



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Report on Public Consultation Process on Time Limits for Renewal of Registration

March 2012



Contents

About CORU	2
The Public Consultation Process	2
Overview of Responses to Consultation	3
Online Feedback Form	3
Feedback Received by Email and Telephone	7
Response to Observations Submitted to the Consultation	7
Appendix 1: Rule as agreed by Council	9
Appendix 2: Advertisement placed in national media	11
Appendix 3: Press release issued and coverage received	12
Appendix 4: Copy of Online Feedback Form	15



About CORU

CORU is the statutory body responsible for regulating health and social care professionals. It consists of the Health and Social Care Professionals Council and will include the 12 registration boards established under the Health and Social Care Professionals Act 2005.

CORU is developing a system of regulation to protect the public by promoting high standards of professional conduct, education, training and competence for social workers and 11 other health and social care professions.

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

The Public Consultation Process

Background

In February 2012, CORU conducted a public consultation on a draft rule relating to the *Time Limits for the Renewal of Registration*.

Members of each of the professions to be regulated by CORU will be required to register with CORU in order to use the title of their profession and will need to renew their registration each year in order to remain on the CORU register. Members of the public will be able to check the register on www.coru.ie to ensure that the health or social care professional they are attending is registered.

This public consultation sought the views of the public, the professionals and other interested parties on a draft rule which proposes a time limit within which the professionals will be required to pay an annual fee to renew their registration.

The public consultation opened on Wednesday 1 February and the closing date for submissions was Wednesday 29 February.

Publicising the Consultation Process

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

- An advertisement was placed in the Irish Independent on Wednesday 1 February 2012 (see appendix two).



- A press release was issued to the following medical publications: Irish Medical News, Irish Medical Times, Medical Independent and Health Matters. The story was covered in the Irish Medical News. See appendix three for a copy of the press release issued and coverage received.
- An online survey was developed and the link, along with an explanation of the consultation, was emailed to all registered social workers. The email was also sent to a targeted list of over 700 stakeholders, including the Professional Bodies, Trade Unions, educators and other interested parties who have previously corresponded with CORU.
- Information on the consultation along with a link to the survey was hosted on the CORU website.

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

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

Overview of Responses to Consultation

65 responses were received to the public consultation:

Email	8
Telephone	1
Online feedback form	56
Post	0

Online Feedback Form

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

Individual	45
Professional Organisation	8
Unknown	3



Questions asked and overview of responses received

Question One

The Health and Social Care Professionals Act (2005) requires that CORU gives two notices to registrants regarding renewal of their annual registration by payment of a renewal fee.

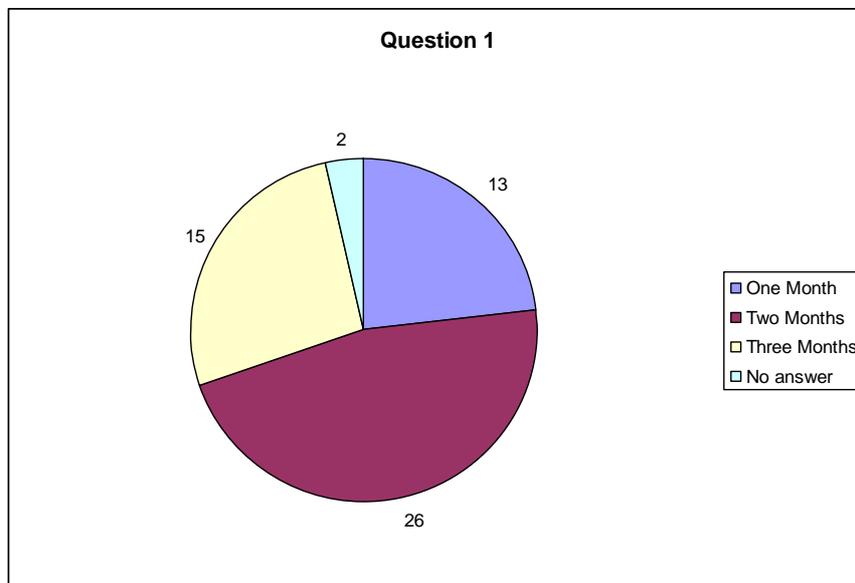
Registrants are required to pay the renewal fee each year prior to the renewal date. The renewal date will be set by the registration board for each profession and will be the same date for all registered members of that profession. For social workers this date is 31 May.

