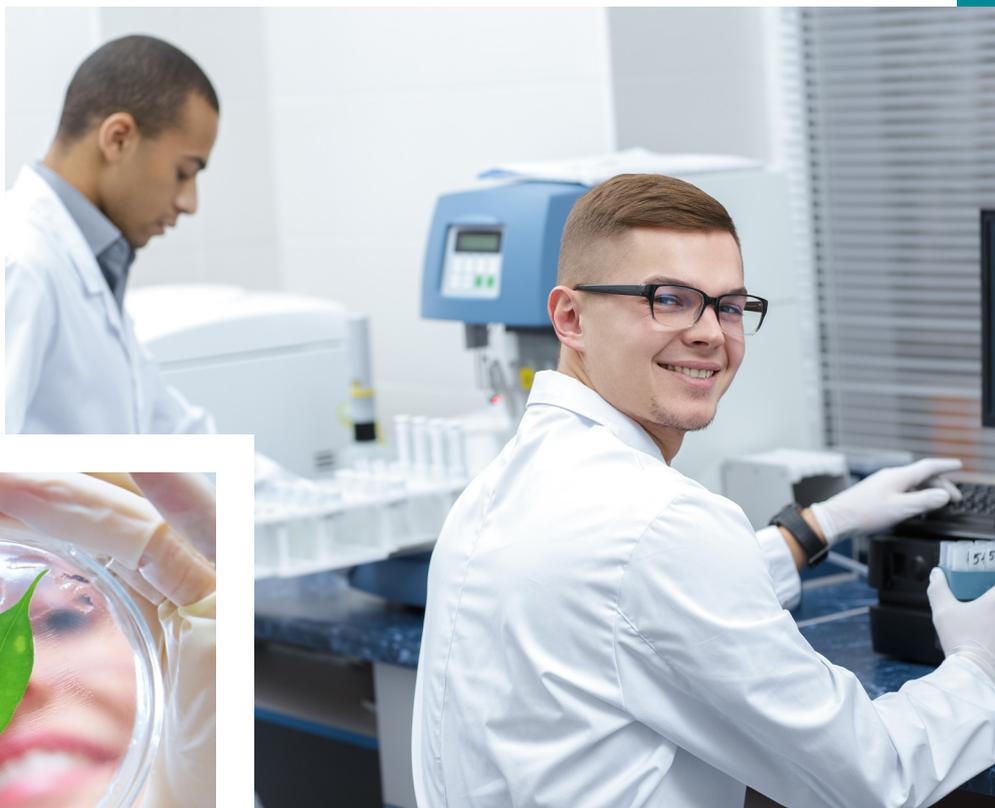
This report is an account of the activities of the Medical Scientist Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

The Minister for Health, Simon Harris T.D., confirmed on the 9 November 2016 the establishment of and appointment of members to the Medical Scientists Registration Board, under the Health and Social Care Professionals Act 2005 (amended). The first meeting of the Board took place on the 30 November 2016.

The Medical Scientists Registration Board at CORU has statutory responsibility for:

- > establishing and maintaining a Register of members of the profession
- > assessing, approving and monitoring training courses for the health and social care professions under the Act
- > establishing the code of professional conduct and ethics and standards of performance to which Medical Scientists must adhere.



Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and Continuing Professional Development (CPD) for professionals. The move to statutory registration is a positive development, providing a vital role when it comes to the upholding of professional standards. Only those practitioners who meet the standards set by the Medical Scientists Registration Board will be entitled to practise using the title. This will strengthen and enhance the public's confidence in the profession.

In 2017, the Medical Scientists Registration Board will progress work in a number of important areas, which will form the foundation for the regulation of the profession. We'd like to thank the Board members for committing to this role during the formative years of the Registration Board.

Public consultations on core elements of the new regulatory regime will form a significant part of our activity in 2017 and we look forward to working with the profession and engaging with our stakeholders as we begin our work on the statutory regulation of medical scientists.

Pauline Treanor

*Chairperson
Medical Scientists
Registration Board*

Ginny Hanrahan

*Registrar
Medical Scientists
Registration Board*



Background

The Minister for Health appointed the Medical Scientists Registration Board in **November 2016**.

The Health and Social Care Professionals 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 public service travel and subsistence rates.

Seven appointees are lay members, with the remaining six being members of the profession who are engaged in:

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



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 Medical Scientists 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 requirements for return to practice
- > setting the Code of Professional Conduct and Ethics
- > setting the requirements for Continuing Professional Development (CPD).

At the close of 2016, there was one vacancy on the Medical Scientists Registration Board.



Summary of Activities 2016

The Board met once in 2016. At the Board's first meeting on 30 November 2016, and in accordance with the agreed procedure, lots were drawn to determine if Board members would serve a three or four year term.

The Board also approved the procedure for the election of a Chairperson. Pauline Treanor was elected Chairperson of the Medical Scientists Registration Board and will hold office for a term of two years. She will serve on the Board for a term of four years.

Membership of the Board

Marie Culliton

Engaged in the management
Attended 1 of 1 meetings



Muiris O'Ceidigh

Public Interest representative
Attended 1 of 1 meetings



Clíodhna Foley-Nolan

*Involved in public health/
social care management*
Attended 1 of 1 meetings



John O'Loughlin

Engaged in the management
Attended 1 of 1 meetings



Mary Hunt

*Involved in the education
of health/social care*
Attended 1 of 1 meetings



Brendan O'Reilly

*Engaged in the practice
of the profession*
Attended 1 of 1 meetings



Vincent Hunt

Public interest representative
Attended 1 of 1 meetings



Irene Regan

Engaged in the practice
Attended 1 of 1 meetings



Bernadette Jackson

Engaged in the practice
Attended 1 of 1 meetings



Pauline Treanor*

Chairperson
*Involved in voluntary/private,
Health/Social care management*
Attended 1 of 1 meetings



Wendy Kennedy

Public interest representative
Attended 1 of 1 meetings



Helen Lambkin

*Engaged in the education
of the profession*
Attended 1 of 1 meetings



Attendance at meetings 2016

	30/11
Marie Culliton	✓
Clíodhna Foley-Nolan	✓
Mary Hunt	✓
Vincent Hunt	✓
Bernadette Jackson	✓
Wendy Kennedy	✓
Helen Lambkin	✓
Muiris O'Ceidigh	✓
John O'Loughlin	✓
Brendan O'Reilly	✓
Irene Regan	✓
Pauline Treanor	✓



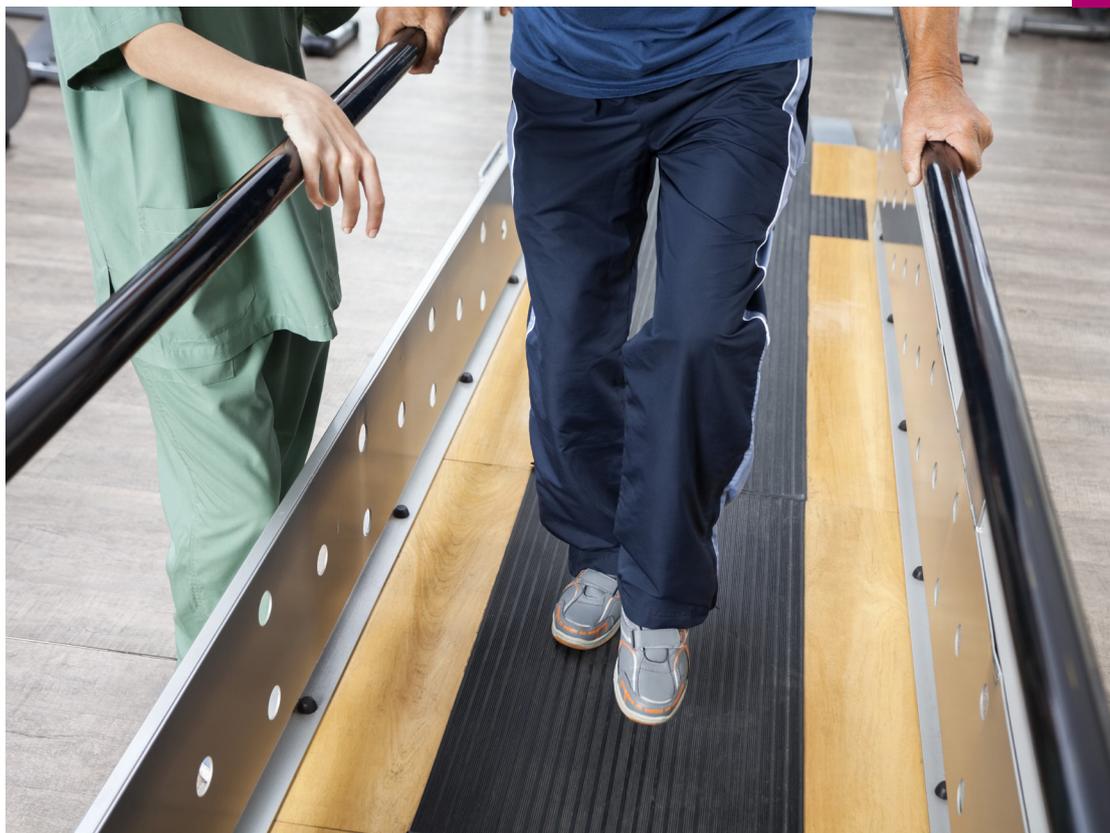
Occupational Therapists Registration Board

This report is an account of the activities of the Occupational Therapists Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

2016 Foreword

In 2016, considerable progress was made in the journey to statutory regulation for occupational therapists, and we are pleased to present this account of the activities of the Occupational Therapists Registration Board.

At the end of 2016, there were 586 occupational therapists on the Register of the Occupational Therapists Registration Board. The deadline for existing practitioners to apply to register is 31 March 2017, and we will continue to engage with the profession as the deadline approaches. All members of the Registration Board look forward to reaching the 31 March when the title "occupational therapist" becomes legally protected.



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

During 2016, the Registration Board delivered a public consultation campaign on a number of Bye-Laws including;

- > Election of Members for Appointment to the Occupational Therapists Registration Board Bye-Law
- > Restoration to the Register following Voluntary Removal Bye-Law
- > Restoration to the Register following Cancellation Bye-Law.

The Bye-Laws will be presented to Council for approval in 2017.

The Registration Board also reviewed and approved a revised Framework Policy for Panel of Assessors. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities. It also sets out the Code of Conduct for Assessors.

We would like to thank the members of the Board for their collaborative effort and contribution during the year. In particular we would like to thank the members of the Board who completed their terms of office during 2016 namely Gaynor Beyer, Tina McGrath, Lana O'Gorman, Anne-Maree Quinn and Elena Secas. We would also like to acknowledge that the work of the Board was fully supported by Council and by the Executive Team at CORU.

We look forward to working with the profession and engaging with our stakeholders again in 2017 as greater advancements are made in the regulation of occupational therapists, all in the interests of public safety.

Clodagh Nolan

*Chairperson
Occupational Therapists
Registration Board*

Ginny Hanrahan

*Registrar
Occupational Therapists
Registration Board*



Background

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

The Health and Social Care Professionals 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 public 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.

Clodagh Nolan is currently Chairperson of the Occupational Therapists Registration Board.

In 2016, the Occupational Therapists Registration Board met nine times.

At the close of 2016, there were four vacancies on the Occupational Therapists Registration Board.



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 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 (CPD).



Bye-Laws

The Board made the Election of Members for Appointment to the Occupational Therapists Registration Board Bye-Law.

The Board also went out to public consultation on the two Bye-Laws for Restoration to the Register following Voluntary Removal and Restoration to the Register following Cancellation. The Board considered the consultation report and approved the Bye-Law to go to Council for approval. These Bye-Laws set out the criteria required for restoration to the Register in each instance of removal.



Registration

The Register for occupational therapists opened on 31 March 2015. The opening of the Register is followed by a two year transitional period for occupational therapists already practising to apply for registration. This period is necessary to give individuals an opportunity to apply for registration and satisfy the Board that they meet the requirements. It also affords practitioners that do not hold currently approved qualifications, a once-off opportunity to apply for registration. This transitional period will end on 31 March 2017.

A total of 583 occupational therapists have been registered by the Occupational Therapists Registration Board as of 31 December 2016.

