

BSHAA REPORT FOR HAC CPD COMMITTEE MEETING 25 February 2009

1. Action/Matters arising from November 2008 meeting

1.1 Reading material only, with a test, qualifying for structured points.

There was discussion at the November meeting with regard to the amount of time needed to assess two courses which were reading only (each of about 5 hours). It was agreed that the situation would be reviewed at this meeting. No more courses like these have been submitted for CPD accreditation.

2. CPD 2008/9

2.1 Accreditation numbers

Since 1st April 2008, 214 courses have been received for accreditation (with fees received of £5100 – 4 fees are outstanding). All courses received have been accredited except for 11 (7 of which are awaiting further information from RHADs; 1 awaiting further information from a manufacturer and 3 are in the process of accreditation).

2.2 CPD Audit for 2007-9.

Will any work be required by BSHAA for the 2007/9 audit?

3. CPD exemptions for maternity etc for 2009/10

Will any work be required by BSHAA for the granting of partial exemption for CPD?

4. Records for destroying or return to the HAC after 31/3/09.

The following records are currently held by BSHAA:

- 4.1 HAC Course Providers Summary Sheets (hard copy, some on PC))
- 4.2 HAC Feedback Forms (hard copy)
- 4.3 HAC Accreditation Forms (hard copy and also majority also on PC with course details)
- 4.4. Letters/emails to and from individuals re partial exemption (hard copy and on PC)
- 4.5 Emails to and from individuals and course providers for course accreditations and CPD generally
- 4.6 Agendas and minutes of CPD meetings (hard copy)
- 4.7 Correspondence with HAC (including CPD rules /guidelines) and Parfitt & Co.
- 4.8 RHAD CPD records for 2005/6
- 4.9 Action Plans for 31/3/2007

Peter Humphreys 10 February 2009
For and on behalf of BSHAA