Registrants will receive an initial notification in writing, prior to the renewal date, which will be followed up by email and text.

How long in advance of the renewal date do you believe that registrants should receive the initial notification?

Respondents were asked to choose one month, two months or three months.

Response:



The majority (46%) felt that 2 months notice in advance of the renewal date would be the best notice period.

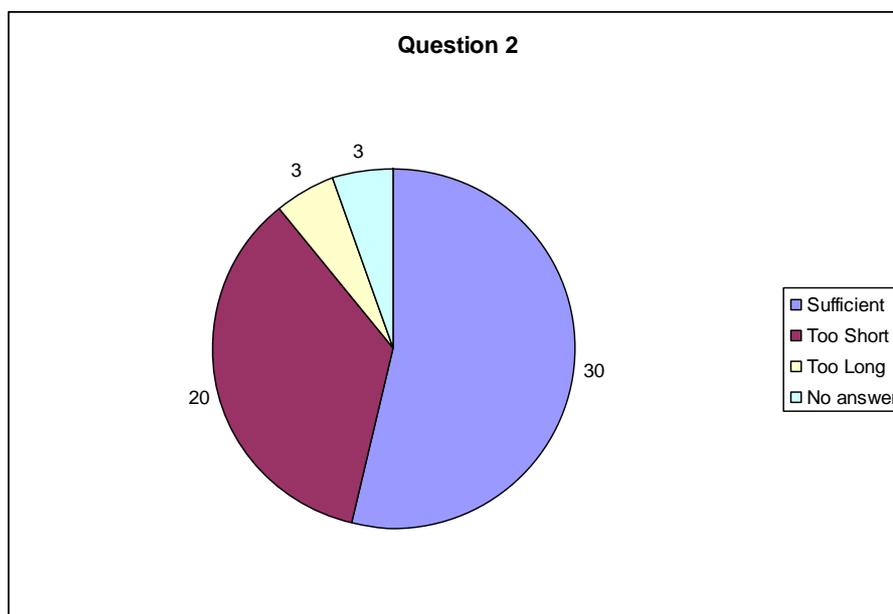


Question 2

If the registration has not been renewed within twenty eight days following the renewal date, registrants will be issued with a final warning notice. This notice will give them an additional fourteen days from the date of the notice to renew.

Do you feel that a 28 day period between the renewal date and the issuing of a final notice is sufficient, too short or too long?

Response:



The majority (54%) felt that a 28-day period between the renewal date and the issuing of a final notice is sufficient.