Work continues to process applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › must 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 must undergo Garda Vetting as part of the registration process.

By December 2016:

- › 3 occupational therapists voluntarily left the Register
- › 0 were removed from the Register for non-payment of fees.

The Occupational Therapists Register is available to view online at www.coru.ie.



Competent Authority

As the Competent Authority for the profession the Board considered 52 applications for recognition of international qualifications during 2016.

In accordance with EU Directive 2005/36/EC of the European Parliament and of the European Council, the Board recognised 51 qualifications and required 1 applicant to complete a compensation measure in order to address deficits identified in their qualification. Once an international qualification is recognised by the Competent Authority, then the holder of the qualification is eligible to apply for registration.



Policy Activities

During the year the Board reviewed and approved a revised Framework Policy for Panel of Assessors. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities and lays out the Code of Conduct for Assessors.

Assessors are appointed by the Board and undertake assignments on behalf of the Board. They make recommendations on a range of matters including the recognition of international qualifications, applications and assessments of professional competence.

Membership of the Board

Odhrán Allen

Engaged in the practice of the profession
Attended 8 of 9 meetings



Catherine McCabe

Involved in the education of health and social care
Attended 3 of 3 meetings



Patrick Benson

Public interest representative
Attended 3 of 3 meetings



Tina McGrath

Engaged in the practice of the profession
Attended 1 of 1 meeting



Gaynor Beyer

Engaged in the management of the profession
Attended 1 of 1 meeting



Clodagh Nolan

Chairperson
Engaged in the education of the profession
Attended 9 of 9 meetings



June Boulger

Involved in public health/ social care management
Attended 3 of 9 meetings



Lana O’Gorman

Public interest representative
Attended 0 of 1 meetings



Aisling Culhane

Public Interest Representative
Attended 2 of 3 meetings



Maire O’Leary

Involved in voluntary/private health/social care management
Attended 4 of 9 meetings



Richard Hammond

Public interest representative
Attended 8 of 9 meetings



Ann-Maree Quinn

Engaged in the practice of the profession
Attended 2 of 2 meetings



Ailish Kelly

Engaged in the management of the profession
Attended 6 of 9 meetings



Elena Secas

Public interest representative
Attended 3 of 6 meetings



Attendance at meetings 2016

	14/01	18/02	12/04	10/05	14/06	12/07	13/09	10/11	05/12
Odhrán Allen	✓	✓	✓	✗	✓	✓	✓	✓	✓
Patrick Benson	N	N	N	N	N	N	✓	✓	✓
Gaynor Beyer	✓	N	N	N	N	N	N	N	N
June Boulger	✗	✗	✓	✗	✓	✗	✗	✓	✗
Aisling Culhane	N	N	N	N	N	N	✓	✓	✗
Richard Hammond	✓	✓	✓	✗	✓	✓	✓	✓	✓
Ailish Kelly	✓	✗	✓	✓	✗	✓	✓	✓	✗
Catherine McCabe	N	N	N	N	N	N	✓	✓	✓
Tina McGrath	✗	N	N	N	N	N	N	N	N
Clodagh Nolan*	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lana O’Gorman	✗	N	N	N	N	N	N	N	N
Máire O’Leary	✓	✗	✗	✗	✓	✗	✗	✓	✓
Anne-Maree Quinn	✓	✓	N	N	N	N	N	N	
Elena Secas	✗	✗	✓	✓	✓	✗	N	N	N

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

4

Optical Registration Board

This report is an account of the activities of the Optical Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended) (The Act).

Foreword

We are pleased to present this account of the activities of the Optical Registration Board during 2016. The Board is responsible for setting and promoting high standards of professional education, conduct, training and competence amongst dispensing opticians and optometrists.

At the end of December 2016, there were 179 dispensing opticians and 792 optometrists registered with the Optical Registration Board. The Register, which can be viewed at www.coru.ie, allows members of the public check to see if a dispensing optician or optometrist is registered and be reassured that the individual is part of a profession with required standards of conduct and performance.

Public safety and the protection of service users is a fundamental aspect of our role and in order to protect the public, we need to serve the profession we regulate by ensuring that we safeguard their educational quality.



In 2016, the Optical Registration Board worked on developing the Criteria and Standards of Proficiency for Education and Training. These are the requirements for the approval of programmes of education for dispensing opticians and optometrists. Students who successfully complete an approved programme meet the standard of proficiency for the profession and are eligible to apply for entry on to the Register. The Criteria and Standards of Proficiency are also used in the assessment of professional competence and in the recognition of qualifications gained outside the State. Following expert advice, consultation and detailed consideration, the Board approved Standards of Proficiency and Profession Specific Criteria for Dispensing Opticians and Optometrists.

During the year, following extensive preparatory work including a public consultation, two Bye-Laws in relation to 'Restoration to the Register following Removal on Request' and 'Restoration to the Register following Cancellation' were considered and agreed by the Board. The Bye-Laws will be presented to Council for approval in 2017.

We would like to thank the members of the Board for their commitment throughout the year.

We look forward to working and engaging with the profession and our stakeholders again in 2017 as we continue our important work to protect the public by promoting professional standards.

Peter McGrath

*Chairperson
Optical Registration
Board*

Ginny Hanrahan

*Registrar
Optical Registration
Board*



Background

The Minister for Health appointed the Interim Optical Registration Board on the **9 April 2014**. The first meeting was held on 20 May 2014 and the Board met six times during 2014 and on two occasions in 2015 prior to the making of the Ministerial Order to establish the Optical Registration Board, which was made in February 2015.

The Optical Registration Board held its first statutory meeting on 24 March 2015.

The Health and Social Care Professionals 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 public service travel and subsistence rates.

Seven are lay members, with the remaining six being professional nominees, four Optometrists and two Dispensing Opticians, representing:

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

At the end of 2016 there was one vacancy on the 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 Optical 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 (CPD).



Bye-Laws

In April, the Board went out to public consultation on the Restoration to the Register following Cancellation Bye-Law and the Restoration to the Register following Voluntary Removal Bye-Law. The Board considered the consultation report and approved the Bye-Law to go to Council. These Bye-Laws set out the criteria required for restoration to the register in each instance of removal.



Education

In May the Board approved the Standards of Proficiency for Dispensing Opticians.

In June, the Board approved the Standards of Proficiency for Dispensing Opticians with entitlement to fit contact lenses. They also approved the Standards of Proficiency for Optometrists. The standards of proficiency are the threshold standards of practice set by a Registration Board for safe and effective practice. The standards of proficiency provide detail on the knowledge and skills that all registrants must have.

In 2016, the Board approved the profession specific criteria for dispensing opticians and optometrists. The Criteria for Education and Training Programmes describe how the education provider facilitates and evaluates the achievement of the standards of proficiency.



Registration

In 2015, the Register was transferred from the Opticians Board. Work was completed on this in 2016.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration.

In the case of new entrants, they must:

- › 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
- › be fit and proper to engage in the practice of the profession.

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

At the end of 2016, there were 792 optometrists registered. There were also 179 dispensing opticians registered of which 103 were registered in the general division and 76 registered in the contact lenses division.

By December 2016:

- › 7 registrants voluntarily left the Register
- › 5 registrants were removed from the Register for non-payment of fees

The Optometrists Register and the Dispensing Opticians Register are available to view online at www.coru.ie.



Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, 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.

During 2016, 17 applications for recognition of international qualifications were granted by the Board. Of these, 11 were optometrists and 6 were dispensing opticians. A further 7 applicants were requested to engage in compensation measures. Of these, 5 were optometrists and 2 were dispensing opticians. One application for recognition of professional qualification was refused by the Optical Registration Board.



Policy Activities

In February, the Optical Registration Board approved the Panel of Assessors Policy and approved assessors to be appointed to the panel. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities and lays out the Code of Conduct for Assessors.

Membership of the Board

Owen Blee

Engaged in the practice of the profession
Attended 8 of 8 meetings



Charles Irwin

Public Interest Representative
Attended 7 of 8 meetings



Seamus Boland

Involved in voluntary private/health social care management
Attended 4 of 8 meetings



Norma Judge

Engaged in the practice of the profession
Attended 7 of 8 meetings



Martin Coyne

Public interest representative
Attended 5 of 8 meetings



Patricia Logan

Public Interest Representative
Attended 1 of 6 meetings



Majella Daly

Involved public Health/ Social Care management
Attended 5 of 8 meetings



Peter McGrath *

Chairperson
Engaged in the management of the profession
Attended 8 of 8 meetings.



Peter Davison

Involved in the education of health/social care
Attended 6 of 8 meetings



Ann Sheehan

Public interest representative
Attended 6 of 8 meetings



Eilis Dolan English

Engaged in the management of the profession
Attended 5 of 8 meetings



Vivienne Starr

Engaged in the practice of the profession
Attended 8 of 8 meetings



John Doran

Engaged in the education of the profession
Attended 7 of 8 meetings



Attendance at meetings 2016

	23/02	05/04	11/05	21/06	19/07	20/09	26/10	29/11
Owen Blee	✓	✓	✓	✓	✓	✓	✓	✓
Seamus Boland	✓	✗	✓	✗	✓	✓	✗	✗
Martin Coyne	✗	✓	✓	✗	✓	✗	✓	✓
Majella Daly	✓	✓	✓	✗	✓	✗	✗	✓
Peter Davison	✓	✓	✓	✗	✗	✓	✓	✓
Éilis Dolan-English	✓	✓	✗	✓	✗	✗	✓	✓
John Doran	✓	✓	✓	✓	✓	✓	✓	✗
Charles Irwin	✗	✓	✓	✓	✓	✓	✓	✓
Norma Judge	✓	✓	✓	✓	✓	✓	✓	✗
Patricia Logan	✓	✗	✗	✗	✗	✗	R	R
Peter McGrath*	✓	✓	✓	✓	✓	✓	✓	✓
Ann Sheehan	✓	✓	✓	✓	✗	✓	✓	✗
Vivienne Starr	✓	✓	✓	✓	✓	✓	✓	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

5

Physiotherapists Registration Board

This report is an account of the activities of the Physiotherapists Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and Continuing Professional Development (CPD) for professionals.

On 30 September 2016, the Physiotherapists Registration Board opened the Register for physiotherapists to apply for statutory registration. This was a difficult decision for the Board and followed lengthy consideration and complex discussion on many issues. The Board recognise that a number of stakeholders remain unhappy and the Board continue to work with all stakeholders towards a resolution.



Existing practitioners now have a two year grand parenting/transition period by which time they must apply for registration before the title ‘physiotherapist’ becomes legally protected.

Following a decision by the former Minister for Health, Minister Leo Varadkar T.D. at the beginning of 2016 and in agreement with the current Minister for Health, Simon Harris T.D.; qualified users of the title “physical therapist” will also be regulated and admitted to the Register once legislation is passed to permit the registration of such practitioners and to protect the title of “physical therapist”.

From September 2016, the Physiotherapists Registration Board became the designated Competent Authority for the profession and any individual seeking to work in Ireland as a Physiotherapist, who gained their qualifications outside the State, must now apply to the Board to have their qualifications recognised before they can apply to the register. The Board also has responsibility for issuing the European Professional Card (EPC) to physiotherapists who meet the required criteria.

A vast amount of work has been completed by the Board to ensure the necessary framework was established to support the Register. We acknowledge physiotherapist practitioners, 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 Code of Professional Conduct and Ethics for Physiotherapists that underpins the regulation of the profession is a good example of this consultative and collaborative approach.

We would like to thank all members of the Board for their collaborative effort and contribution during the year. We look forward to working together in 2017 as we continue on the path of statutory regulation.

Anne Horgan

*Chairperson
Physiotherapists
Registration Board*

Ginny Hanrahan

*Registrar
Physiotherapists
Registration Board*



Background

The Minister for Health appointed the Physiotherapists Registration Board on **20 May 2014** following a public appointment notice. The Board met 9 times during 2016.

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 end of 2016, there were three vacancies on the Board.

On 22 June 2016, Anne Horgan was re-appointed for a second consecutive term as Chairperson of the Physiotherapists 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 Physiotherapists 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.



Bye-Laws

During the year the Board approved the following Bye-Laws.

