

HEARING AID COUNCIL

Minutes of the Education and Training & Examining Body Committee
Held in Closed Session at 70 St Mary Axe, London EC3A 8BE

on Wednesday 5th November 2008

- PRESENT:** Peter Ormerod (Chair of the Committee) (via phone)
Tony Corcoran (via phone)
Gerald Armstrong Bednall (via phone)
Prof Norma Brook CBE (via phone)
Deepak Prasher (via phone)
- APOLOGIES:** Chris Raine
Alan Torbett – BSHAA
John Wenn – Anglia Ruskin
- IN ATTENDANCE:** Stuart Holland Modernisation and Transfer Manager
Sarah Cottis Executive Assistant (minute taker)
Peter Humphreys – BSHAA CPD (via phone)

ACTIONS

1. Apologies for Absence

1.1 The Chair received apologies from Chris Raine, Alan Torbett, and John Wenn.

2. Declarations of Interests

2.1 Peter Ormerod declared he had been nominated to sit on British Society Hearing Aid Audiologists (BSHAA) Council.

2.2 All other interests as on the register

3. Minutes from the Committee Meeting held in Closed Session 18th June 2008

3.1 A member stated the minute 4.11 was wrong, as Angela King works for the RNID not Hearing Concern. It was agreed the minute be changed to reflect this.

Action

3.2 The minutes of the Education and Training & Examining Body Committee Meeting held in on 18th June were signed as a true record subject to 3.1.

4. Matters Arising from the Meeting held on 11th June 2008

4.1 The Committee noted that all matters arising from the meeting on 18th June had been actioned, or were on today's agenda.

5. Examination Contractors' Report

5.1 The Modernisation and Transfer Manager (MTM) presented the report written by Anglia Ruskin. It stated that due to the low candidate numbers the venue for the theory exam was changed and there were minor changes to the administration of the OSPE exams.

5.2 A member of the committee who attended the exams agreed with the report and reported that there were no problems with the contract with Anglia Ruskin running the exams.

6. Foundation Degree Update

6.1 The MTM gave a verbal report on the current status of the approved foundation degrees. It was reported that the current numbers of candidates are:

- Aston – 8 NHS students, 4 private students, they have not projected the numbers yet for next year.
- De MontFort – 6 NHS students, 2 private students, they are reluctant to projected the numbers for next year.
- Anglia Ruskin – 10 students in total and they are predicting 30 for next year.

6.2 The Committee agreed to circulate the number of candidates on course to the Council at the next meeting.

Action

7. CPD Contractors Report

7.1 Peter Humphreys joined the meeting and presented the BSHAA report on the HAC CPD. Peter Humphreys reported BSHAA had received a new

online course that needed accrediting. It was reported that the format of these new courses took more time to accredit than the other courses and another method may be required for the future.

7.2 The Committee agreed that since there were so few of these courses BSHAA should continue to accredit them under current procedures. This process and number of courses should be monitored and reported back to the committee at the next meeting. **Action**

8. CPD Audit Update

8.1 Peter Humphreys informed the committee that a CPD audit had been conducted as requested and there were currently 3 people outstanding from the 2.5% audited. The committee were asked if they wanted BSHAA to audit another 2.5%.

8.2 Following a discussion it was agreed not to audit any more dispensers this year as it was previously agreed to audit 2.5%. The results are to be published and this will communicate to the dispensing community in due course.

8.3 The committee agreed for Tony Corcoran to speak to the Investigating Committee to explain the process the committee and BSHAA had undertaken. Peter Humphreys left the meeting. **Action**

9. Examination Cost Review

9.1 The MTM presented the Examination Cost Review paper and highlighted that due to the reduced numbers of candidates the exams are likely to make a loss for 2008. The committee were asked to consider whether bringing the administration of the exams in-house and terminating the existing contract for delivery of examinations would be efficient.

9.2 The MTM presented the risks of bringing the administration in house, these included:

- The office does not have the capacity and skill Anglia Ruskin has.
- The knowledge would rely on just one HAC staff member.
- The HAC office would be stretched over December when most of the work would need to take place.

The committee were also informed that due to reduced number of candidates BSHAA have lowered their costs.

9.3 Following a discussion the Committee agreed to keep the exam contract with BSHAA as the benefits of bringing the administration of the exams in-house did not outweigh the potential costs.

9.4 The MTM presented the second issue for exams; how aptitude candidates can join the register now the exams have ended and the transfer will not take place until 2010. At the moment aptitude candidates can pass an exam or an adaptation period before they can enter the HAC register.