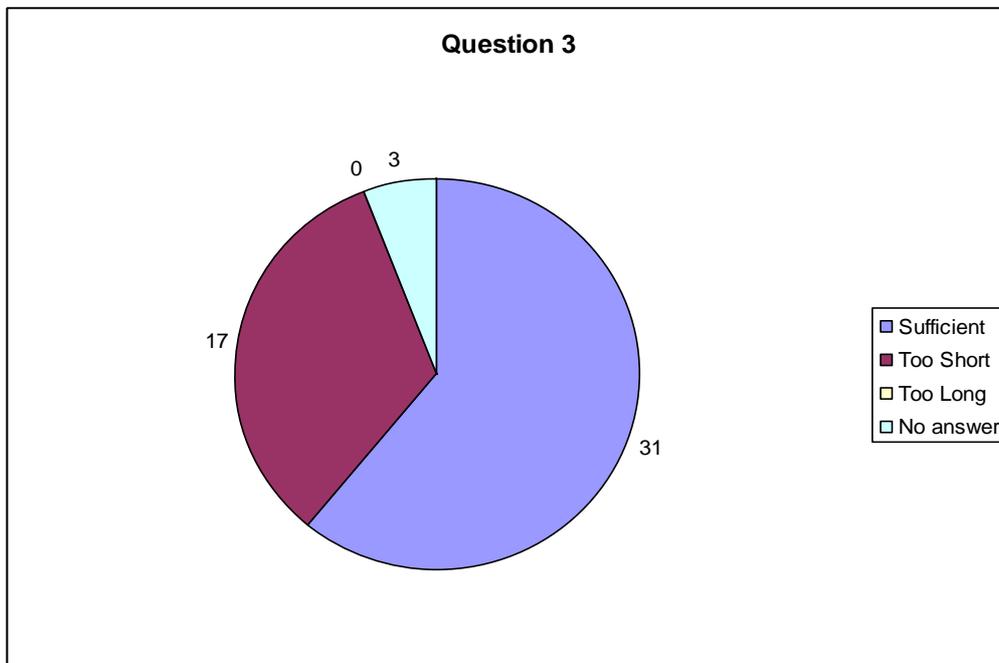


Question Three

If a final notice is issued, we are proposing that registrants will need to make their annual payment within 14 days of the date of that notice otherwise their registration may be cancelled and their names removed from the register. This allows for a total of 42 days after the fees are due before cancellation of registration.

Do you feel that a 14 day period to make your payment following receipt of a final notice is sufficient, too short or too long?

Response:



The majority (57%) felt that a 14-day period to make the payment following receipt of a final notice is sufficient.



Feedback received by email and telephone

Eight emails were received during the public consultation period. One telephone call was received.

Response to Observations submitted to the Consultation

Having regard to the consultation submissions, the following policy regarding renewal notifications has been approved by Council:

1. Not less than two months before the annual renewal date, CORU will issue an email notifying registrants of the renewal date, the annual retention fee and what will be required of them to renew their registration.
2. Not less than one month before the annual renewal date, CORU will issue a notice in writing by prepaid post informing registrants of the renewal date, the annual retention fee and the procedure to renew their registration including online renewal.
3. Not less than 14 days before the annual renewal date, CORU will issue a reminder by either email or text message or both of the renewal date.
4. Not less than seven days after the renewal date, CORU will issue an email informing registrants that their annual renewal fee is now overdue.
5. Not less than 28 days after the renewal date, CORU will issue a final warning notice in writing by prepaid post, informing registrants that if they do not pay their renewal fee within 14 days, their name will be removed from the register.
6. Once the name is removed from the register, CORU will issue a notice that the name has been removed from the register and the procedure to apply for restoration to the register.

Conclusion

The notice periods as proposed in the draft Rule “Time Limits for Payment of Annual Fees for Retention of Registration Rule 2012” are considered reasonable and appropriate. However, the Council will provide additional notices and reminders to supplement the minimum statutory requirements and to provide registrants with reasonable and adequate notice of the renewal requirements.

As a result of the consultation process, Council considered a number of policy decisions in relation to:

- The renewal mechanism
- The fee levels
- Methods of payment
- Restoration to the register procedures.



Details of these policy decisions will be published on CORU's website.

Acknowledgements

CORU would like to extend our appreciation and thanks to all those that participated in the consultation process.



Appendix 1: Rule as agreed by Council

Draft Rule

S.I. No. ____ of 2012

TIME LIMITS FOR PAYMENT OF ANNUAL FEES FOR RETENTION OF REGISTRATION RULE 2012

The Health and Social Care Professionals Council, in exercise of the powers conferred on it by section 18 and section 22 of the Health and Social Care Professionals Act 2005, hereby makes the following rule:

1. (1) This rule may be cited as the Time Limits for Payment of Annual Fees for Retention of Registration Rule 2012.
(2) This rule comes into operation on [date] and remains effective until revoked or revised by the Health and Social Care Professionals Council.