- › Physiotherapists Registration Board Application for Registration Bye-Law 2016 - S.I. No. 496 of 2016
- › Physiotherapists Registration Board Code of Professional Conduct and Ethics Bye-Law 2016 - S.I. No. 497 of 2016
- › Physiotherapists Registration Board Return to Practice Bye-Law 2016 - S.I. No. 498 of 2016.

Public consultations are held to hear the views of stakeholders, the public, members of the profession, professional bodies and employers on all draft Bye-Laws. All views and opinions are taken into consideration and the Bye-Laws are deliberated upon by the Board, following Council agreement, before any final decisions are taken.

In addition to the above Bye-Laws, in 2016, the Board went out for public consultation on the Restoration to the Register following Cancellation Bye-Law and the Restoration to the Register Following Voluntary Removal Bye-Law. These Bye-Laws will be decided upon in 2017.



Protection of Title

In February, the decision of the Minister to protect the title 'physical therapist' was circulated to the Board.

The decision of the Minister relied upon the provisions in the Code of Professional Conduct and Ethics to ensure adequate protection of the public. The decision of the Minister was contrary to Board opinion and didn't take into consideration the full recommendation of the Board.

Board members reviewed the decision which had been received from the Minister on this issue and entered into lengthy and detailed correspondence; as well as face-to-face meetings of the Chair and Registrar with the Department of Health and stake holding professional bodies about the protection of title and the provisions for registration of physical therapists.



Code of Professional Conduct and Ethics

The Board completed its consideration of the draft Code of Professional Conduct and Ethics during 2015. Following the decision of the Minister in 2016 regarding the protection of title for physiotherapists, the Board held a public consultation on the draft Code of Professional Conduct and Ethics. The Board considered the consultation report and referred the Bye-Law to Council for approval.

The Code sets out the standards of conduct, performance and ethics which a member of the profession must adhere to throughout the course of their work. When applying for registration a practitioner will be required to verify that they have read, understood and agreed to abide by the Code of Professional Conduct and Ethics for their profession.



Registration

The Register for physiotherapists opened on 30 September 2016. The opening of the Register is followed by a two year transitional period for professionals already practising to apply for registration. This period is necessary to give individuals an opportunity to apply for registration and satisfy the Board that they meet the requirements.

It also affords practitioners that do not hold currently approved qualifications, a once-off opportunity to apply for registration. This transitional period for physiotherapists will end on 30 September 2018.

The opening of the Register was a difficult decision for the Board and followed lengthy consideration and complex discussion on many issues. The Board recognise that a number of stakeholders still have concerns and the Board are committed to working with all stakeholders towards a resolution.

Meanwhile, work has begun to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › Must 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 must undergo Garda Vetting as part of the registration process.

The Physiotherapists Register is available to view online at www.coru.ie.



Competent Authority

The Board took over as Competent Authority from the Irish Society of Chartered Physiotherapists on 30 September 2016.

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, 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 the opportunity to take an aptitude test.

During 2016, 14 applications for recognition of international qualifications were received by the Board since they took over as Competent Authority in September 2016.

As Competent Authority, the Physiotherapists Registration Board is also now responsible for issuing the European Professional Card to visiting physiotherapists who meet the required criteria.



Education

Approved Qualifications for Registration

The Board agreed in March to utilise Section 38 2 (D) of the Health and Social Care Professionals Act as the mechanism to specify qualifications for entry to the Register until such time as all programmes are approved by the Board and the Approved Qualifications Bye-Law is made. This means that applicants can seek registration if they hold a qualification that has been awarded in the State that renders them eligible to be appointed as an employee of the Health Service Executive to perform, as such employee, the functions of a member of that profession.

Criteria and Standards of Proficiency

The Board agreed and published the Physiotherapists Registration Board Criteria and Standards of Proficiency for Education and Training programmes.



Other Policy Decisions

The Board approved the Fit and Proper Framework policies. The Board will consider all applications which are not straight-forward, on a case-by-case basis, including applications where a declaration is made as part of the “fit and proper” declaration or in cases where a report has been received following the Garda Vetting process. The Fit and Proper framework assists the Board in considering such applications.

Membership of the Board

Roy Brennan

Public interest representative
Attended 7 of 9 meetings



Anne Horgan

Chairperson
Engaged in the management of the profession
Attended 8 of 9 meetings



Jane Carolan

Engaged in the management of a voluntary/private health/social care organisation
Attended 6 of 9 meetings



John Kerrane

Public interest representative
Attended 8 of 9 meetings



David Cross

Physical Therapist Observer
Attended 4 of 4 meetings



Ruth Magee

Engaged in the practice
Attended 7 of 9 meetings



Mark Delargy

Public interest representative
Attended 1 of 2 meetings



Martina Ryan

Engaged in the practice of the profession
Attended 9 of 9 meetings



Giuseppe DeVito

Involved in the education of health and social care
Attended 3 of 9 meetings



Aileen Sheehan

Engaged in the practice of the profession
Attended 9 of 9 meetings



John Dolan

Engaged in the management of a voluntary/private health/social care organisation
Attended 0 of 2 meetings



Emma Stokes

Engaged in the education of the profession
Attended 1 of 3 meetings



Padraig Heverin

Public interest representative
Attended 6 of 9 meetings



Ruth Whelan

Engaged in the management of the profession
Attended 6 of 9 meetings



Attendance at meetings 2016

	17/02	09/03	25/05	22/06	8/09	28/09	25/10	15/11	6/12
Roy Brennan	✓	✗	✓	✗	✓	✓	✓	✓	✓
Jane Carolan	✓	✓	✗	✗	✓	✓	✓	✓	✗
David Cross	N	N	N	N	N	✓O	✓O	✓O	✓O
Mark Delargy	✓	✗	R	R	R	R	R	R	R
Giuseppe DeVito	✗	✓	✗	✓	✗	✗	✗	✓	✗
John Dolan	✗	✗	R	R	R	R	R	R	R
Padraig Heverin	✗	✗	✓	✓	✓	✓	✗	✓	✓
Anne Horgan*	✓	✓	✓	✓	✓	✓	✓	✗	✓
John Kerrane	✗	✓	✓	✓	✓	✓	✓	✓	✓
Ruth Magee	✗	✓	✓	✗	✓	✓	✓	✓	✓
Martina Ryan	✓	✓	✓	✓	✓	✓	✓	✓	✓
Aileen Sheehan	✓	✓	✓	✓	✓	✓	✓	✓	✓
Emma Stokes	✓	✗	✗	R	R	R	R	R	R
Ruth Whelan	✓	✗	✓	✓	✗	✓	✓	✗	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

6

Radiographers Registration Board

This report is an account of the activities of the Radiographers Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

We are pleased to present this report on the work of the Radiographers Registration Board in 2016. The Board was first established over four years ago, meeting for the first time in January 2012. Since then, we have worked closely with our stakeholders to ensure that radiographers and radiation therapists adhere to the highest standards of professional conduct, education, training and competence.

The numbers registered with the Radiographers Registration Board continues to grow and as of 31 December 2016, there were 1,832 radiographers and 352 radiation therapists on the Register. This is a 27% increase on 2015's figures.

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



As the Competent Authority under the European Directive relating to Recognition of Qualifications for the profession, any individual seeking to work in Ireland as a radiographer or radiation therapist who gained their qualifications outside the State, must apply to the Board to have their qualifications recognised before they can register. During 2016, 118 applications for recognition of international qualifications were granted by the Board.

Following extensive preparatory work, two Bye-Laws in relation to Restoration to the Register following Removal on Request and Restoration to the Register following Cancellation were considered and agreed by the Board. They were sent onto Council for approval in 2017.

2016 also saw the Board undertake a stakeholder consultation to review the standards of proficiency and profession specific criteria for both radiographers and radiation therapists. Stakeholder consultations on core elements of the profession's regulation are important to the Board's deliberative processes and we encourage all professionals, employers and members of the public to engage with the Board when these consultations take place.

A word of thanks to Board members, both current and those whose terms expired in 2016, all of whom participate on a voluntary basis, for their ongoing commitment and valued contribution.

We look forward to working and engaging with the professions and our stakeholders again in 2017 as we continue our important work to protect the public by promoting professional standards.

Richard Bruton

*Chairperson
Radiographers
Registration Board*

Ginny Hanrahan

*Registrar
Radiographers
Registration Board*



Background

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

The Health and Social Care Professionals 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 public 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 was the Chair of the Radiographers Registration Board at the start of the year. As Dr Last's term of office as a Board member came to an end in January 2016, Bill O'Neill was nominated and elected as Chair in February. Bill O'Neill stood down in November, at which point Richard Bruton was nominated and elected as Chair.

In January 2016, John Tuffy, Cathy Booth and Catherine McKenna were appointed to the Radiographers Registration Board as a result of being successfully elected in December 2015. Also resulting from that election Mary Pat Corridan, Michele Monahan and Louise Rainford were re-appointed to the Radiographers Registration Board for a second term.

In May, Mary O'Connor was reappointed to the Board as a public interest representative. Alice Dorris was appointed as a public interest representative in July and Cliona McGovern was appointed in August by the Minister for Education and Science as a representative of third level educational establishments in the State.

Michele Monahan was nominated by the Board for appointment to Council. As two terms had been completed by the nominee, the appointment could not be made by the Minister for Health. Catherine McKenna was nominated by the Board to sit as an observer to Council.

In 2016, the Radiographers Registration Board met ten times.

At the close of 2016, there were no vacancies 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
- As the Competent Authority 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 (CPD).



Bye-Laws

In March 2016, the Board began the public consultation for the Restoration to the Register following Voluntary Removal Bye-Law and the Restoration to the Register following Cancellation Bye-Law. In October the Board considered the response to the public consultation on the Bye-Laws and referred them onto Council for approval.



Registration

The Radiographers Registration Board opened its Register on 31 October 2013. The opening of the Register was followed by a two year transitional period for professionals already practising to apply for registration. 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 did not hold currently approved qualifications, a once-off opportunity to apply for registration. This transitional period ended on 31 October 2015.

A total of 1,832 radiographers and 352 radiation therapists have been registered by the Radiographers Registration Board as of 31 December 2016.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- must 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 must undergo Garda Vetting as part of the registration process.

By December 2016:

- 20 registrants voluntarily left the Register
- 3 registrants were removed from the Register for non-payment of fees.

The Radiographers Division of the Register and the Radiation Therapists Division of the Register are available to view online at www.coru.ie.



Competent Authority

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, 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 the opportunity to take an aptitude test.

As of 31 December 2016, 118 applications for recognition of international qualifications had been granted by the Board, 104 of these applications were from radiographers and the remaining 14 were from radiation therapists. 4 radiographer applicants were requested to engage in compensation measures.

