



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Annual Report 2011

including

Report of the Health and Social Care Professionals Council

and

Report of the Social Workers Registration Board

Contents

Section	Page No.
Abbreviations and definitions	2
What is CORU?	3
2011 at a glance	4
1. Report of the Health and Social Care Professionals Council	5
1.1 Chairperson's statement	5
1.2 CEO's foreword	6
1.3 Background	7
1.4 Council activities in 2011	9
1.4.1 Registration	9
1.4.2 Education	10
1.4.3 Corporate Services	10
1.4.4 Communications	11
1.4.5 Other activities	12
1.5 Council meetings and committees 2011	13
2. Report of the Social Workers Registration Board	18
2.1 Chairperson's foreword	18
2.2 Background	19
2.3 Board activities in 2011	20
2.3.1 Registration	20
2.3.2 Competent Authority for recognition of qualifications gained outside the State	21
2.3.3 Education	22
2.3.4 Communications	23
2.4 Board meetings and committees 2011	24
3. Appendices	26
Appendix 1: HSCPC membership and attendance at Council meetings in 2011	26
Appendix 2: Object and duties of the Council	29
Appendix 3: Social Workers Registration Board membership and attendance at meetings in 2011	30
Appendix 4: Object and duties of registration boards	32
4. Financial Statements for the year ended 31 December 2011	33

Abbreviations and definitions

ACESA	Association of Chief Executives of State Agencies
Act	Health and Social Care Professionals Act, 2005
Board	Registration board
CLEAR	Council on Licensure, Enforcement and Regulation
Committee	Advisory committee of Council/Board, chaired by a member of Council/Board, which makes recommendations for decision by Council/Board
CORU	Umbrella body responsible for regulating health and social care professionals, including the Health and Social Care Professionals Council and the 12 registration boards to be established under the Health and Social Care Professionals Act, 2005
Council	Health and Social Care Professionals Council
Department	Department of Health (until March 2011, Department of Health and Children)
HIQA	Health Information and Quality Authority
HPC	Health Professions Council
HR	Human resources
HSE	Health Services Executive
HSCRF	Health and Social Care Regulatory Forum
IASW	Irish Association of Social Workers
ICT	Information and communication technology
IT	Information technology
Minister	Minister for Health (until March 2011, Minister for Health and Children)
NISCC	Northern Ireland Social Care Council
NSWQB	National Social Work Qualifications Board
PHECC	Pre-Hospital Emergency Care Council
Registrar	Chief Executive Officer when exercising her duties as Registrar to the registration boards
Registration board	An individual registration board for one of the professions covered by the Act
SWRB	Social Workers Registration Board
WTE	Whole-time equivalent

What is CORU?

Deriving its name from the Irish word “cóir”, meaning “fair, just and proper”, CORU is the umbrella body responsible for protecting the public by promoting high standards of professional conduct, and professional education, training and competence, in designated health and social care professions. It is responsible to the Minister for Health.

CORU comprises the Health and Social Care Professionals Council (the Council), established in 2007, and the 12 registration boards to be established under the Health and Social Care Professionals Act, 2005 (the Act), relating to the following professions:

Clinical biochemists	Physiotherapists
Dietitians	Psychologists
Medical scientists	Radiographers
Occupational therapists	Social care workers
Orthoptists	Social workers
Podiatrists	Speech and language therapists

When all 12 registers named in the Act are fully operational, CORU as a whole will be responsible for the registration of more than 20,000 professionals. Some 15 other professions are also interested in achieving statutory registration with CORU.

Two other organisations, the Opticians Board, which registers optometrists and dispensing opticians, and the Pre-Hospital Emergency Care Council (PHECC), which regulates emergency medical technicians, paramedics and advanced paramedics, are also expected to merge with CORU in the near future. Legislative changes are needed to complete this process.

2011

At a Glance

- The Social Workers Register opened at the end of May, with the first 31 applicants being granted registration in June. In all, 154 applicants were granted registration during 2011.
-

- Three bye-laws became effective in March, relating to:
 - approved qualifications for social workers
 - applications for registration
 - Code of Professional Conduct and Ethics for Social Workers.
-

- The National Social Work Qualifications Board was dissolved and its staff, properties and liabilities transferred to CORU.
-

- The Social Workers Registration Board became the Competent Authority for social work in the Republic of Ireland under EU Directive 2005/36/EC. During 2011, the SWRB recognised the qualifications, gained outside the State, of 31 applicants.
-

- Traffic on CORU's website increased six-fold.
-

- CORU moved to new premises at Beacon Court in Sandyford.
-

1 Report of the Health and Social Care Professionals Council

1.1 Chairperson's statement

On behalf of the Health and Social Care Professionals Council at CORU, I am delighted to be able to report that in 2011, despite challenging conditions, we made significant progress towards realising our goals of protecting the public by establishing statutory registration of health and social care professionals.

Most importantly, the Social Workers Registration Board (SWRB), appointed in 2010, opened its statutory register at the end of May 2011, thanks to the diligent work of its chair, Professor Suzanne Quin, the other members of the SWRB, CORU's executive and Council, and the Department of Health. The opening of the first register marks the start of a new phase in CORU's work and we look forward to the appointment of more boards in the near future.

The opening of the Social Workers Register was preceded by the dissolution of the National Social Work Qualifications Board (NSWQB) in March 2011. CORU would like to acknowledge the NSWQB's work in relation to the recognition of qualifications for social workers and the review of standards of education in the training colleges. This work has been invaluable in establishing the standards for SWRB framework documents and other preparations for the work of the Social Workers Registration Board.

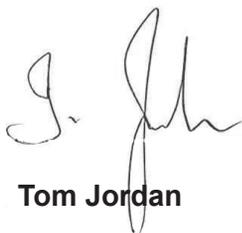
In March, half of CORU's Council members completed their terms of office, and I would like to thank them sincerely for their invaluable contribution. New members were appointed only much later in the year. I am very grateful to the remaining members of Council who worked so tirelessly throughout the intervening period to ensure that governance and other requirements were met, thus allowing the executive to progress their work. We were delighted to welcome our new Council members and observers in December. The observers, nominated by their respective professional bodies, will become members of Council following forthcoming amendments to the Health and Social Care Professionals Act, 2005.

CORU's achievements could not be made without the dedication and hard work of the Council members whose voluntary service on committees and working groups has given the organisation such a solid foundation. Everything that the Council does is supported by the Chief Executive Officer and her team of committed staff, whose efficiency and effectiveness enable us to achieve so much.

I also want to note our thanks to the Minister for Health for the support and advice provided to CORU in our development in 2011 and look forward to further progress in 2012.

I am pleased to report that, during 2011, the Council met all requirements under the Ethics in Public Office Act, 1995 and 2001. The Council was fully tax compliant, and was also in compliance with the Code of Practice for the Governance of State Bodies.