2. In this rule -

“Act” means the Health and Social Care Professionals Act 2005;

“annual retention fee” is the fee set under section 18 of the Act payable by a registrant each year on the renewal date to retain registration in the register of their designated profession;

“designated profession” means a profession designated by Section 4 of the Act;

“registration board” means a registration board established under Section 26 of the Act;

“renewal date” means the date set by the registration board on which the annual retention fee becomes payable.

3. The Health and Social Care Professionals Council sets out these time limits for payment of annual fees for retention of registration:
 - (1) A registrant is required to pay the annual retention fee to the Health and Social Care Professionals Council to retain registration in the



register of their designated profession. Prior to the renewal date, a registrant will be issued with a notice demanding payment of the annual retention fee. The annual retention fee is due to be paid on or before the renewal date.

- (2) If the registrant has not paid the annual retention fee 28 days after the renewal date, he or she will be issued with a final warning notice. The final warning notice will demand payment within 14 days of the date of the notice.
- (3) If the registrant fails to pay the annual retention fee within the final 14-day period, the Health and Social Care Professionals Council may, at its absolute discretion, exercise the powers granted under section 40(1) to direct the relevant registration board to remove from its register the name of the registrant.

GIVEN under the seal of the Health and Social Care Professionals Council,
[date] 2012

TOM JORDAN
Chairperson
Health and Social Care Professionals Council

and

Ginny Hanrahan
Chief Executive Officer
Health and Social Care Professionals Council



Appendix 2: Copy of Advertisement

 **Ag Rialáil Gairmithe Sláinte agus Cúraim Shóisialaigh**
Regulating Health + Social Care Professionals

Public Consultation

Time Limits for Renewal of Annual Registration

CORU, the regulator of health and social care professionals in Ireland, wants to hear the views of the public, the professions and other interested parties on a draft rule relating to the time period within which registrants will be required to renew their annual registration.

Further information on the consultation including the full text of the draft rule and a feedback form is available on www.coru.ie or by contacting CORU on 01 2933160 or emailing consultation@coru.ie

The closing day for submitting comments is 5pm Wednesday 29th February 2012.

Submissions received after this date will not be considered.

CORU is the registered business name of the Health and Social Care Professionals Council www.coru.ie



Appendix 3: Press Release and Coverage Achieved

CORU Launches Public Consultation on Time Limits for the Renewal of Annual Registration

Wednesday 1st February 2012: CORU, the regulator of health and social care professionals today launched a [public consultation process](#) on the time limits within which registrants will be asked to renew their annual registration. Launching the public consultation, Ginny Hanrahan, Chief Executive Officer explained that: “Our objective in CORU is to protect the public by promoting high standards among the health and social care professionals required to register with us”.

“Members of each of the professions to be regulated will be required to register with CORU in order to use the title of their profession and will need to renew their registration each year in order to remain on the CORU register. Members of the public will be able to check the register on our website to ensure that the health or social care professional they are attending is registered”.

The draft rule proposes that registrants will receive an initial notification, which will be followed up by email and text. If the registration has not been renewed on the twenty eight day following the renewal date, registrants will be issued with a final notice which will give them an additional fourteen days to renew.

Ms Hanrahan encouraged people to participate in this public consultation process: “We want to ensure that our regulation processes are developed in consultation with the public, the professionals and other interested parties. We will take all views and opinions into consideration”.

At present, the Social Workers Register is open and registered social workers need to renew their registration by May 31st 2012.

The other professions under CORU’s remit will be notified of the opening of their Register. There designated professions are: clinical biochemists, dietitians, medical scientists, occupational therapists, orthoptists, physiotherapists, podiatrists, psychologists, radiographers, social care workers, and speech and language therapists.

A copy of the draft rule for consultation can be viewed on www.coru.ie or can be requested by emailing consultation@coru.ie or contacting CORU on 01 2933160. It is also available to view in Coru’s offices, 13 - 15 The Mall, Beacon Court, Bracken Rd., Sandyford, Dublin 18.



The consultation process will close at 5:00pm on Wednesday 29th February 2012. Any submissions received after this time will not be considered.