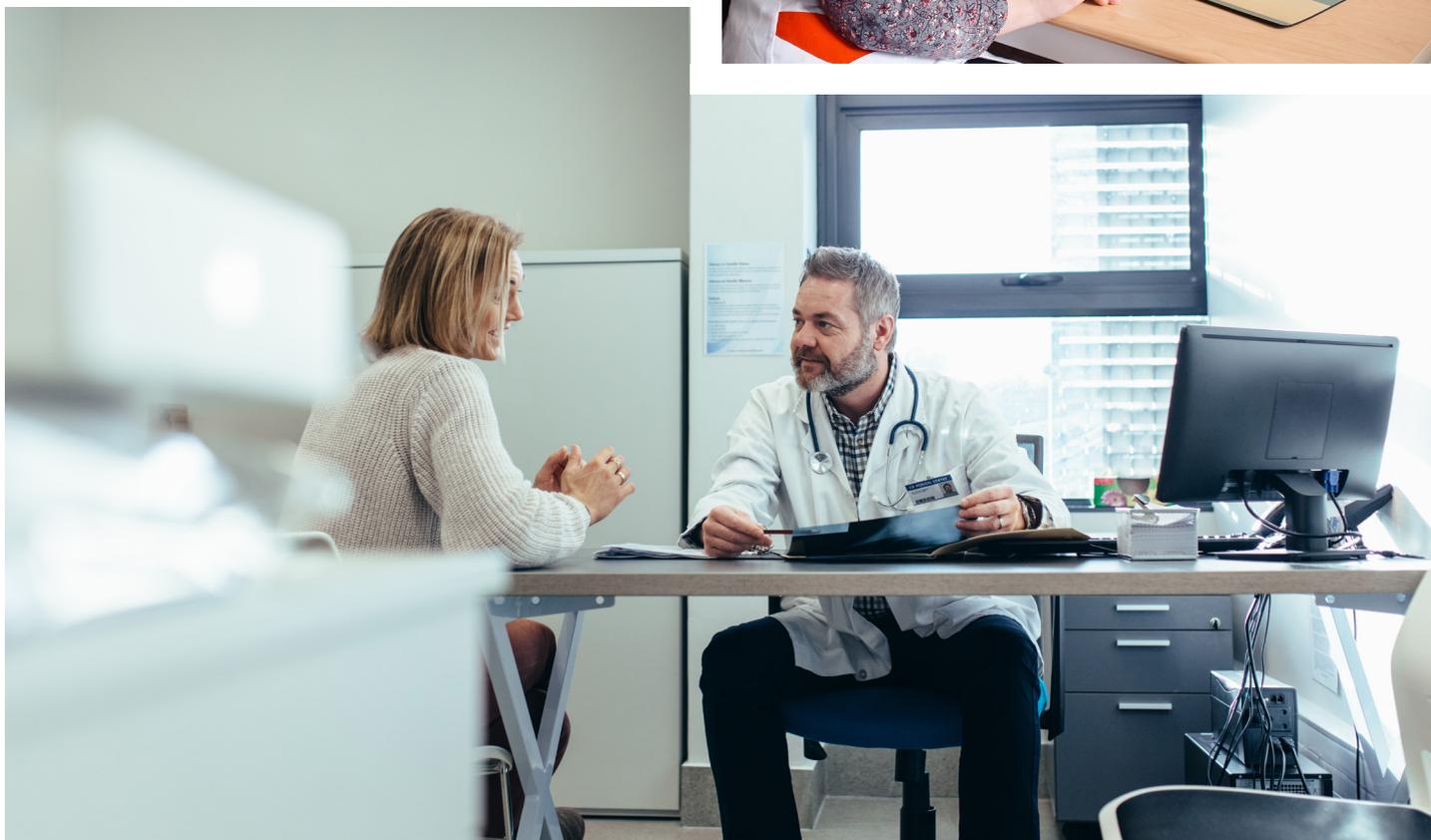
Education

The standards of proficiency are the threshold standards of practice set by a Registration Board for safe and effective practice. The standards of proficiency provide detail on the knowledge and skills that all registrants must have.

In September the Board approved the standards of proficiency for both radiographers and radiation therapists for public consultation.

The Criteria for Education and Training Programmes describe how the education provider facilitates and evaluates the achievement of the standards of proficiency.

In October, the Board approved profession specific criteria for both radiographers and radiation therapists for stakeholder consultation.



Membership of the Board

Cathy Booth

Practising Professional Representative
Attended 8 of 9 meetings of the Board



Mary O'Connor

Public Interest Representative
Attended 6 of 8 meetings of the Board



Richard Bruton*

Management of public health and social care
Attended 9 of 10 meetings of the Board



Bill O'Neill*

Public Interest Representative
Attended 10 of 10 meetings of the Board



Mary Pat Corridan

Practising Professional Representative
Attended 10 of 10 meetings of the Board



Louise Rainford

Education & Training Representative
Attended 9 of 10 meetings of the Board



Alice Dorris

Public Interest Representative
Attended 4 of 4 meetings of the Board



Olwyn Ryan

Private Health/Social Care Management Representative
Attended 7 of 10 meetings of the Board



Jason Last*

Third Level Representative
Attended 1 of 1 meetings of the Board



Tom Ryan

Public Interest Representative
Attended 1 of 1 meetings of the Board



Cliona McGovern

Third Level Representative
Attended 2 of 3 meetings of the Board



John Tuffy

Practising Professional Representative
Attended 6 of 9 meetings of the Board



Catherine McKenna

Engaged in the management of services provided by the profession
Attended 9 of 9 meetings of the Board



Dympna Watson

Public Interest Representative
Attended 8 of 10 meetings of the Board



Michele Monahan

Practising Professional Representative
Attended 8 of 10 meetings of the Board



* **Jason Last** - Chairperson from 01 January 2016 to 24 January 2016
Bill O'Neill - Chairperson from 22 February 2016 to 24 November 2016
Richard Bruton - Chairperson from 24 November 2016

Attendance at meetings 2016

	20/01	22/02	23/03	28/04	31/05	28/06	27/07	28/09	25/10	24/11
Cathy Booth	N	✓	✓	✓	✓	✓	✓	✓	✓	✗
Richard Bruton	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓*
Mary Pat Corridan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Alice Dorris	N	N	N	N	N	N	✓	✓	✓	✓
Jason Last	✓*	N	N	N	N	N	N	N	N	N
Cliona McGovern	N	N	N	N	N	N	N	✓	✓	✗
Catherine McKenna	N	✓	✓	✓	✓	✓	✓	✓	✓	✓
Michele Monahan	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓
Mary O'Connor	✓	✓	N	N	✗	✓	✗	✓	✓	✓
Bill O'Neill	✓	✓*	✓*	✓*	✓*	✓*	✓*	✓*	✓*	✓
Louise Rainford	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓
Olwyn Ryan	✓	✓	✗	✓	✓	✓	✗	✓	✓	✗
Tom Ryan	✗	N	N	N	N	N	N	N	N	N
John Tuffly	N	✓	✓	✓	✗	✓	✗	✓	✗	✓
Dympna Watson	✓	✓	✗	✓	✓	✓	✗	✓	✓	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status



Social Care Workers Registration Board

This report is an account of the activities of the Social Care Workers Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

During 2016 the Social Care Workers Registration Board continued its work in contributing to the development and delivery of its regulatory role in Irish social care work.

Social care workers provide a vital service and a relationship based on trust and confidence is critical. The move to statutory registration is a positive development that will enhance the profession's standing and most importantly will give reassurance to members of the public that registered social care workers meet specified approved standards.

Social care workers provide a vital service and a relationship based on trust and confidence is critical



In 2016, the Board continued the extensive preparatory work required to ensure that the correct standards are set. This work, which included the development of the Professional Code of Conduct and Ethics, setting the Criteria and Standards of Proficiency and completing other research on the profession, is hugely important in setting the standards of safe practice that will be required of registrants.

The Social Care Workers Registration Board, made up of both lay members and representatives of the profession, carefully adapted the Framework Code of Professional Conduct and Ethics. The draft code specifies the standards of ethics, conduct and performance expected of registered social care workers.

As the goal of the Social Care Workers Registration Board is to protect the public by fostering high standards of professional conduct, education, training and competence among registrants, adopting this Code will be a major milestone in this process.

A public consultation on the draft Code of Conduct and Professional Ethics for Social Care Workers was launched in November 2016 and will close in February 2017. Public consultations on core elements of the new regulatory regime are crucially important and we welcome all professionals, employers and members of the public to engage with the Board via the various feedback channels.

The Board also worked on the Criteria and Standards of Proficiency for Education and Training. These are the requirements for the approval of programmes of education for social care workers. 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. 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'd like to thank the Board members, all of whom participate on a voluntary basis, for their ongoing commitment, collaborative effort and involvement in policy and decision making.

We look forward to continuing this important work in 2017 as we work towards the opening of the Register.

Dunia Hutchinson

*Chairperson
Social Care Workers
Registration Board*

Ginny Hanrahan

*Registrar
Social Care Workers
Registration Board*



Background

The Minister for Health appointed the Social Care Workers Registration Board in **March 2015**.

The Health and Social Care Professionals 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 public 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.



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 Care 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 requirements for return to practice
- > setting the Code of Professional Conduct and Ethics
- > setting the requirements for Continuing Professional Development (CPD).

At the close of 2016, there were no vacancies on the Social Care Workers Registration Board.



Bye-Laws

In 2016, work continued on the Code of Professional Conduct and Ethics. This was approved to go to public consultation in November 2016 to hear the views of both the public and the profession. The Code of Professional Conduct and Ethics sets out the standards of conduct, performance and ethics which a member of that profession must adhere to throughout the course of their work.



Education

During 2016 the Board conducted a mapping and scoping project of the many education pathways currently in existence for entry into the profession of social care work. Project manager Saoirse Brady worked with the Board in the identification of pathways to the profession and looked at the vast array of working environments that social care workers may be engaged in.

In May, the Board approved the standards of proficiency for the profession following a public consultation. The standards of proficiency are the threshold standards of practice set by a Registration Board for safe and effective practice.

In June, the Board approved profession specific criteria for education and training programmes for social care workers. The Criteria for Education and Training Programmes describe how the education provider facilitates and evaluates the achievement of the standards of proficiency.



Planning for Registration of Social Care Workers

A significant number of social care workers are expected to apply for registration, once the Register opens, with a range of qualifications and experience that will need to be taken into consideration. At the end of 2016, the Board commissioned a project to establish how it will open its Register. The commissioning of this project is the initial step in progressing towards registration of the many professionals engaged in the practise of social care work.

Membership

Catherine Carty

Engaged in the Education
Attended 5 of 7 meetings



Dunia Hutchinson

Chairperson
Engaged in the practice of the profession
Attended 7 of 7 meetings



Damien Courtney

Public Interest Representative
Attended 7 of 7 meetings



Karen Kiernan

Public Interest Representative
Attended 5 of 7 meetings



Patrick Doyle

Management of a voluntary private health/social care
Attended 2 of 7 meetings



Ado Mckenna

Engaged in the practice of the profession
Attended 5 of 7 meetings



Paddy Duggan

Public/Social care management
Attended 4 of 7 meetings



Des Mooney

Engaged in the practice of the profession
Attended 6 of 7 meetings



Maurice Fenton

Engaged in the management of the profession
Attended 6 of 7 meetings



Tim Murphy

Public Interest Representative
Attended 4 of 7 meetings



Imelda Finerty

Public Interest Representative
Attended 6 of 7 meetings



Jim Walsh

Involved in education
Attended 6 of 7 meetings



James Forbes

Engaged in the management of the profession
Attended 5 of 7 meetings



Attendance at meetings 2016

	28/01	03/03	16/05	02/06	07/09	06/10	08/11
Catherine Carty	✓	✓	✗	✓	✓	✓	✗
Damien Courtney	✓	✓	✓	✓	✓	✓	✓
Patrick Doyle	✓	✓	✗	✗	✗	✗	✗
Paddy Duggan	✗	✓	✓	✓	✗	✓	✗
Maurice Fenton	✓	✓	✓	✓	✓	✓	✗
Imelda Finerty	✓	✓	✓	✓	✓	✗	✓
James Forbes	✓	✓	✓	✗	✓	✗	✓
Dunia Hutchinson*	✓	✓	✓	✓	✓	✓	✓
Karen Kiernan	✓	✓	✓	✗	✓	✓	✗
Ado McKenna	✓	✓	✓	✗	✓	✓	✗
Des Mooney	✓	✓	✓	✓	✗	✓	✓
Tim Murphy	✓	✗	✓	✓	✗	✓	✗
Jim Walsh	✓	✓	✗	✓	✓	✓	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

8

Social Workers Registration Board

This report is an account of the activities of the Social Workers Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

We are very pleased to present this report on the work of the Social Workers Registration Board in 2016.

The Social Workers Registration Board was first established over seven years ago, meeting for the first time in August 2010. Since then, we have worked closely with our stakeholders to ensure that Social Workers adhere to the highest standards of professional conduct, education, training and competence.

The numbers registered with the Social Workers Registration Board continue to grow and as of 31 December 2016, there was 4069 Social Workers on the Register. This is a 3.5% increase on 2015's figures. This indicates a broad awareness of the obligation to register and the importance of regulation generally.

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.



The Board met eight times in 2016 in order to assess and approve applications for registration, recognition and education programme approval.

Following extensive preparatory work, two Bye-Laws in relation to Restoration to the Register following Removal on Request and Restoration to the Register following Cancellation were considered and agreed by the Board. They were sent onto Council to be approved.

Public safety and the protection of service users is a fundamental aspect of our role and in order to protect the public, we need to serve the profession we regulate by ensuring that we safeguard their educational quality. In 2016, the Board approved guidelines for education providers on the Social Workers Registration Board - Criteria for Education and Training Programmes. These criteria describe how the education provider facilitates and evaluates the achievement of the standards of proficiency. The Board also reviewed and approved a revised Framework Policy for the Panel of Assessors.