I offer this annual report for your consideration, and look forward to another eventful year.



Tom Jordan
Chairperson

1.2 CEO's foreword

As reported by our Chairperson, CORU was able to make good progress in 2011 in spite of demanding circumstances. The opening of the Social Workers Register at the end of May marked a significant milestone for us, and we look forward to the establishment of the remaining registration boards in the next few years.

The opening of the Social Workers Register followed the dissolution of the National Social Work Qualifications Board (NSWQB) in March 2011. CORU is grateful to Ms Eilís Walsh, Director, Professor Máirtín Ó Fathaigh, Chairperson, and their team for all their hard work in preparing for the change. CORU is fortunate that some of the team transferred to our service. Ms Walsh retired and we wish her all the best for the future.

As a starting point for our work, CORU has been fortunate to be able to draw on good models of regulation from elsewhere. These have been adapted to meet our specific requirements. We would like to thank those health and social care regulators, both in Ireland and abroad, who have been supportive to CORU. The HSE, professional bodies and unions also worked with us to prepare for registration, and we offer them our thanks.

CORU's efficiency will be vital for the smooth operation of the registration boards. During 2011, we finalised policies and procedures in vital areas such as communications, finances, ICT and HR, thus advancing achievement of the goals contained in CORU's Statement of Strategy 2010-12. The establishment of robust financial management systems, including internal audit, enables CORU to meet the highest standards of corporate governance and transparency, and to deliver value for money for registrants and the taxpayer. When all the registration boards are operational, we will progress to become self-financing.

CORU moved to its new location at Beacon Court, Sandyford in February and has since been able to expand the staff team through the use of the public service redeployment scheme. We appreciate the skills they are contributing to the development of CORU. We wish to thank the Department of Health and the Public Appointments Service for their help in the redeployment process. When all appointments are complete we will have 15 whole-time equivalent (WTE) staff.

There are many people without whose hard work and support CORU's achievements in 2011 would have been impossible. On behalf of the organisation, I offer sincere thanks to the Department of Health, in particular the Professional Regulation Unit, for working with us and supporting our development and we look forward to continuing this joint working during 2012. I also want to thank the Chairperson and members of Council for their constant and valued guidance and support. Special thanks are due to the Social Workers Registration Board for the commitment and dedication which enabled them to open their register within the planned timeframe.

Finally, I would like to thank the team in CORU who have worked tirelessly to deliver our mandate.

CORU looks forward to an equally successful year in 2012.



Ginny Hanrahan

Chief Executive Officer

1.3 Background

The Health and Social Care Professionals Act was passed in 2005. The Act provides for the establishment of a regulatory system for 12 named health and social care professions. The aim is to protect the public by promoting high standards of professional conduct, and professional education, training and competence, among registrants of the designated health and social care professions. These are:

- Clinical biochemists
- Dietitians
- Medical scientists
- Occupational therapists
- Orthoptists
- Podiatrists
- Physiotherapists
- Psychologists
- Radiographers
- Social care workers
- Social workers
- Speech and language therapists.

The Act allows for the Minister for Health to add more professions to CORU's remit.

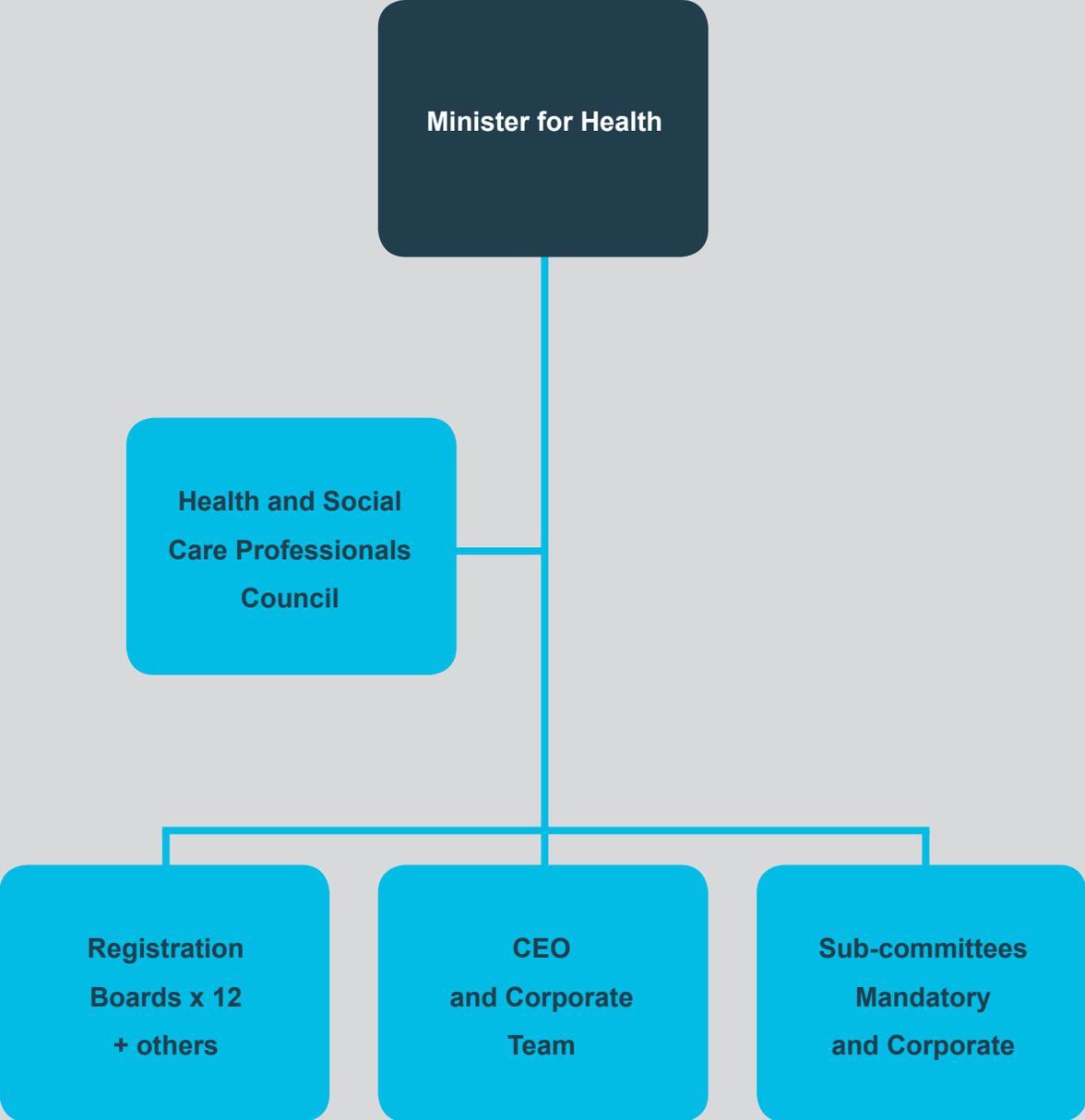
The Minister for Health will appoint a registration board to carry out registration and education functions for each of the professions to be regulated. Registration boards are independent bodies corporate with perpetual succession and their own seal.