For further information:

Paula Eager, MKC Communications

Tel: 01 7038612 **Mobile :** 087 4109910 **Email:** paula@mkc.ie

Note for Editors:

CORU is the statutory body responsible for regulating health and social care professionals. It consists of the Health and Social Care Professionals Council and will include the 12 registration boards established under the Health and Social Care Professionals Act 2005.

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



Publication: Irish Medical News
Date: Monday, February 27, 2012
Page: 18
Extract: 1 of 1
Circulation: 6.632
Author:
Headline: news in brief



news in brief

CORU introduce new registration rules

CORU, the regulator of health and social care professionals, has launched a public consultation process on the time limits within which registrants will be asked to renew their annual registration.

Members of each of the professions to be regulated will be required to register with CORU in order to use the title of their profession and will need to renew their registration each year in order to remain on the **CORU** register.

Designated professions under CORU's remit are: clinical biochemists, dietitians, medical scientists, occupational therapists, orthoptists, physiotherapists, podiatrists, psychologists, radiographers, social care workers, and speech and language therapists.

A copy of the draft rule for consultation can be viewed on www.coru.ie or can be requested by emailing consultation@coru.ie or contacting **CORU** on 01 2933160.

The consultation process will close at 5pm on Wednesday February 29 2012. Any submissions received after this time will not be considered. ■



Appendix 4: Copy of Online Feedback Form

Public Consultation on Time Limits for Annual Renewal of Registration

Thank you for participating in this consultation process. This survey will take approximately ten minutes to complete.

CORU is developing a system of regulation to protect the public by promoting high standards of professional conduct, education, training and competence for social workers and 11 other health and social care professions.

Members of each of the professions to be regulated will be required to register with CORU in order to use the title of their profession and will need to renew their registration each year in order to remain on the CORU register. Members of the public will be able to check the register on our website www.coru.ie to ensure that the health or social care professional they are attending is registered.

We would like to hear your views on a draft rule which proposes a time limit within which the professionals will be required to pay an annual fee to renew their registration.

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

Yours faithfully,
Ginny Hanrahan
Chief Executive Officer



Contact Details:

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

First Name: _____

Surname: _____

Email _____

Telephone Number _____

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

Are you contributing to this survey in

(please tick one)

a personal capacity? _____

or as part of an organisation? _____

If part of an organisation, please specify): _____

How did you hear about this consultation?

(please tick as many as apply)

Advertisement in a newspaper _____

Article in a publication _____

On www.coru.ie _____

On another website _____

By email _____

Other (please specify) _____



Q1

The Health and Social Care Professions Act (2005) requires that CORU gives two notices to registrants regarding renewal of their annual registration by payment of a renewal fee.

Registrants are required to pay the renewal fee each year prior to the renewal date. The renewal date will be set by the registration board for each profession and will be the same date for all registered members of that profession. For social workers this date is the 31st May.

Registrants will receive an initial notification in writing, prior to the renewal date, which will be followed up by email and text.

How long in advance of the renewal date do you believe that registrants should receive the initial notification?

(please tick one)

One month? _____
Two months? _____
Three months? _____

What are your views on the notification of renewal of annual registration? Please include your comments and suggestions on an alternative notice period.

Q2

If the registration has not been renewed within twenty eight days following the renewal date, registrants will be issued with a final warning notice. This notice will give them an additional fourteen days from the date of the notice to renew.

Do you feel that a 28 day period between the renewal date and the issuing of a final notice is

(please tick one)



Sufficient _____

Too short _____

Too long _____

If you think that 28 days is too short or too long, would you like to suggest an alternative time period?

Do you have any other comments on the 28 day notice period?

Q3

If a final notice is issued, we are proposing that registrants will need to make their annual payment within 14 days of the date of that notice otherwise their registration may be cancelled and their names removed from the register. This allows for a total of 42 days after the fees are due before cancellation of registration.

Do you feel that a 14 day period to make your payment following receipt of a final notice is

(please tick one)

Sufficient _____

Too short _____

Too long _____



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

Do you have any other comments on the 14 day notice period following receipt of a final notice?

Q4

Do you have any other comments?

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

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