During the year, a number of our Board members' terms of office expired and elections were held among registrants for their replacements. Thank you to all registrants who voted and congratulations to those who were successful in the election – Donal Gill, Colette McLoughlin and Roberta Mulligan. We also welcomed the appointment of Perry Share as a representative of third level educational establishments involved in the education and training of persons in the practice of the profession.

We would like to pay special recognition to those members of the Registration Board whose terms came to an end in 2016 – Adrienne Byrne, Declan Carey, Valerie Judge, Carol Moore, and Anthony McCashin. Thanks also to Cormac Quinlan, outgoing Chairperson of the Social Workers Registration Board who has shown his ongoing commitment to the Social Workers Registration Board as he takes up a position as our representative on the Health and Social Care Professionals Council. We would like to acknowledge all of these members' pivotal influence during the formative years of the Registration Board and thank them for their dedicated service.

Finally, we wish to express sincere appreciation to the remaining, and new, members of the Board for their wise counsel and for undertaking their governance responsibilities with such diligence.

We look forward to working with the profession and engaging with our stakeholders again in 2017 as greater advancements are made in the regulation of social workers, all in the interests of public safety.

Donal Gill

*Chairperson
Social Workers
Registration Board*

Ginny Hanrahan

*Registrar
Social Workers
Registration Board*



Background

The Minister for Health appointed the Social Workers Registration Board in **August 2010**.

There has been a number of changeovers in members due to elections for the professional members of the Board and replacement of lay members.

The Health and Social Care Professionals 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 public 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.

Cormac Quinlan was the Chairperson of the Social Workers Registration Board at the start of 2016 and his term ended in July 2016. Donal Gill was elected as the new Chairperson.

The Board met a total of eight times in the year.



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 requirements for return to practice
- > setting the Code of Professional Conduct and Ethics
- > setting the requirements for Continuing Professional Development (CPD).



Elections

The election of members to the Social Workers Registration Board took place in July. The elections were held to fill three positions on the Board across two categories. Roberta Mulligan and Donal Gill were elected in Category 1 (Registrants engaged in the practice of the profession) and Colette McLoughlin was elected in Category 2 (Registrants engaged in the management of services provided by the profession).

At the close of 2016, there were two vacancies on the Social Workers Registration Board. The vacancies were both in the category of public interest representatives.



Bye-Laws

The Board went out to public consultation on the Restoration to the Register following Removal on Request Bye-Law and also the Restoration to the Register following Cancellation Bye-Law. The Board considered the public consultation in September and agreed the Bye-Law for Council approval. Following Council approval, these Bye-Laws can be made by the Board. These Bye-Laws set out the criteria required for restoration to the Register in each instance of removal.



Registration

The Register for social workers opened on 31 May 2011. The opening of the Register was followed by a two year transitional period for social workers already practising to apply for registration. 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 did not hold currently approved qualifications, a once off opportunity to apply for registration. This transitional period ended on 31 May 2013.

A total of 4,069 social workers have been registered by the Social Workers Registration Board as of 31 December 2016.

Work continues to process new applicants for registration. The Board is also finalising a small number of the remaining applications where complications have been identified and the Board will liaise with those social workers involved. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › must 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 must undergo Garda Vetting as part of the registration process.

By December 2016:

- > 66 social workers voluntarily left the Register
- > 53 were removed from the Register for non-payment of fees.

The Social Workers Register is available to view online at www.coru.ie.

**Competent Authority**

As Competent Authority, the Board considers international qualifications for recognition prior to registration. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist in comparing a professional qualification against the standards of proficiency, any additional education and training, and/or additional relevant work experience must be taken into account. If substantial differences still exist, 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.

During 2016, 42 applications for recognition of international qualifications were granted by the Board with a further 9 applicants being requested to engage in compensation measures.

**Education**

In 2016, the Social Workers Registration Board approved guidelines for education providers on the Social Workers Registration Board Criteria for Education and Training Programmes. The Criteria for Education and Training Programmes describe how the education provider facilitates and evaluates the achievement of the standards of proficiency. They are used for programme approval and monitoring to ensure that all graduates regardless of where they are on the academic grading spectrum attain the standards of proficiency, are fit for entry to the Register and practice.

**Policy Activities**

During the year the Board reviewed and approved a revised Framework Policy for Panel of Assessors. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities and lays out the Code of Conduct for Assessors.

Assessors are appointed by the Board and undertake assignments on behalf of the Board. They make recommendations on a range of matters including the recognition of international qualifications, applications and assessments of professional competence.

Membership of the Board

Frankie Barrett

*Private Health/Social Care
Management Representative*

Attended 7 of 8 meetings



Anthony McCashin

*3rd level Education &
Training Representative*

Attended 4 of 5 meetings



Adrienne Byrne

Service Management Representative

Attended 5 of 5 meetings



Colette McLoughlin

Service Management Representative

Attended 2 of 3 meetings



Declan Carey

Practising Professional Representative

Attended 1 of 2 meetings



Carol Moore

Public Interest Representative

Attended 4 of 5 meetings



Donal Gill

Practising Professional Representative

Attended 6 of 8 meetings



Roberta Mulligan

Practising Professional Representative

Attended 3 of 3 meetings



Carmel Halton

Education Representative

Attended 8 of 8 meetings



Val O'Kelly

Service Management Representative

Attended 8 of 8 meetings



John Hanily

*Public Health/Social Care
Management Representative*

Attended 6 of 8 meetings



Peter O'Neill

Practising Professional Representative

Attended 5 of 8 meetings



Valerie Judge

Public Interest Representative

Attended 2 of 5 meetings



Cormac Quinlan

Service Management Representative

Attended 7 of 8 meetings



Ned Kelly

Public Interest Representative

Attended 6 of 8 meetings



Perry Share

*3rd level Education &
Training Representative*

Attended 3 of 3 meetings



Attendance at meetings 2016

	04/02	10/03	14/04	17/05	28/07	29/09	01/11	06/12
Frankie Barrett	✓	✓	✓	✓	✓	✓	✗	✓
Ado Byrne	✓	✓	✓	✓	✓	N	N	N
Declan Carey	✗	✓	R	R	R	N	N	N
Donal Gill	✓	✓	✓	✓	✓	✓	✗	✗
Carmel Halton	✓	✓	✓	✓	✓	✓	✓	✓
John Hanily	✗	✓	✓	✓	✓	✓	✗	✓
Valerie Judge	✓	✗	✓	✗	✗	N	N	N
Ned Kelly	✗	✓	✓	✓	✓	✗	✓	✓
Anthony McCashin	✓	✗	✓	✓	✓	N	N	N
Colette McLoughlin	N	N	N	N	N	✗	✓	✓
Carol Moore	✓	✓	✓	✗	✓	N	N	N
Roberta Mulligan	N	N	N	N	N	✓	✓	✓
Val O’Kelly	✓	✓	✓	✓	✓	✓	✓	✓
Peter O’Neill	✓	✗	✗	✗	✓	✓	✓	✓
Cormac Quinlan*	✓	✓	✓	✓	✓	✗	✓	✓
Perry Share	N	N	N	N	N	✓	✓	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

9

Speech and Language Therapists Registration Board

This report is an account of the activities of the Speech and Language Therapists Registration Board during 2016, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2016, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended)

Foreword

The Register for Speech and Language Therapists opened in 2014 and was subject to a two year transition period. This period ended on the 31 October 2016 thus marking a very significant year for Speech and Language Therapists.

From 31 October onwards the title of 'speech and language therapist' is legally protected in Ireland. Only those who have applied or registered with CORU are entitled to practise using the title. The protection of the title is provided for in the Health and Social Care Professional Act 2005 (as amended).

Regulation enhances the profession's standing and most importantly gives reassurance to members of the public



The protection of the title sends a powerful message to patients and service users about the quality and consistency of care they can expect when they receive treatment and services from a registered speech and language therapist. Regulation enhances the profession's standing and most importantly gives reassurance to members of the public that registered speech and language therapists meet specified approved standards.

The number of speech and language therapists that have applied to the Register to date has far exceeded the original estimate of 1,200 speech and language therapists within Ireland. At the end of December 2016, there were in excess of 1,600 professionals who had registered or who had applied to register as speech and language therapists.

We look forward to working with all these registrants to ensure the highest standards of patient care are consistently delivered.

In preparation for the end of the transition period, 2016 brought some further important developments in the regulation of speech and language therapists. The Board continued to engage with the public, employers and members of the profession through various public consultations.

These public consultations culminated in a number of Bye-Laws, Policies and Standards being approved, such as:

- > Restoration to the Register following Removal on Request Bye-Law
- > Restoration to the Register following Cancellation Bye-Law
- > Election of Members for Appointment to the Speech and Language Therapists Registration Board Bye-Law
- > CPD Standards and Requirements for Speech and Language Therapists
- > Framework Policy for Panel of Assessors.

It has been an honour to build the foundations for regulation of the profession over the past number of years and to now see the Register fully established. Throughout the year the Speech and Language Therapists Registration Board was very well supported by Council and by the Executive Team of CORU. We look forward to continuing our important work to protect the public by promoting professional standards in speech and language therapy for years to come.

Helen Shortt

*Chairperson
Speech and
Language Therapists
Registration Board*

Ginny Hanrahan

*Registrar
Speech and Language
Therapists
Registration Board*



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 Professionals 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 public 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.



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 (CPD).



Bye-Laws

The Board went out to public consultation on the Restoration to the Register following Removal on Request Bye-Law and also the Restoration to the Register following Cancellation Bye-Law. The Board considered the public consultation and agreed the Bye-Law for Council approval. Following Council approval, these Bye-Laws can be made by the Board. These Bye-Laws set out the criteria required for restoration to the register in each instance of removal.

The Board also approved the Election of Members for Appointment to the Speech and Language Therapists Registration Board Bye-Law in September. This Bye-Law provides for the election of six professional members of the Board across three categories.



Elections

The call for the nomination of members for election to the Speech and Language Therapists Registration Board was issued on 28 October 2016. The closing date for nominations was 12 noon on 18 November 2016. No registrants were nominated for any of the six positions.

Consequently, in accordance with the Health and Social Care Professionals Act (as amended) 2005 and the Bye-Law governing the election procedures (SI No. 468 of 2016), six members will be appointed by the Minister under Section 28 (6) to compensate for the deficiency in the number of elected registrants.



Registration

The Register for speech and language therapists opened on 31 October 2014. The opening of the Register was followed by a two year transitional period for speech and language therapists already practising to apply for registration. 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 did not hold currently approved qualifications, a once off opportunity to apply for registration. This transitional period ended on 31 October 2016.

A total of 844 speech and language therapists have been registered by the Speech and Language Therapist Registration Board as of 31 December 2016.

Work continues to process new applications for registration. The Board must be satisfied that applicants meet the requirements for registration. Applicants:

- › must 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 must undergo Garda Vetting as part of the registration process.

By December 2016:

- › 0 speech and language therapists voluntarily left the Register
- › 1 was removed from the Register for non-payment of fees.

The Speech and Language Therapists Register is available to view online at www.coru.ie.



Competent Authority

As the Competent Authority for the profession the Board considered 18 applications for recognition of international qualifications during 2016.

In accordance with EU Directive 2005/36/EC of the European Parliament and of the European Council, the Board recognised 10 qualifications and required 8 applicants to complete a compensation measure in order to address deficits identified in their qualification. Once an international qualification is recognised by the Competent Authority, then the holder of the qualification is eligible to apply for registration.



Education

Continuing Professional Development (CPD) is the means by which health and social care professionals maintain and improve their knowledge, skills and competence, and develop the professional qualities required throughout their professional life. The Speech and Language Therapists Registration Board approved the CPD Standards and Requirements for Speech and Language Therapists in June 2016, following a consultation process.

The Board also carried out education and training programme approvals to ensure that the programmes meet the Board's criteria and graduates meet the standards of proficiency for the profession.



Policy Activities

During the year the Board reviewed and approved the Framework Policy for Panel of Assessors. This policy sets out the criteria for the recruitment and selection of assessors as well as their roles and responsibilities and Code of Conduct for Assessors.