In order to facilitate the establishment and smooth operation of the proposed regulatory system, the Act provides for the establishment of an independent Council as a body corporate. Ultimately, when the registers are up and running, the Council will be self-funding. The Council is unique in Ireland's statutory regulation system for the health and social care professions, in that it is the only regulator dealing with multiple professions.

The Council comprises one representative from each of the professions to be regulated, and a corresponding lay person. To ensure the maintenance of a lay majority, the chairperson is also a lay member. Legislative amendments to allow the professional nominees to sit on Council are expected in 2012. Council membership and attendance at Council meetings during 2011 appear in Appendix 1.

One of the Council's main functions is to oversee and coordinate the activities of registration boards to ensure consistency in the regulatory system. Its object and duties appear in Appendix 2.

Organisation Structure



1.4 Council activities in 2011

1.4.1 Registration

The Act gives each registration board responsibility for carrying out registration and education functions related to its specific profession. The Council does not have direct responsibility for these functions, and instead has overall oversight and coordination roles. It is in this context that Council issues guidelines to registration boards, including on making the bye-laws that underpin the requirements for registration. Council's coordination role ensures consistency in the regulatory system.

During 2011, the Council continued to work on the development and updating of frameworks and guidelines for registration boards. The most important areas addressed in 2011 are detailed below.

Code of professional conduct and ethics

The Council approved the bye-law for the Code of Professional Conduct and Ethics for Social Workers in March 2011. Applicants for registration must sign a declaration that they have read and understood the profession-specific code and agree to be bound by it.

Legislative amendments

CORU worked closely with the Department of Health to refine draft amendments to the Act, necessary to enable professional members to be replaced on Council after their terms of office expire. A bill is expected in 2012.

Fitness to practise

Council continued to make preparations for the commencement of fitness to practise procedures, probably in 2013. In time, this will become a significant part of the Council's work.

Fee structure

In preparation for opening of the registers, Council carried out a detailed cost analysis that took into account the regulatory structure, the number of potential registrants, international best practice and the need for a fair and effective mechanism for dealing with fitness to practise complaints. On the basis of both this analysis and consultation with the Minister, Council set registration application and renewal fees. In doing so, Council agreed to continue to examine the potential for additional cost savings. This resulted in a further review of the organisation's operations, which was delivered to the Department of Health at the end of the year. The proposals it contains may lead to further reductions in the annual renewal fee.

1.4.2 Education

Approval and monitoring of education and training programmes

Council developed a document for education providers, which lays out the criteria and monitoring process relating to the approval of programmes and standards of proficiency. The document is designed to assist providers to prepare for assessment visits.

Continuing professional development

Under Section 27 of the Health and Social Care Professionals Act 2005, registration boards are expected to give guidance and support to registrants concerning continuing professional development (CPD). With Council's approval, and in accordance with any guidelines it may issue, registration boards may make bye-laws relating to the CPD requirements of registrants of that profession. In 2011, Council began to develop a generic framework for the CPD scheme, to prepare for consultation in 2012.

CORU also worked with the HSE to devise a process for CPD for social care workers, to assist the profession to prepare for registration.

1.4.3 Corporate Services

During 2011, CORU's corporate services function enabled the smooth running of the organisation, by dealing with finance, staffing, resources, IT and governance issues. As part of its governance function, Council reviewed and updated the Code of Corporate Governance in line with emerging public sector requirements.

Human resources

The organisation started the year with five permanent posts. With the dissolution of the NSWQB in March, six extra permanent posts transferred to CORU. Staff transferred to fill half of these posts.

Later in the year, CORU was allocated a staff complement of 15 whole-time equivalent (WTE) posts, with the vacant jobs to be filled through public sector redeployment. Four additional staff joined CORU through this route in 2011, although three Higher Executive Officer posts remained vacant at year end.

ICT

In 2011, the Council awarded a contract for the development of an IT system to handle CORU's recognition, registration, education and fitness to practise processes. When it is fully operational, CORU will have a database system capable of gathering, storing and managing registrant information in accordance with the provisions of the Act, as well as ensuring the accuracy of information, reducing processing times and streamlining professionals' applications to the respective registration boards. Applicants will be able to complete registration online. They will also be able to maintain their own account details and update their records when they change address or employer. Members of the public will be able to search the register on the CORU website to check if their health and social care professional is registered. The first phase of the system is expected to go live by May 2012.

In addition, in 2011, CORU continued the development of its IT strategy and implemented policies aimed at ensuring good IT governance. Considerable progress was also made on data protection and email security issues.

Accommodation

In March 2011, CORU moved offices to a bright and spacious modern office building in Sandyford, at no extra cost to the exchequer. The previous tenants, the Health Information and Quality Authority (HIQA), left the building in 2009.

Shared services

During 2011, CORU approached other bodies to explore possibilities for sharing services in finance, IT, HR and communications. As a result of this exercise, the Food Safety Authority of Ireland will administer CORU's payroll and pensions arrangements, at no cost to the organisation, from the start of 2012.

1.4.4 Communications

Website

CORU's website (www.coru.ie) allows the organisation to communicate efficiently with its audiences, while also providing an important information resource for health and social care professionals. In 2011, an average of 1,500 individuals visited the site each month, with peaks in March and May. This average was more than six times larger than in 2010. More than half were new visitors.

Patient safety

CORU's concern for patient safety informs all its work. In 2011, the organisation was involved in developing www.healthcomplaints.ie, and signed up to it when it became operational in the autumn.

The healthcomplaints.ie website provides information to the public on how to make a complaint or give feedback about health and social care services in Ireland. CORU's CEO chairs its governance committee.

1.4.5 Other activities

Transfer of other organisations to CORU

In line with the requirements of the Act, the National Social Work Qualifications Board (NSWQB) was transferred to CORU in March 2011. The Department of Health is currently drafting legislation to enable the transfer of the Opticians Board, which regulates optometrists and dispensing opticians. Subject to government review, the Pre-Hospital Emergency Care Council (PHECC), which regulates emergency medical technicians, paramedics and advanced paramedics, may also be transferred to CORU.

Relationship between registration boards and Council

CORU is unique in that the Council has an oversight and coordination role for registration boards which are bodies corporate in their own right. This means that clarity in the delineation of the practical workings of this relationship is essential. At the end of the year Council and the Social Workers Registration Board reviewed the document delineating their relationship and made minor amendments.

Collaboration with the professions and other health and social care regulators

CORU's involvement in a range of national and international bodies gives the organisation access to wide-ranging and relevant support, knowledge, information and expertise in developing regulation of the health and social care professionals under its remit.