9.5 One member suggested that some of the Foundation degree modules maybe used to test the aptitude candidates.

9.6 Following a discussion the Committee requested the MTM look into the various ways aptitude candidates can enter the register, including by taking part of the Foundation degrees. The options should be cost neutral and reported to the committee at the next meeting. **Action**

10. CPD Course Review

10.1 The committee noted the reviews of the CPD courses and requested a similar review take place next year if the CPD rules are unchanged. **Action**
Agreed

10.2 The committee had received a complaint about the NLP course (ref 6658). **Action**
The committee noted that the CPD review has reported no problems with this course. The MTM was instructed to write to the complainant to inform him of the committee's findings.

11. CPD Options for 2009-10

11.1 The MTM presented a paper on CPD options 2009-10 at the request of the Strategy Executive Committee, proposing changing the CPD scheme to mirror that at the Health Professions Council (HPC).

11.2 Following a discussion of possible risks that may occur the committee **Action**
Agreed agreed to conduct a public consultation on changing the CPD scheme.

11.3 The Committee requested that if the change does occur the HAC office **Action**
Agreed staff will need to be fully trained to administer the scheme. Communication with dispensers and companies will also need to be a high priority to explain the change.

12. Date of the Next Meeting

12.1 The date of the next meeting is 25th February 2009 10.30am to 12.30pm, this meeting will also be held by phone.

**Action list from the meeting of the
Education and Training & Examining Body Committee 05.11.08**

ITEM	ACTION REQUIRED	PERSON RESPONSIBLE	DATE
3.1	A member stated the minute 4.11 was wrong, as Angela King works for the RNID not Hearing Concern. It was agreed the minute be changed to reflect this.	HAC Administration	ASAP
6.2	The Committee agreed to circulate the number of candidates on course to the Council at the next meeting.	Peter Ormerod	12 th November 2008
7.2	The Committee agreed that since there were so few of these courses BSHAA should continue to accredit them under current procedures. This process and number of courses should be monitored and reported back to the committee at the next meeting.	Peter Humphreys	25 th February 2009
8.3	The committee agreed for Tony Corcoran to speak to the Investigating Committee to explain the process the committee and BSHAA had undertaken. Peter Humphreys left the meeting.	Tony Corcoran	
9.6	Following a discussion the Committee requested the MTM look into the various ways aptitude candidates can enter the register, including by taking part of the Foundation degrees. The options should be cost neutral and reported the committee at the next meeting.	Modernisation and Transfer Manager	25 th February 2009
10.1	The committee noted the reviews of the CPD courses and requested a similar review take place next year if the CPD rules are unchanged.	Modernisation and Transfer Manager	21 st October 2009
10.2	The committee had received a complaint about the NLP course (ref 6658). The committee noted that the CPD review has reported no problems with this course. The MTM was instructed to write to the complainant to inform him of the committee's findings.	Modernisation and Transfer Manager	ASAP
11.2	Following a discussion of possible risks that may occur the committee agreed to conduct a public consultation on changing the CPD scheme.	Modernisation and Transfer Manager	ASAP
11.3	The Committee requested that if the change does occur the HAC office staff will need to be fully trained to administer the scheme. Communication with dispensers and companies will also need to be a high priority to explain the change.	Modernisation and Transfer Manager	ASAP

**Agreements from the meeting of the
Education and Training & Examining Body Committee 05.11.08**

ITEM	DECISIONS AGREED
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6.2	The Committee agreed to circulate the number of candidates on course to the Council at the next meeting.
7.2	The Committee agreed that since there were so few of these courses BSHAA should continue to accredit them under current procedures. This process and number of courses should be monitored and reported back to the committee at the next meeting.
8.2	Following a discussion it was agreed not to audit any more dispensers this year as it was previously agreed to audit 2.5%. The results are to be published and this will communicate to the dispensing community that the Hearing Aid Council (HAC) is taking CPD seriously.
8.3	The committee agreed for Tony Corcoran to speak to the Investigating Committee to explain the process the committee and BSHAA had undertaken. Peter Humphreys left the meeting.
9.3	Following a discussion the Committee agreed to keep the exam contract with BSHAA.
9.6	Following a discussion the Committee requested the MTM look into the various ways aptitude candidates can enter the register, including by taking part of the Foundation degrees. The options should be cost neutral and reported the committee at the next meeting.
10.1	The committee noted the reviews of the CPD courses and requested a similar review take place next year if the CPD rules are unchanged.
11.2	Following a discussion of possible risks that may occur the committee agreed to conduct a public consultation on changing the CPD scheme.
11.3	The Committee requested that if the change does occur the HAC office staff will need to be fully trained to administer the scheme. Communication with dispensers and companies will also need to be a high priority to explain the change.