Membership of the Board

Chinwe Rose Anago

Public Interest Representative

Attended 1 of 9 meetings of the Board



Celia Nichol

Service Management Representative

Attended 2 of 2 meetings of the Board



Aileen Barrett

Public Interest Representative

Attended 8 of 9 meetings of the Board



Judi Pettigrew

Involved in the Education

Attended 3 of 3 meetings of the Board



Fiona Gibbon

Practising Professional representative

Attended 4 of 6 Meetings of the Board



Fintan Reddy

Public Interest Representative

Attended 9 of 9 meetings of the Board



Irene Gunning

Public Interest Representative

Attended 5 of 6 meetings of the Board



Agnes Shiel

Third Level Representative

Attended 2 of 2 meetings of the Board



Suzanne Keenan

*Private Health/Social Care
Management Representative*

Attended 4 of 6 meetings of the Board



Martine Smith

Practising Professional Representative

Attended 9 of 9 meetings of the Board



Sinead Kennedy

Practising Professional Representative

Attended 1 of 2 meetings of the Board



Helen Shortt

Chairperson

*Public Health/Social Care
Management Representative*

Attended 9 of 9 meetings of the Board



Maeve Murphy

Service Management Representative

Attended 9 of 9 meetings of the Board



Attendance at SLTRB meetings 2016

	12/01	10/02	16/03	19/04	12/05	15/06	06/09	19/10	03/11
Chinwe Rose Anago	✓	✗	✗	✗	✗	✗	✗	✗	✗
Aileen Barrett	✓	✓	✓	✓	✓	✗	✓	✓	✓
Fiona Gibbon	✓	✓	✓	✗	✗	✓	R	R	R
Irene Gunning	✓	✓	N	N	N	✗	✓	✓	✓
Suzanne Keenan	✓	✓	N	N	N	✗	✗	✓	✓
Sinead Kennedy	✓	✗	N	N	N	N	N	N	N
Maeve Murphy	✓	✓	✓	✓	✓	✓	✓	✓	✓
Celia Nichol	✓	✓	N	N	N	N	N	N	N
Judi Pettigrew	N	N	N	N	N	N	✓	✓	✓
Fintan Reddy	✓	✓	✓	✓	✓	✓	✓	✓	✓
Agnes Shiel	✗	✗	N	N	N	N	N	N	N
Helen Shortt*	✓	✓	✓	✓	✓	✓	✓	✓	✓
Martine Smith	✓	✓	✓	✓	✓	✓	✓	✓	✓

Key to meeting attendance:

- ✓ attended
- ✗ apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health
Social Care Professionals

Report and Financial Statements for the year ended 31 December 2016

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

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Information

Members of the Council

Bernard McCartan, Chairperson
 John O Mullane
 Halóg Mellet
 Marie Culliton
 Odhrán Allen
 Tony McAleer
 Emma Stokes (resigned 09/06/2016)
 Caroline McIntosh
 Michele Monahan (term ended 23/01/2016)
 Declan Carey (resigned 31/03/2016)
 Maeve Murphy
 Jackie Reed
 Deirdre Madden
 Joe Martin
 Mo Flynn
 Tom Jordan (term ended 25/03/2016)
 Cormac Quinlan (appointed 25/10/2016)
 Laura Phelan (appointed 15/02/2016)
 Paul Lyng (appointed 15/02/2016)
 Carmel Smith (appointed 19/01/2016)
 Marie Kinsella (appointed 19/01/2016)
 Sinead Fitzgerald (appointed 14/11/2016)
 Stephen McMahon
 Inez Bailey
 Dermott Jewell
 Shane McCarthy
 David Irwin

Senior Management Team

Chief Executive Officer	Ginny Hanrahan
Head of Corporate Services	Mary Griffin (Seconded to NMBI May 2016) Debbie Massey (Appointed August 2016)
Head of Legal Affairs	Claire Millrine
Head of Registration	Colm O’Leary
Head of Education	Aoife Sweeney
Head of Recognition	Mary O’Donnell

Headquarters

CORU - Health and Social Care Professionals Council
 8 - 11 Lombard Street East
 Dublin 2
 D02 Y729

Auditor

Comptroller and Auditor General
 3A Mayor Street Upper
 Dublin 1

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 2016 under the Health and Social Care Professionals Act 2005. The financial statements comprise the statement of income and expenditure and retained revenue reserves, the statement of financial position, the statement of cash flows 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 and for ensuring the regularity of transactions.

Responsibilities of the Comptroller and Auditor General

My responsibility is to audit the financial statements and to 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 and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies, I consider the implications for my report.

Opinion on the financial statements

In my opinion, the financial statements

- Have been properly prepared under the accounting standards specified by the Minister for Health, and
- Give a true and fair view in accordance with those standards of the state of the Council's affairs at 31 December 2016 and of its income and expenditure for 2016.

In my opinion, the accounting records of the Council were sufficient to permit the financial statements to be readily and properly audited. The financial statements are in agreement with the accounting records.

Emphasis of matter - Superannuation benefits

Without qualifying my opinion, I draw attention to Note 1 to the financial statements (accounting policy b) which discloses that, in compliance with the directions of the Minister for Health, the Council accounts for the costs of superannuation entitlements as they become payable, rather than recognising such costs in the year the entitlements are earned.

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 if I find

- 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 related financial statements or with the knowledge acquired by me in the course of performing the audit, 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
- 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.



Mark Brady

For and on behalf of the
Comptroller and Auditor General
December 2017

Statement on the System Internal Financial Control

1.

On behalf of the members of the Health and Social Care Professionals Council (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 (revised 2009)* including:
 - Affirmation of compliance with procurement guidelines as set out in the Code.
 - Affirmation of compliance with disposal of assets and access to assets by third parties as set out in the Code.
 - Affirmation of implementation of Government policy on the remuneration of CEO.
 - 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 7 times in 2016.

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 Council's whistleblowing policy, the whistleblowing officer confirmed that no whistleblowing disclosures were made in the financial year 2016. 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 2016.

Bernard McCartan
Chairperson

Date: 7 December 2017

Statement of the Council’s Responsibilities

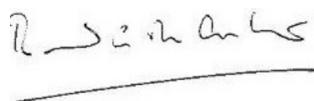
The Health and Social Care Professionals Council was established on the 20 March 2007 under the Health and Social Care Professionals Act 2005 (as amended) (“Act”).

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 Act, 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 Act. 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.



Bernard McCartan
Chairperson

Date: 7 December 2017



Ginny Hanrahan
Chief Executive Officer

Date: 7 December 2017

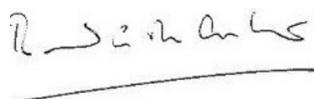
Statement of Income and Expenditure and Retained Revenue Reserves

for year ended 31 December 2016

	Notes	Year Ended 31 December 2016 €	Year Ended 31 December 2015 €
Income			
Exchequer Grant	3	2,675,422	2,290,462
Fee Income	4	1,028,211	762,451
Secondment Income	5	103,136	117,537
Opticians Board Merger Income	2	-	649,388
Employment Superannuation Deductions		44,988	99,824
		3,851,757	3,919,662
Transfer (to) / from Capital Account	16	(36,404)	30,057
		3,815,353	3,949,719
Expenditure			
Salaries	10	1,851,431	1,787,322
Staff Travel	7	22,344	30,969
Establishment and Accommodation Costs	6	220,410	170,450
Office Administration	8	746,210	644,352
Registration	9	128,681	138,218
Legal and Professional Fees	11	614,119	474,966
Education/CPD		160,966	169,997
Audit Fees		7,500	8,300
Depreciation	12,13	170,046	113,585
		3,921,707	3,538,159
(Deficit) / Surplus for the year		(106,354)	411,560
Retained Revenue Reserves			
Balance at the beginning of the year		378,180	(33,380)
(Deficit) / Surplus for the year		(106,354)	411,560
Balance at the end of the year		271,826	378,180

All income and expenditure for the year relates to continuing activities at the reporting date.

The Statement of Income and Expenditure and Retained Revenue Reserves includes all gains and losses recognised in the year. The Statement of Cash Flows and Notes 1 to 22 form part of these Financial Statements.



Bernard McCartan
Chairperson

Date: 7 December 2017



Ginny Hanrahan
Chief Executive Officer

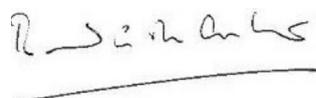
Date: 7 December 2017

Statement of Financial Position

as at 31 December 2016

	Notes	31 December 2016 €	31 December 2015 €
Fixed Assets			
Intangible Assets	12	89,845	138,302
Property, Plant and Equipment	13	143,094	58,233
		<u>232,939</u>	<u>196,535</u>
Current Assets			
Cash and Cash Equivalents		744,984	725,731
Receivables and Prepayments	14	72,538	69,989
		<u>817,522</u>	<u>795,720</u>
Current Liabilities (amounts falling due within one year)			
Payables	15	546,593	367,437
Provision	17	-	51,000
		<u>546,593</u>	<u>418,437</u>
Net Current Assets		<u>270,929</u>	<u>377,283</u>
Total Net Assets		<u>503,868</u>	<u>573,818</u>
Represented by			
Capital Account	16	232,042	195,638
Retained Revenue Reserves		271,826	378,180
		<u>503,868</u>	<u>573,818</u>

The Statement of Cash Flows and Notes 1 to 22 form part of these Financial Statements.



Bernard McCartan
Chairperson

Date: 7 December 2017



Ginny Hanrahan
Chief Executive Officer

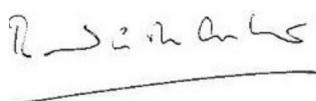
Date: 7 December 2017

Statement of Cash Flows

for the year ended 31 December 2016

	Notes	Year Ended 31 December 2016 €	Year Ended 31 December 2015 €
Net Cash flows from Operating Activities			
(Deficit) / Surplus for the year		(106,354)	411,560
Depreciation charge	12 / 13	170,046	113,585
(Increase) in receivables		(2,549)	(35,300)
Increase in payables		128,156	138,188
Loss on disposal of fixed assets		-	50
Capital account movement		36,404	(30,057)
Net Cash Inflow from Operating Activities		<u>225,703</u>	<u>598,026</u>
Cash flows from Investing Activities			
Capital Expenditure	12 / 13	(206,450)	(83,580)
Capital Transferred from The Opticians Board		-	(896)
Increase in cash and cash equivalents		<u>19,253</u>	<u>513,550</u>
Cash and cash equivalents at the beginning of the year		725,731	212,181
Cash and cash equivalents at the end of the year		<u>744,984</u>	<u>725,731</u>

The Statement of Cash Flows and Notes 1 to 22 form part of these Financial Statements.



Bernard McCartan
Chairperson

Date: 7 December 2017



Ginny Hanrahan
Chief Executive Officer

Date: 7 December 2017

Notes

(forming part of the financial statements)

1. Accounting policies

a) General

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

b) Compliance with FRS 102

The financial statements of The Health and Social Care Professionals Council (HSCPC) for the year ended 31 December 2016 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland, with the exception of superannuation. By the direction of the Minister for Health, the provisions of FRS 102 in relation to retirement benefits are not being complied with. In all other respects the financial statements comply with FRS 102.

c) Basis of preparation

The Financial Statements are prepared on the going concern basis, under the historical cost convention and comply with the financial reporting standards of the Financial Reporting Council, except as indicated below.

The Financial Statements are in the form approved by the Minister for Health with the concurrence of the Minister for Public Expenditure and Reform. The Financial Statements are prepared in Euro which is the functional currency of the Council.

These financial statements were prepared based on requirements provided for in the Code of Practice for the Governance of State Bodies (revised 2009).

d) Critical Accounting Judgements and Estimates

The preparation of these financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

(i) Going concern

There is no material uncertainty regarding the Council’s ability to meet its liabilities as they fall due, and to continue as a going concern. On this basis, the Council considers it appropriate to prepare financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if the Council was unable to continue as going concern.

(ii) Establishing lives for depreciation purposes of property, plant and equipment

Long lived assets, consisting primarily of property, plant and equipment, comprise a significant portion of the total assets. The annual depreciation charge depends primarily on the estimated lives of each type of asset and estimates of residual values. The Council regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation charges for the period. Detail of the useful lives is included in the accounting policies.