In the Republic, CORU continued its links with other health and social care regulators through its involvement in the Health and Social Care Regulatory Forum (HSCRF). It is also represented on the HSE's National Advisory Group on Children and Family Services. In 2011, the CEO represented the organisation on HIQA's National Standards for the Protection and Welfare of Children Advisory Working Group, which completed its work at the end of the year.

In 2011, CORU continued its involvement with the Health Professions Council (HPC) in the UK, which regulates 16 professions, including 10 of those designated in the Health and Social Care Professions Act, and with the Northern Ireland Social Care Council (NISCC), which is responsible for the registration of social workers and social care workers in Northern Ireland.

At EU level, in 2011, CORU continued its involvement with Health Professionals Crossing Borders, an EU-wide group working to facilitate the movement of professionals throughout Europe. CORU responded to proposals for changes to the Professional Qualifications Directive which could have implications for the recognition of international qualifications.

CORU is represented on the International Advisory Group of the Council on Licensure, Enforcement and Regulation (CLEAR), based in the US, which promotes regulatory excellence internationally.

During 2011, CORU staff presented more than 25 papers to professional conferences, trades unions and education courses, as well as submitting articles to many professional newsletters. In addition, to assist professional bodies to prepare for registration, meetings were held with the Irish Association of Social Workers, Irish Institute of Radiographers and Radiation Therapists, the Psychological Society of Ireland, the Irish Society of Chartered Physiotherapists, the Association of Occupational Therapists of Ireland and Social Care Ireland.

1.5 Council meetings and committees 2011

CORU's Council met on seven occasions in 2011. Members also served on Council committees (see below). For attendance at Council meetings, see Appendix 1.

The terms of office of many Council members ended in March 2011. They could not be replaced immediately, due to problems with legislation, leaving the Council to function with only seven members for most of the rest of the year. The Minister appointed five new members to Council in November and also nominated 12 observers. These professional representatives will achieve full membership status on amendment of the Act.

At the end of 2011, Council had four committees dealing with:

- finance and resources
- audit, risk and governance
- registration and education
- fitness to practise.

The committees focussed primarily on progressing issues relating to registration, education and corporate support, as detailed in section 1.3 of this annual report.

Key to meeting attendance: ✓: attended X: apologies or absent N: not on committee

Finance and Resources Committee

The Finance and Remuneration Committee lapsed when its members' terms of office on the Council expired in March 2011. The reconfigured and renamed Finance and Resources Committee was appointed in October 2011.

Role: To oversee the financial management and resource requirements of CORU.

Membership: Pat Quinlan (chair to March, ordinary member from October), Dorothy Donovan (chair from October), Tony Darmody, Martin Higgins (from October), Mitchel Fleming (to March), Jacqui Barry O'Crowley (to March).

Key activities in 2011:

Developed the annual business plan and budget. Council based its annual plan on an allocated Oireachtas Grant of €1.414m for 2011. However, the actual funding received from the Oireachtas Grant for 2011 was €1.212m.

The Committee also undertook:

- review of draft accounts for 2010
- review of draft budget for 2011
- review and recommendation for the adoption of the workforce planning report
- review and recommendation for adoption of the proposed schedule of fees for CORU
- review of the assets for NSWQB
- oversight of the lease and relocation of CORU to new premises in Sandyford
- review and update of terms of reference
- review of the draft budget and business plan for 2012.

Attendance:

Name	23 Feb*	10 Nov**
Jacqui Barry O’Crowley	√	N
Tony Darmody	√	√
Dorothy Donovan (chair from October)	N	√
Mitchel Fleming	√	N
Martin Higgins	N	√
Pat Quinlan (chair to March)	√	√

* as Finance and Remuneration Committee (lapsed in March 2011)

** by teleconference

Audit, Risk and Governance Committee

Role: To review the reliability and integrity of financial systems, internal control and operational information, review of corporate governance processes and review of systems of risk management.

Membership: Sharon Foley (chair), Tim Dalton, Vincent McCabe, Stephen McMahon.

Key activities in 2011:

- Oversight of the plan and timeframe for the orderly financial wind-down of the NSWQB
- Review and approval of 2010 accounts and meeting with the Controller and Auditor General to discuss audit requirements
- Review of internal financial controls and IT, and framework for internal audit review
- Recommendation to Council on the draft rules on payment of registration fees and the process for public consultation
- Development of a process for the completion of end of year accounts
- Annual review of Code of Corporate Governance
- Review of revised documented financial policies and procedures
- Update and review of risk register
- Review and update of terms of reference for committees.

Attendance:

Name	28 Feb	31 Aug	5 Oct	16 Nov
Tim Dalton	√	√	√	√
Sharon Foley (chair)	√	√	√	√
Vincent McCabe	√	√	√	X
Stephen McMahon	√	X	X	√

Registration and Education Committee

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

Membership: Ann Taylor (chair), Odhrán Allen, Monica Egan, Lorraine Horgan, Maeve Murphy, Jackie Reed.

The Registration Committee and the Education and Training Committee lapsed when the members' terms of office ceased in March 2011. The Council formed a Registration and Education Committee towards the end of the year. The new committee held one meeting which:

- reviewed and made recommendations on amendments to the existing practitioners application form and guidance notes
- reviewed and made recommendations on amendments to the framework Criteria and Standards of Proficiency for Education and Training Programmes document
- reviewed and made recommendations on amendments to the Approval and Monitoring Process document
- developed guidance on the criteria and standards of proficiency for education and training programmes
- started to develop CPD requirements
- reviewed and made recommendations on a programme for the induction of Council and Registration Board members.

Attendance:

Name	14 Nov
Odhrán Allen	√
Monica Egan	√
Lorraine Horgan	√
Maeve Murphy	√
Jackie Reed	√
Ann Taylor (chair)	√

Fitness to Practise Committee

Role: To develop a Fitness to Practise framework, including issuing guidance on the Code of Professional Conduct and Ethics, advising on the development of policy, and identifying issues in matters relating to fitness to practise.

Membership: Monica Egan (chair to March), Dorothy Donovan (chair from June), Fionnuala Cook (from March), Patricia Godwin (to March) Jill Long, Patricia O'Connor (to March), David Power.

Key activities in 2011:

- Considered and recommended approval of the Code of Professional Conduct and Ethics for Social Workers
- Commissioned and considered legal advice on procedures for appeals to Council from a registration board's decision to refuse to register an applicant.

Attendance:

Name	14 Mar	23 May	27 Jun
Fionnuala Cook	N	√	√
Dorothy Donovan (chair from June)	√	X	√
Monica Egan (chair to March)	√	√	√
Patricia Godwin	√	N	N
Jill Long	√	√	√
Patricia O'Connor	X	N	N
David Power	X	X	X

2. Report of the Social Workers Registration Board

2.1 Chairperson's foreword

It gives me great pleasure to present this, the second Annual Report of the Social Workers Registration Board (SWRB), covering the SWRB's activities in its first full year in operation, following its appointment in August 2010 under the Health and Social Care Professionals Act, 2005.

The year's most significant achievement was undoubtedly the opening of the Social Workers Register on 31 May 2011. The first practitioners were granted registration in June and, when the two-year transition or "grandparenting" period finishes at the end of May 2013, around 2,700 social work practitioners in the Republic of Ireland will be on the Social Workers Register. I would like to record my appreciation of the invaluable work of the Social Work Registration Committee in the scrutiny of applications for registration before recommendation to the Board.

Prior to its opening, the Board worked hard to ensure that everything was in place for the smooth operation of the Register. Following extensive preparatory work in 2010, three bye-laws in relation to applications for registration, code of conduct and approved qualifications came into effect in late March 2011. The Board also dealt with the issue of setting criteria and standards of proficiency for social work programmes and the related approval, monitoring and recognition of qualifications whose holders are eligible to apply for registration. I would like to congratulate the Education Steering Committee for their work on these issues.

The dissolution of the National Social Work Qualifications Board (NSWQB) at the end of March, prior to the opening of the Social Workers Register, was a significant event. My thanks go to all at the former NSWQB who worked cooperatively with CORU to ensure a smooth transition.

In March 2011, the Social Workers Registration Board at CORU became the Competent Authority for social work in the Republic of Ireland under EU Directive 2005/36/EC, replacing the NSWQB in that role. The Board spent time developing policies and procedures in relation to this: as applications are considered on a case-by-case basis, there is a lot of careful work that must be done before each application is presented to the Board for a decision. I would like to express my gratitude to the Non-National Qualifications Committee (to be renamed the International Committee in February 2012) for their work.

Overall, the Board has worked hard and well during 2011. I would like to thank the members for all their efforts, and would also like to thank the Chair and members of Council and CORU's executive for their help and support.

We look forward to an exciting year in 2012.

Suzanne Quin

Chairperson

2.2 Background

In August 2010, the Social Workers Registration Board (SWRB) became the first of the 12 boards to be established under the Health and Social Care Professionals Act 2005. Its object is “to protect the public by fostering high standards of professional conduct and professional education, training and competence among registrants of that profession”.

The Board comprises 13 members, none of whom receives any remuneration. Seven are “lay” members (not social workers), while the remaining six are professional nominees, representing educators, managers and social workers delivering frontline services. Details of Board membership appear in Appendix 3, and the object and duties of registration boards as set out in the Act appear in Appendix 4.

During 2011, the Board concentrated on its principal functions of:

- establishing and maintaining a register of members of the social work profession, including issuing certificates of registration
- approving programmes for the education and training of applicants for registration
- monitoring, in accordance with the Act, the continuing suitability of these education and training programmes.

The Board opened the register for social workers in May 2011, marking the introduction of the statutory registration of social workers in the Republic of Ireland. The first 31 applicants were granted registration in June and a total of 154 people were on the Social Workers Register at year end. The register shows specific information on all registrants and is available to view on the CORU website.

The operation of the register is a very important part of meeting the objective of protecting the public. Before an applicant’s name is entered on the register, the Board must be satisfied that the applicant is “fit and proper” to engage in the practice of the profession, has an approved level of knowledge of a language necessary to practise as a social worker in Ireland, and holds an approved qualification or has successfully completed an assessment of professional competence. All practising social workers must be on the register by the end of May 2013, following a two-year “grandparenting” period which allows all existing practitioners time to apply to the Board for registration. After that date, the title “social worker” will be protected and only people on the register will be able to use it.

2.3 Board activities in 2011

2.3.1 Registration

Bye-laws

A key part of preparing for registration is the making of bye-laws to support the registration process. At the start of 2011, the Board had three draft bye-laws out for consultation, relating to:

- application for registration, listing the information that applicants are required to submit
- Code of Professional Conduct and Ethics for Social Workers
- approved qualifications for social workers, listing nine approved qualifications that are considered to meet the standard of proficiency required for registration.

Many pertinent submissions were received, especially concerning the draft code of conduct. The documents were amended and approved by Council, and came into effect in March 2011.

Registration application requirements

The Board developed comprehensive guidance notes to assist applicants to complete their applications for registration. Explanatory briefing sessions were held throughout the year, mapping the process and providing guidance on registration issues. Some of the main issues appear below.

“Fit and proper”

All applicants for registration must satisfy the SWRB that they are “fit and proper” to practise as social workers. This appellation consists of two elements – health and character. The Board requires all applicants to undergo Garda vetting, to make declarations in relation to health and character and to complete a statutory declaration. The SWRB’s Registration Committee considers declarations and information disclosed by the Garda Vetting Unit regarding applicants’ fitness and probity. Although the committee does not make decisions on individual applicants, it can recommend actions to be taken by the Board, such as requesting clarification and/or further information, prior to making a recommendation in relation to granting or refusing registration. Since the register opened, questions regarding fitness and probity arose in just under 6% of applications.

Existing practitioners

In preparation for the opening of the register in May 2011, the Board developed policy and processes to implement the provisions for the transition period known as “grandparenting”. Anyone applying under the grandparenting provision must have been engaged in the practice of the profession during the five years prior to the opening of the register in May 2011. Applicants have to provide the registration board with a statement of their practice, confirmed by their employer, which demonstrates they have been engaged in the practice of the profession. Grandparenting also provides a mechanism for existing practitioners who do not hold an approved qualification to be registered if they complete an assessment of professional competence successfully. Approximately 2,500 social workers are expected to apply for registration through the existing practitioner route by May 2013, when the grandparenting period closes.

Language competence

Applicants who are in practice in Ireland must satisfy the SWRB that they have sufficient competence in a language necessary to practise as a social worker in the State. If an applicant's first language is not English, he or she must provide evidence of appropriate language competence through furnishing one of the following:

- a copy of a qualification acquired in the English language
- a copy of a qualification attesting knowledge in the English language
- evidence of previous professional experience in Ireland.

If they cannot provide any of these, they may be required to take a test of English language proficiency using the International English Language Testing System (IELTS) or the Test of English as a Foreign Language (ToEFL), both widely-used international English language testing systems. The baseline criteria set for social workers are a minimum score of 7.0 (with no element below 6.5) in the IELTS and a minimum score of 100/120 in the Internet-based ToEFL.

Code of Professional Conduct and Ethics

Based on the Framework for a Common Code of Professional Conduct and Ethics approved by Council, the Code of Professional Conduct and Ethics for Social Workers sets out the behaviour and standards of performance expected of registrants in areas such as respecting the rights and dignity of service users, demonstrating professional accountability, acting in the best interests of service users and keeping accurate records. The bye-law for the Code of Professional Conduct and Ethics for Social Workers became operative in March 2011. Applicants for registration must sign a declaration that they have read and understood the profession-specific Code and agree to be bound by it. Failure by a practitioner to abide by the Code may result in a fitness to practise hearing.