(iii) Provision for doubtful debts

The Council makes an estimate of the recoverable value of trade receivables and other receivables. The Council uses estimates based on historical experience in determining the level of debts, which may not be collected. These estimates include such factors as the current rating of the debtor, the ageing profile of receivables and historical experience. The level of provision required is reviewed on an on-going basis.

e) Exchequer Grant

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

f) Fee Income

Renewal fees are recognised in the period in which the renewal relates and all other income is accounted for on a cash receipts basis.

g) 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%

The residual value and useful lives of fixed assets are considered annually for indicators that these may have changed. Where such indicators are present, a review will be carried out of the residual value, depreciation method and useful lives, and these will be amended if necessary. Changes in depreciation rates arising from this review are accounted for prospectively over the remaining useful lives of the assets.

h) Intangible Assets - Software Development

Software development costs on major systems are treated as capital items and are written off over the period of their expected useful life from the date of their implementation.

i) Capital Account

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

j) Superannuation

Section 13 of the Health and Social Care Professionals Act 2005 (as Amended) (“Act”) 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.

As a result of the combination of the Opticians Board and the HSCPC in 2015, superannuation deductions from Opticians Board staff were transferred to the Council at the date of dissolution of the Opticians Board.

k) Cash and Cash Equivalents

Cash consists of cash on hand and demand deposits.

l) Foreign Currencies

Transactions denominated in foreign currencies are translated into euro and recorded at the rate of exchange ruling at the dates of transactions. Monetary assets and liabilities denominated in foreign currencies are translated into euro at the rates of exchange ruling at the balance sheet date or at forward purchase contract rates where such contracts exist.

m) Other Financial Assets

Other financial assets including trade receivables are initially measured at the undiscounted amount of cash receivable from that customer, which is normally the invoice price, and are subsequently measured at amortised cost less impairment, where there is objective evidence of impairment.

n) Other Financial Liabilities

Trade payables are measured at invoice price, unless payment is deferred beyond normal business terms or is financed at a rate of interest that is not market rate. In this case the arrangement constitutes a financing transaction, and the financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

o) Provisions

Provisions are recognised when the Council has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

2. Assets and Liabilities transferred from Bord na Radharcmhastóirí (The Opticians Board)

The terms of part 9A of the Health and Social Care Professionals Act 2005 (as amended) provided for the dissolution of Bord na Radharcmhastóirí (The Opticians Board). Under the act all functions, operations, assets and liabilities of the Board were transferred to the Health and Social Care Professionals Council on the 31st of October 2015. The following is a summary of the assets and liabilities that transferred to the Health and Social Care Professionals Council:

	2015 €
Fixed Assets	898
Receivables and Prepayments	26
Bank balances	825,316
Subscriptions received in advance	(250)
Payables and Accruals	(176,602)
Value of net assets transferred to Council	<u>649,388</u>

3. Exchequer Grant

	2016 €	2015 €
Department of Health Vote 38 Subhead E1	2,437,000	2,085,000
Department of Health Vote 38 Subhead H (capital)	238,422	205,462
	<u>2,675,422</u>	<u>2,290,462</u>

4. Fee Income

	2016 €	2015 €
Social Workers Fees	454,811	416,847
Speech and Language Therapists Fees	149,633	27,480
Radiographers Fees	128,332	202,458
Dietitians Fees	77,999	32,529
Occupational Therapists Fees	118,676	38,350
Optometrists and Dispensing Opticians Fees	88,430	38,166
Physiotherapists Fees	6,576	-
Assessment of Professional Competence Fees	3,754	6,621
	<u>1,028,211</u>	<u>762,451</u>

The Registers for Social Workers, Radiographers and Radiation therapists, Speech and Language Therapists, Dietitians, Optometrists and Dispensing Opticians are fully operational. The application deadline for all existing Occupational Therapists is 31 March 2017. The Register for Physiotherapists opened on 30th of September 2016.

5. Secondment Income

	2016 €	2015 €
Nursing and Midwifery Board of Ireland	59,865	-
Houses of the Oireachtas	7,035	84,418
Department of Social Protection	36,236	33,119
	<u>103,136</u>	<u>117,537</u>

Included in Secondment Income are fees in relation to a staff member seconded to the Department of Social Protection since October 2014. This secondment arrangement ceased in December 2016. Also included in secondment income are fees in relation to a staff member seconded to The Houses of the Oireachtas services since August 2014. This secondment arrangement ceased in January 2016. Also included in secondment income are fees in relation to a staff member seconded to the Nursing and Midwifery Board of Ireland since June 2016.

6. Establishment and Accommodation Costs

	2016 €	2015 €
Lease Obligations	106,881	51,000
Repairs and Maintenance	6,811	
Light and Heat	11,137	29,078
Cleaning	17,836	16,711
Insurance	994	1,432
Security	21,198	4,944
Office Relocation Costs	55,553	67,285
	<u>220,410</u>	<u>170,450</u>

7. Staff Travel

	2016 €	2015 €
National	10,535	24,517
International	11,809	6,452
	<u>22,344</u>	<u>30,969</u>

8. Office Administration

	2016 €	2015 €
Telephone	18,615	19,425
IT Development and Strategic Planning	3,382	23,146
IT Licences and Maintenance	44,720	50,675
IT Support and Hosting	186,085	152,500
IT Security Audits	6,135	3,952
Insurance	22,901	19,447
Stationery and Office Expenses	69,229	61,894
Recruitment Charges and Agency Staff	81,833	21,026
Staff Training and Conferences	57,562	67,389
Chairpersons Stipend	5,489	8,978
Members Training	10,157	31,094
Board Expenses	184,902	137,690
Subscriptions	6,228	10,820
Bank Charges	6,138	5,299
Office Maintenance and Service Contracts	28,527	17,514
Printing and Publications	10,647	12,109
Hospitality Expenses	3,660	1,394
	746,210	644,352

8(a) Council and Board Meeting Expenses Breakdown

	2016 €	2015 €
Council Meetings - Meeting Costs	21,976	14,178
Council Meetings - Travel *	29,035	27,525
Election Costs	12,611	22,051
Sub-committee - Meeting Costs	15,382	2,357
Sub-committee - Travel	22,512	10,445
Registration Board Meetings (9 Boards) - Meeting Costs	38,348	3,875
Registration Board Meetings (9 Boards) - Travel	45,038	57,259
	184,902	137,690

* This includes €1,718 in relation to foreign travel in 2016 (2015: €5,187).

9. Registration

	2016 €	2015 €
Applications Assessment and Processing	57,378	87,232
Public Consultation and Announcement	16,730	10,744
Process Mapping and Quality Improvement	17,329	15,918
Recognition	37,244	24,324
	<u>128,681</u>	<u>138,218</u>

10. Salaries

	2016 €	2015 €
Salaries	1,816,330	1,709,555
Pension Costs	31,414	31,012
Outsourced Support - Human Resources	3,687	46,755
	<u>1,851,431</u>	<u>1,787,322</u>

The total number of WTE employed by the Council at the end of the year was 35 in addition to the CEO (2015 - 38). The charge includes costs relating to staff members who were seconded during the year but are not included in WTE.

	2016 €	2015 €
Total salaries paid	1,818,090	1,709,555
Costs of seconded staff (not included in WTE)	(103,136)	(117,537)
Costs of staff	<u>1,714,954</u>	<u>1,592,018</u>

€60,344 (2015: €69,264) of pension levy has been deducted from salaries and was paid over to the Department of Health. At the dissolution of Bord na Radharcmhastóirí (The Opticians Board), pension contributions accumulated from staff members of the Opticians Board were transferred into the Health and Social Care Professionals Council in 2015. In 2016, there were no pension contributions transferred in, similar to this nature.

Employee benefits breakdown

Range of total employee benefits			Number of Employees	
From	To		2016	2015
€60,000	- €69,999		2	2
€70,000	- €79,999		-	2
€80,000	- €89,999		1	1
€90,000	- €99,999		2	1

Chief Executive Officer's Remuneration

The CEO's salary in 2016 was €98,237 (2015: €98,223).

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. Pension deductions of €12,581 (2015: €13,269) were made during the year.

The CEO had vouched expenses in respect of Travel and Subsistence totalling €10,033 in 2016 (2015: €6,402) which includes foreign travel amounted to €7,660 in 2016 (€2,674 in 2015).

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

	2016 Stipend €	2016 Expenses €	2015 Stipend €	2015 Expenses €
Tom Jordan (term ended 25/03/2016)	2,072	60	8,978	5,316
Bernard McCartan (appointed 17/08/2016)	3,417	-	-	-
	5,489	60	8,978	5,316

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

	2016 €	2015 €
Legal Fees - General	37,603	21,981
Legal Fees - Regulatory	125,325	66,821
Legal Fees - Fitness to Practise	251,187	167,135
Accountancy Fees	60,015	85,429
Procurement	3,000	5,374
Risk Management	1,230	17,026
Stakeholders' Management and Communications	49,422	37,950
Organisation Development and Internal Audit	35,946	19,898
Health and Safety Management	7,283	2,799
Strategy Development	32,866	-
Opticians Board Merger Costs	10,242	50,553
	614,119	474,966

12. Intangible Fixed Assets

	HSCPC Registration/ Education/ Case Management System €	Total €
Cost		
Cost as at 1 January 2016	207,453	207,453
Additions in year	31,042	31,042
At 31 December 2016	238,495	238,495
Depreciation		
Accumulated Depreciation at 1 January 2016	69,151	69,151
Depreciation in year	79,499	79,499
Accumulated Depreciation at 31 December 2016	148,650	148,650
Net Book Value		
At 31 December 2016	89,845	89,845
At 31 December 2015	138,302	138,302

The HSCPC Registration/Education/Case Management system became operational during 2015. These costs are considered to meet the criteria laid out in FRS 102 to allow them to be capitalised and accordingly, development costs are being amortised to the statement of income and expenditure by equal instalments over three years which is the expected production life span of the HSCPC Registration/Education/Case Management system.

13. Tangible Fixed Assets

	Fixtures and Fittings €	IT/Office Equipment €	Total €
Cost			
Cost as at 1 January 2016	28,613	216,367	244,980
Additions in year	-	175,408	175,408
Disposals in year	-	-	-
At 31 December 2016	<u>28,613</u>	<u>391,775</u>	<u>420,388</u>
Depreciation			
Accumulated Depreciation at 1 January 2016	23,207	163,540	186,747
Depreciation in year	3,450	87,097	90,547
Disposals in year	-	-	-
Accumulated Depreciation at 31 December 2016	<u>26,657</u>	<u>250,637</u>	<u>277,294</u>
Net Book Value			
At 31 December 2016	<u>1,956</u>	<u>141,138</u>	<u>143,094</u>
At 31 December 2015	<u>5,406</u>	<u>52,827</u>	<u>58,233</u>

14. Receivables and Prepayments

	2016 €	2015 €
Prepayments	41,002	36,457
Accrued Income	31,536	33,532
	<u>72,538</u>	<u>69,989</u>

The fair values of debtors and prepayments approximate to their carrying amounts. All debtors are due within one year. Debtors are shown net of impairment in respect of doubtful debts.

15. Payables (amounts falling due within one year)	2016	2015
	€	€
Trade Payables	8	(34)
Value Added Tax	3,056	6,791
PAYE	-	45,603
Credit Card	1,505	1,062
Accruals	133,897	101,326
Deferred Income	386,425	165,402
Professional Services Withholding Tax	21,702	26,734
Other Payables	-	20,553
	546,593	367,437

Tax and social insurance are subject to the terms of the relevant legislation. Interest accrues on late payment. No interest was due at the financial year end date. The terms of accruals are based on the underlying contracts. Other amounts included within payables not covered by specific note disclosures are unsecured, interest free and repayable on demand.