2.3.2 Competent Authority for recognition of qualifications gained outside the State

In March 2011, the SWRB became the Competent Authority for social work in the Republic of Ireland under EU Directive 2005/36/EC, replacing the NSWQB in that role. Before applying for registration, holders of qualifications obtained outside the Republic of Ireland must apply to the SWRB for recognition of their qualifications, which are assessed against the standards of proficiency required for qualifications gained in the State. The Board's Non-National Qualifications Committee makes recommendations on the recognition or refusal of individual applications or, if a shortfall is detected, on compensatory measures to be undertaken by the applicant.

Up to the end of 2011, the SWRB recognised the qualifications of 31 applicants with qualifications gained outside the State, refused two and recommended compensatory measures (period of adaptation or aptitude test) for ten.

Summary of qualifications gained outside the State assessed in 2011

Status	Total
Applied	44
Processed	44
Recognised	31
Compensation measure advised	10
Not recommended	2
Pending	1

The Board also recognised the qualifications of five applicants who had completed compensation measures required by the NSWQB when it was Ireland's Competent Authority. Holders of recognised qualifications must apply for registration and meet all the other registration requirements before they can use the title "social worker".

2.3.3 Education

One of the first tasks facing the newly-formed Board was to plan for the change-over from a system of the awarding and accreditation of qualifications for professional social workers to a system of statutory registration of social workers and the related approval, monitoring and recognition of their qualifications. Inherent in this transition was the dissolution, under the Act, of the National Social Work Qualifications Board (NSWQB). Close co-operation between the SWRB and the NSWQB enabled a seamless transition. The Minister dissolved the NSWQB at the end of March 2011.

The issue of approval and monitoring of social work education and training programmes occupied the SWRB in 2011. There was extensive consultation with stakeholders and much work was done on setting the criteria and standards of proficiency for social work programmes. Council frameworks were tailored to reflect the needs of the social work profession. All providers of education and training programmes must submit a declaration every two years that they meet the criteria and standards of proficiency, and once every five years the SWRB will carry out a full review of the programme, including a site visit. In 2011, the Board developed a series of mapping documents and guidance for education providers on the approval and monitoring process.

Establishment of a panel of assessors

The Council approved the appointment of a panel of assessors to assist the SWRB in relation to:

- assessments of professional competence
- period of adaptation reports
- aptitude tests and approval
- monitoring of education and training programmes.

Invitations were issued requesting expressions of interest from practitioners and educators to participate on the panel of assessors. The Board intends to expand the panel in 2012 to include members of the public, service users and employers.

2.3.4 Communications

The chairpersons of Council and the SWRB, accompanied by CORU's CEO, held their first official meeting with the Irish Association of Social Workers (IASW) in October. CORU's executive also met with the IASW and other groups of social workers, such as local authority social workers and those working with deaf people, to inform them of what is required for registration and to liaise with them on issues of mutual interest.

In December, the Council and Board chairpersons and the CEO of CORU met the chairperson, CEO and Director for Registration of the Northern Ireland Social Care Council (NISCC) in order to discuss the potential for the development of a memorandum of understanding between the bodies. Joint work by these bodies should assist in creating consistent standards across both jurisdictions.

2.4 Board meetings and committees 2011

A heavy workload and short timeframes necessitated frequent Board meetings and considerable activity between meetings in 2011. The SWRB established three advisory committees: the Social Work Registration Committee, the Education Steering Committee and the Non-National Qualifications Committee, whose crucial and invaluable work aided the Board's decision-making.

The SWRB met 11 times in 2011. Dates and attendance at SWRB meetings appear in Appendix 3. Dates and attendance at committee meetings appear below.

Key to meeting attendance: √: attended X: apologies or absent N: not on committee

Social Work Registration Committee

Name	21 Apr	19 Jul	16 Aug	13 Sept	12 Oct	23 Nov
Val Collier	√	X	√	√	√	√
Pat Dunne	X	X	X	X	√	X
Ursula Fernée	√	X	X	√	√	X
Mary Hargaden	√	√	X	√	√	√
Ned Kelly	√	√	√	√	√	√
Valentine O'Kelly	X	√	√	√	√	√
Cormac Quinlan	X	X	√	√	√	√

Education Steering Committee

Name	7 Feb	21 Mar
Damien Courtney	√	√
Chris Curtin	X	X
Ursula Fernée	√	√
Fiona Geraghty	X	√
Suzanne Quin	√	√
Cormac Quinlan	√	√

Non National Qualifications Committee

Name	29 Mar	11 May	20 Jul	13 Sept	23 Nov
Chris Curtin	X	X	X	N	N
Monica Egan	N	N	N	√	√
Denis Gallagher	√	√	√	√	√
Fiona Geraghty	√	√	√	X	X
Margaret Groarke	X	√	√	√	√
Carmel Halton	√	√	√	√	√
Suzanne Quin	√	√	X	√	X
Ruth Torode	√	√	√	√	√

3. Appendices

Appendix 1

Health and Social Care Professionals Council membership and attendance at meetings in 2011

The Health and Social Care Professionals Council

On 31 December 2011, the membership of the Health and Social Care Professionals Council comprised:

Chairperson:

- Tom Jordan

One person who “is representative of the management of the public health sector, the public social care sector or both sectors”:

- Jackie Reed

One person who “is representative of the management of a voluntary or private sector organisation concerned with health or social care”:

- Pat Quinlan

One person who “is representative of third level educational establishments involved in the education and training of persons with respect to the practice of the designated professions and is nominated by the Minister for Education and Science”:

- Ann Taylor

Six people who are “representative of the interest of the general public”, appointed “with the consent of the Minister for Enterprise, Trade and Employment”:

- Sharon Foley
- Martin Higgins
- Julie Ling
- Stephen McMahon
- Kristin Quinn

There is one vacant position.

Three people who have “qualifications, interests and experience” which the Minister for Health and Children considers to “be of value to Council in performing its functions”:

- Jenny Bulbulia
- Dorothy Donovan
- Muiris FitzGerald

One member from each of the 12 professions to be regulated:

Awaiting changes in the legislation, six nominees with observer status attended Council meetings until their term expired in March 2011. These were:

- Odhrán Allen (occupational therapists)
- Libby Delap (orthoptists)
- Jill Long (physiotherapists)
- Maeve Murphy (speech and language therapists)
- John O’Mullane (clinical biochemists).
- David Power (social care workers)

In November 2011, 12 observers were nominated, and these professional representatives will achieve full membership status on amendment of the Act. These are:

- Odhrán Allen (occupational therapists)
- Richard Booth (psychologists)
- Marie Culliton (medical scientists).
- Monica Egan (social workers)
- Tony McAleer (orthoptists)
- Caroline McIntosh (podiatrists)
- Halóg Mellet (dietitians)
- Michele Monaghan (radiographers)
- John O’Mullane (clinical biochemists)
- Maeve Murphy (speech and language therapists)
- David Power (social care workers)
- Emma Stokes (physiotherapists)

Attendance at Council meetings in 2011

Name	16 Mar	5 May	23 May	14 Jul	15 Sept	20 Oct	8 Dec
Odhrán Allen	√**	N	N	N	N	N	X**
Jacqui Barry O’Crowley	√	N	N	N	N	N	N
Jenny Bulbulia***	N	N	N	N	N	N	X
Fionnuala Cook	√	N	N	N	N	N	N
Tony Darmody	√	N	N	N	N	N	N
Libby Delap	√**	N	N	N	N	N	N
Dorothy Donovan	√	√	√	X	√	X	√
Margaret Doyle	√	N	N	N	N	N	N
Monica Egan	√	N	N	N	N	N	X**
Bernie Eustace	√	N	N	N	N	N	N
Muiris FitzGerald****	N	N	N	N	N	N	√
Mitchel Fleming	X	N	N	N	N	N	N
Sharon Foley	√	√	X	√	X	√	√
Patricia Godwin	√	N	N	N	N	N	N
Martin Higgins***	N	N	N	N	N	N	X
Tom Jordan*	√	√	√	√	√	√	√
Julie Ling	√	√T	X	X	√	√	√
Jill Long	√**	N	N	N	N	N	N
Mark McEntee	X	N	N	N	N	N	N
Stephen McMahon	√	√	√	√	√	√	√
Maeve Murphy	√**	N	N	N	N	N	X**
Patricia O’Connor	X	N	N	N	N	N	N
John O’Mullane	X**	N	N	N	N	N	X**
David Power	√**	N	N	N	N	N	X**
Pat Quinlan***	√	N	N	N	N	N	X
Kristin Quinn***	N	N	N	N	N	N	X
Jackie Reed	√	√T	√T	X	√	√	√
Michael Ronayne	X	N	N	N	N	N	N
Ann Taylor	√	X	X	X	√	X	√

Key:

√ : attended

√T : via Teleconference

X : apologies or absent

N : not on Council on this date

* : chairperson

** : observer status

***: appointed to Council on 25 Nov 2011.

Appendix 2

Object and duties of the Council

According to the Act, “the object of Council is to protect the public by fostering high standards of professional conduct and professional education, training and competence among registrants of the designated professions”.

Duties of the Council

The Council's functions, as set out in the Act, are to:

- oversee and co-ordinate the activities of registration boards
- provide administrative support and secretarial assistance to registration boards and their committees
- receive applications and make decisions about registration concerning the refusal of registration boards to grant or restore registration
- enforce standards of practice for registrants of the designated professions, including the codes of professional conduct and ethics adopted by their registration boards
- establish committees of inquiry into complaints, inquiries and discipline, as outlined in Part 6 of the Act, against registrants of the designated professions
- make decisions and give directions under Part 6 relating to the imposition of disciplinary sanctions on registrants of the designated professions
- advise the Minister, either on its own initiative or at the Minister's request, on all matters relating to the Council's functions under the Act
- encourage registration boards to collaborate with each other, where practicable, including in the professional education and training of registrants
- issue assessment guidelines for the purposes of section 91 (pertaining to initial registration of existing professions within the designated professions for the opening of the registers and during the transitional period)
- perform any function that may be assigned by the Minister to the Council and that relates to:
 - the registrants of any designated profession, their education and training and the practice of the profession
 - the implementation of any directive or regulation of the Council of the European Union concerning the practice of, and person engaged in, health care or social care.

The Council “has power to do anything that appears to it to be requisite, advantageous or incidental to, or to facilitate, the performance of its functions under the Act”.

Appendix 3

Social Workers Registration Board membership and attendance at meetings in 2011

On 31 December 2011, the membership of the Social Workers Registration Board comprised:

Six persons who are registrants of the profession of whom:

- three are engaged in the practice of the profession:
 - Monica Egan
 - Fiona Geraghty
 - Cormac Quinlan
- two are engaged, as members of that profession, in the management of services provided by it:
 - Ursula Fernée
 - Mary Hargaden
- one is “engaged in the State in the education and training of persons with respect to the practice of the profession”:
 - Suzanne Quin (chairperson)

Seven persons appointed by the Minister, of whom:

- one is to be representative of the management of the public health sector, the social care sector or both:
 - Pat Dunne
- one is to be representative of the management of a voluntary or private sector organisation concerned with health or social care:
 - Val Collier
- one is to be “representative of third level educational establishments in the State involved in the education and training of persons with respect to the practice of the profession”, and is nominated by the Minister for Education and Skills:
 - Chris Curtin
- four are to be “representative of the interest of the general public” and are appointed with the consent of the Minister for Jobs, Enterprise and Innovation:
 - Damien Courtney
 - Denis Gallagher
 - Ned Kelly
 - Valentine O’Kelly.

Attendance at SWRB meetings in 2011

Name	13 Jan	3 Feb	9 Mar	29 Mar	18 May	29 Jun	27 Jul	31 Aug	28 Sep	26 Oct	7 Dec
Val Collier	√	√	√	√	√	X	√	√	√	√	√
Damien Courtney	√	√	√	X	√	√	√	√	X	√	√
Chris Curtin	X	√	X	X	X	√	X	√	X	√	X
Pat Dunne	√	X	√	X	√	√	X	X	X	X	X
Monica Egan	X	X	√	√	X	√	√	√	X	√	√
Ursula Fernée	√	√	√	√	X	X	X	√	X	√	√
Denis Gallagher	X	√	√	√	√	√	√	X	√	X	√
Fiona Geraghty	√	X	X	√	√	X	√	X	√	√	X
Mary Hargaden	√	√	√	X	√	√	√	√	X	√	X
Ned Kelly	√	√	X	√	√	√	√	√	√	√	√
Valentine O'Kelly	√	√	√	X	√	√	X	√	√	√	√
Suzanne Quin*	√	√	√	√	√	√	√	√	√	√	√
Cormac Quinlan	√	X	√	√	X	√	√	√	√	√	√

Key:

*: chairperson

√ : attended

X : apologies or absent

Appendix 4

Object and duties of registration boards

The object of the registration board of a designated profession is “to protect the public by fostering high standards of professional conduct and professional education, training and competence among registrants of that profession”.

Duties of a registration board

A registration board’s functions, as set out in the Act, are to:

- establish and maintain a register of members of the designated profession
- issue certificates of registration
- give guidance to registrants concerning ethical conduct and give guidance and support to them concerning the practice of the designated profession and continuing professional development
- monitor, in accordance with the Act, the continuing suitability of programmes approved by the board for the education and training of applicants for registration
- make recommendations concerning sanctions to be imposed on registrants of the designated profession.