16. Capital Account	2016	2015
	€	€
Balance at start of period	195,638	225,695
Transfer (to) / from Income & Expenditure account		
Funding to acquire fixed assets	206,450	83,580
Less: Amount released on disposal of assets	-	(50)
Less: Amortisation in line with depreciation	(170,046)	(113,587)
	36,404	(30,057)
Balance at period end	232,042	195,638

17. Provision	2016	2015
	€	€
Amount at the beginning of the year	51,000	-
Additions to the provision	-	51,000
Amounts charged against the provision	(51,000)	-
Amount at the end of the year	-	51,000

Council became responsible for the lease on Bord na Radharcmhastóirí (The Opticians Board) former offices at Fitzwilliam Square following the transfer of the Board's assets and liabilities (as set out in note 2). In 2016, the Council negotiated an agreement to exit the lease at a total cost of €51,000, with effect from 30 September 2016. The 2015 financial statements included a provision in this amount. These costs are included in note 6, establishment and accommodation costs.

18. Office Accommodation

Up until January 2016 the Council occupied a premises in Beacon Court, Sandyford, Dublin 18, which it had licenced from the Health Information and Quality Authority (HIQA) until 2016. The office accommodation was provided in kind. Since February 2016, in advance to moving to a permanent city centre location, the Council is occupying a premises in Lombard Street East and paid €63,849 in rent in relation to this premises during 2016.

19. Council Capital Commitments

The Council 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, the Council had outstanding commitments for future payments on the project, which is estimated to be €55,000.

20. Related Party Transactions

Key management personnel in the Council consist of the Chief Executive, senior management and members of the Council. Total compensation paid to key management personnel, including Council members' fees and expenses and total CE remuneration, amounted to €436,430 (2015: €310,604).

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.

21. Comparative Figures

Some changes have been made to the presentation of items in the financial statements and the comparative figures have been reclassified where necessary on a basis consistent with the current year presentation.

22. Approval of Financial Statements

The Financial Statements were approved by the Council on the 7th December 2017.

Appendix 1

Council Attendance

Name	21/01	25/02	31/03	05/05	09/06	30/06	14/07	22/09	27/10	08/12
Bernard McCartan*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carmel Smith	N	✓	✓	X	✓	X	X	✓	✓	✓
Caroline McIntosh	✓	✓	X	✓	✓	X	X	✓	✓	✓
Cormac Quinlan	N	N	N	N	N	N	✓O	N	✓	X
David Irwin	✓	✓	X	✓	✓	✓	✓	✓	✓	✓
Declan Carey	✓	✓	R	N	N	N	N	N	N	N
Deirdre Madden	✓	✓	X	✓	✓	X	X	X	X	X
Dermott Jewell	✓	✓	✓	✓	X	✓	✓	✓	✓	X
Emma Stokes	X	X	X	X	R	R	R	R	R	R
Halóg Mellett	✓	✓	X	X	✓	X	✓	✓	✓	✓
Inez Bailey	X	✓	X	✓	✓	X	✓	✓	✓	✓
Jackie Reed	✓	✓	X	✓	✓	X	X	✓	✓	✓
James Forbes	XO	✓O	✓O	XO	✓O	XO	✓O	XO	XO	XO
Joe Martin	✓	✓	X	✓	✓	✓	✓	X	✓	X
John O'Mullane	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Laura Phelan	N	✓	✓	✓	✓	X	X	✓	✓	✓
Maeve Murphy	✓	✓	✓	X	✓	X	X	✓	✓	✓
Marie Culliton	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Marie Kinsella	N	✓	✓	X	✓	X	X	X	✓	X
Michele Monahan	✓	✓	N	N	N	N	N	N	N	N
Mo Flynn	✓	✓	X	X	✓	X	✓	✓	✓	✓
Odhrán Allen	✓	✓	X	X	✓	✓	✓	✓	X	X
Paul Lyng	N	✓	✓	✓	✓	✓	✓	✓	✓	✓
Peter Davison	X	✓	X	✓O	✓O	XO	XO	XO	XO	XO
Shane McCarthy	✓	✓	✓	X	✓	✓	✓	✓	✓	X
Sinead Fitzgerald	N	N	N	N	N	N	N	N	N	N
Stephen McMahon	✓	✓	X	X	✓	X	X	✓	✓	X
Tom Jordan*	✓	✓	N	N	N	N	N	N	N	N
Tony McAleer	✓	✓	X	✓	✓	✓	✓	X	✓	✓
Vivienne Starr	✓	✓	✓	✓O	✓O	XO	✓O	XO	XO	XO

Appendix 2

Committee Attendance

Audit, Risk and Governance 2016

ARG	27-01	07-03	08-06	08-09	17-10	23-11	07-12
Odhran Allen	X	X	✓	✓	✓	✓	X
Tony McAleer *	✓	✓	✓	✓	✓	✓	✓
Bernard McCartan	✓	✓	✓	✓	N	N	N
Harry McGeary	✓	X	✓	✓	✓	X	X
Maeve Murphy	X	✓	✓	✓	✓	X	✓
Martin O'Sullivan	✓	✓	✓	✓	✓	✓	✓
Declan Purcell	✓	✓	✓	✓	✓	X	X
Carmel Smith	N	N	N	N	N	X	✓

Finance Committee 2016

Finance	25-02	19-05	28-09	14-12
Inez Bailey	✓	✓	X	X
Dermott Jewell	✓	✓	X	✓
Paul Lyng	N	✓	✓	✓
Joe Martin*	✓	✓	✓	✓

Registration Committee 2016

Registration	26-01	05-04	22-06	20-09	29-11
Marie Culllton*	✓	✓	✓	✓	✓
Damhnait Gaughan	X	✓	X	✓	✓
Norma Judge	✓	✓	✓	✓	X
Joe Martin	N	N	✓	✓	✓
Halóg Mellett	✓	X	X	✓	X
Maeve Murphy	✓	X	✓	X	X

Key to meeting attendance:

- ✓ attended
- X apologies or absent
- * Chairperson
- N not on Council/ Board on this date
- R Resigned
- O Observer status

Education Committee 2016

Education	21-04	28-06	31-08	17-11	15-12
Odhran Allen	✓	✓	✓	✓	X
Peter Davison	✓	X	✓	✓	N
Lorraine Horgan	X	✓	N	N	N
David Irwin	✓	✓	✓	✓	✓
Ann Taylor	X	✓	N	N	N
Ann Kearney	N	N	N	✓	✓
Carmel Kearns	N	N	N	✓	✓
Caroline McIntosh	N	X	✓	X	X
Halóg Mellett	X	✓	✓	✓	✓
John O'Mullane	N	N	N	✓	✓
Marian O'Rourke	N	N	N	✓	✓
Jackie Reed *	✓	✓	✓	✓	✓

**Professional Practise Advisory
Conduct Committee 2016**

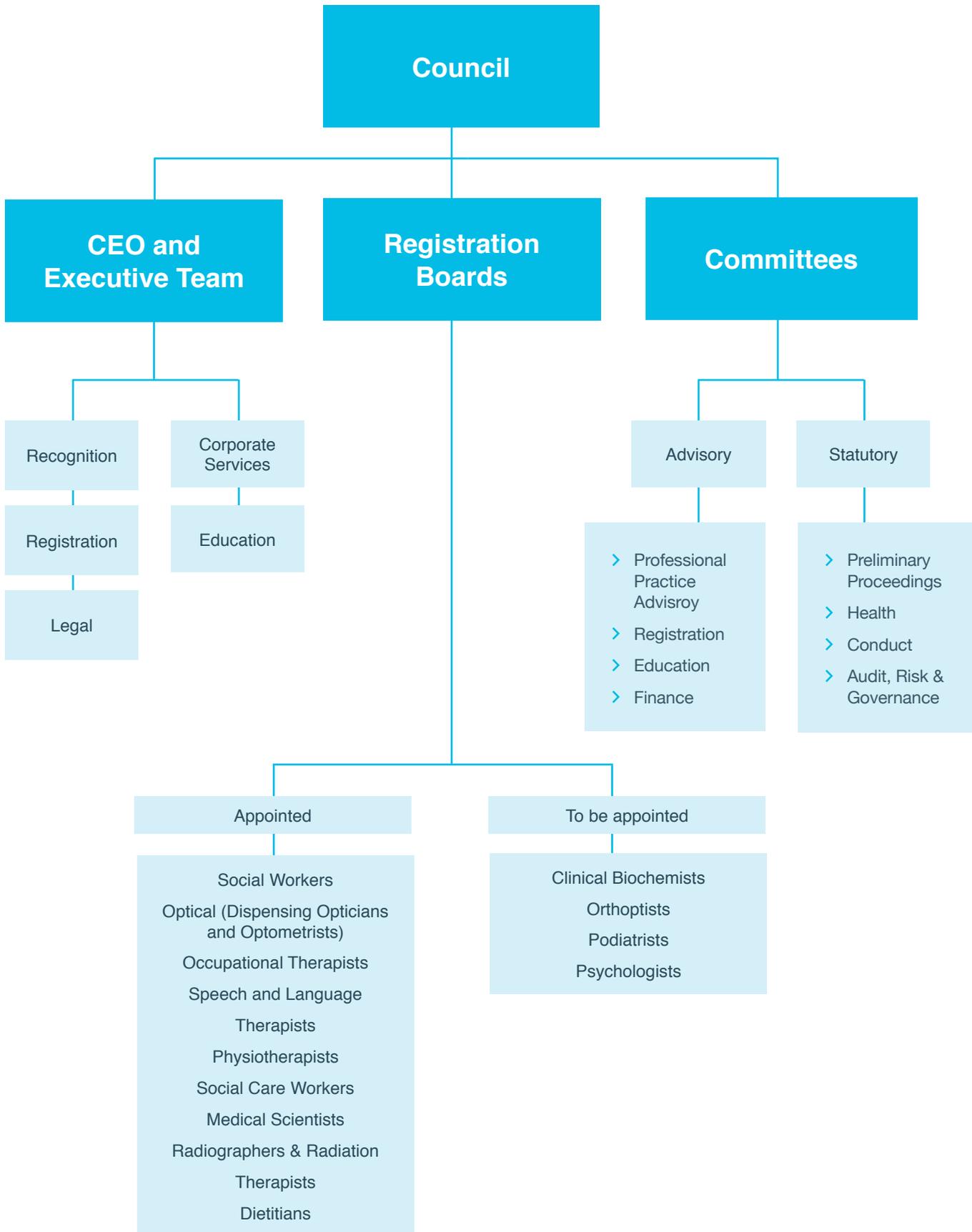
PPAC	16-03	5-05	01-09	1-12
Marie Culliton	✓	✓	X	N
Mo Flynn	✓	X	✓	X
David Irwin	✓	✓	✓	✓
Deirdre Madden*	✓	✓	✓	✓
Bernard McCartan	✓	✓	N	N
Shane McCarthy	✓	X	✓	✓
Cormac Quinlan	N	N	N	✓

Key to meeting attendance:

- ✓ attended
- X apologies or absent
- * Chairperson
- N not on Council/
Board on this date
- R Resigned
- O Observer status

Appendix 3

Organisational Structure



Appendix 4

Abbreviations and Definitions

Act	Health and Social Care Professionals Act, 2005 (as amended)
Board	Registration Board
CEO	Chief Executive Officer of the Health and Social Care Professionals Council Committee Advisory committee of Council/ Board, chaired by a member of Council/Board, which makes recommendations for decision by Council/ Board
CORU	The registered business name and collective brand name for the Health and Social Care Professionals Council and the Registration Boards.
Council	Health and Social Care Professionals Council
Designated Professions	Clinical Biochemists, Dietitians, Dispensing Opticians, Medical Scientists, Occupational Therapists, Optometrists, Orthoptists, Physiotherapists, Podiatrists, Psychologists, Radiographers, Radiation Therapists, Social Care Workers, Speech and Language Therapists and Social Workers.
DRB	Dietitians Registration Board
Independent Members	Members of Committees of Council who are not on council or a CORU Registration Board
Lay Member	A member of Council, Registration Boards or Committees who is not a member of the professions regulated or to be regulated by CORU.
Minister	The Minister for Health
MSRB	Medical Scientists Registration Board
ORB	Optical Registration Board
OTRB	Occupational Therapists Registration Board
PRB	Physiotherapists Registration Board
Registrar	The CEO is the Registrar of the Registration Boards
RRB	Radiographers Registration Board
SCRWB	Social Care Workers Registration Board
SLTRB	Speech and Language Therapists Registration Board
SWRB	Social Workers Registration Board