With the approval of the Council a registration board may:

- engage in research into education and training relating to the practice of the designated profession, including the formulation of experimental curricula and the evaluation of existing programmes and examination and assessment procedures
- maintain statistical records and make those records available for research and planning.

4. Financial Statements For the Year Ended 31 December 2011

Section	Page No.
Report of the Comptroller and Auditor General	34
Statement on the System of Internal Financial Control	36
Statement of the Council's Responsibilities	38
Statement of Accounting Policies	39
Income & Expenditure Account	40
Balance Sheet	41
Notes to the Financial Statements	42

Report of the Comptroller and Auditor General

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 2011 under the Health and Social Care Professionals Act 2005. The financial statements, which have been prepared under the accounting policies set out therein, comprise the Statement of Accounting Policies, the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and 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 of the state of the Health and Social Care Professionals Council's affairs and of its income and expenditure, and for ensuring the regularity of transactions.

Responsibilities of the Comptroller and Auditor General

My responsibility is to audit the financial statements and 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 all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

Opinion on the Financial Statements

In compliance with the directions of the Minister for Health, the Council recognises the costs of superannuation entitlements only as they become payable. This basis of accounting does not comply with Financial Reporting Standard 17 which requires such costs to be recognised in the year the entitlements are earned.

Except for non-recognition of the Council's superannuation costs and liabilities in accordance with Financial Reporting Standard 17, in my opinion, the financial statements, which have been properly prepared in accordance with Generally Accepted Accounting Practice in Ireland, give a true and fair view of the state of the Council's affairs at 31 December 2011 and of its income and expenditure for the year then ended.

In my opinion, proper books of account have been kept by the Authority. The financial statements are in agreement with the books of account.

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
- my audit noted any material instance where moneys have 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 Annual Report for the year for which the financial statements are prepared is not consistent with the financial statements, 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
- I find 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.



Andrew Harkness

For and on behalf of the Comptroller and Auditor General

31 May 2012

Statement on the System of Internal Financial Control

1. On behalf of the members of the Council of the Health and Social Care Professionals 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” 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:

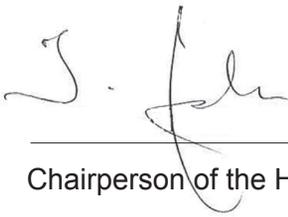
- A comprehensive budgeting system with an annual budget, which is reviewed and approved by the members of the Council.
- Setting authorisation limits for the disbursement of the Council's funds.
- Regular review by the members of the Council of periodic and annual financial information and reports (including management accounts), which indicate financial performance against budgets.

The Audit Risk and Governance Committee was established in 2009. As members of the Finance and Resources Committee term of office expired in 2011, the Council appointed a Finance & Remuneration Committee to review and monitor the annual budget and annual financial reports

The Council's monitoring and review of the effectiveness of the system of internal financial control is informed by the work of an external firm of accountants, the executive of the Council which has responsibility for the development and maintenance of the financial controls framework, and comments made by the Comptroller and Auditor General in his report, as applicable.

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 2011.



Chairperson of the HSCPC

15 May 2012

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.

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 Health and Social Care Professionals Act 2005, 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 Health and Social Care Professionals Act 2005. 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.



Chairperson



CEO

15 May 2012

Statement of Accounting Policies

General

The Health and Social Care Professionals Council was established on 20 March 2007 under the Health and Social Care Professionals Act 2005 to regulate designated health and social care professions. The Act also provides for the dissolution of the National Social Work Qualifications Board and the transfer of its staff, assets and liabilities. The NSWQB was dissolved on 31st March 2011.

1. Basis of Accounting

The financial statements are prepared under the accruals method of accounting, except as indicated below, in accordance with generally accepted accounting principles under the historical cost convention. Financial Reporting Standards recommended by the accountancy bodies are adopted as they become operative. The unit of currency is the Euro.

2. Oireachtas Grant

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

3. 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%

4. Capital Account

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

5. Superannuation

Section 13 of the Health and Social Care Professionals Act 2005 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 and Children with the consent of the Minister for Finance.

CORU / The Health and Social Care Professionals Council

Income and Expenditure Account for the Year Ended 31 December 2011

	Notes	Year ended 2011 €	Year ended 2010 €
Income			
Oireachtas Grant	1	1,211,932	719,117
Registration Fees		39,510	-
Miscellaneous Income		345	-
Secondment Income	2	81,336	-
Employee Superannuation Deductions		29,050	12,435
		<u>1,362,173</u>	<u>731,552</u>
Transfer from / (to) Capital Account	11	(39,488)	2,186
		<u>1,322,685</u>	<u>733,738</u>
Expenditure			
Salaries	6	711,490	372,199
Travel		12,762	6,240
Establishment Costs	3	63,465	68,523
Office Administration	4	309,879	183,298
Office Supplies		7,140	4,427
Printing & Publications		22,104	8,989
Legal & Professional Fees	7	127,234	93,948
Education/CPD		5,842	-
Audit Fees		9,945	3,290
Accountancy Fees		63,659	24,482
Agency Establishment		-	5,229
Pension Services		-	4,555
Payroll Services		4,300	1,500
Depreciation		12,835	11,202
		<u>1,350,655</u>	<u>787,882</u>
(Deficit) / Surplus for the year		(27,970)	(54,144)
Surplus transferred from NSWQB	5	60,066	-
Pension Transfer	12	-	31,968
Surplus at beginning of year		15,927	38,103
Surplus at end of year		<u><u>48,023</u></u>	<u><u>15,927</u></u>

All losses and gains are recognised in the Income and Expenditure account.

The Statement of Accounting Policies and Notes 1 to 16 form part of these Financial Statements.



Chairperson



CEO

15 May 2012

CORU / The Health and Social Care Professionals Council
Balance Sheet as at 31 December 2011

	Notes	2011 €	2010 €
Fixed Assets	8	66,359	11,615
Current Assets			
Cash at Bank		108,028	31,379
Debtors and Prepayments	9	28,213	6,509
		<u>136,241</u>	<u>37,888</u>
Creditors (Amounts falling due within one year)			
Creditors and Accruals	10	88,218	21,961
Net Current Assets		<u>48,023</u>	<u>15,927</u>
Total Assets		<u>114,382</u>	<u>27,542</u>
Represented by:			
Capital Account	11	66,359	11,615
Income and Expenditure Account		48,023	15,927
		<u>114,382</u>	<u>27,542</u>

The Statement of Accounting Policies and Notes 1 to 16 form part of these Financial Statements.



Chairperson



CEO

15 May 2012

	2011 €	2010 €
1. Oireachtas Grant		
Department of Health & Children	1,211,932	719,117
	<u>1,211,932</u>	<u>719,117</u>

Grant Income in 2011 was drawn down directly by the Council from the Department of Health and Children. Capital Grants of €52,249 (2010:€6,093) is included in the above figures.

2. Secondment Income

Health Information Quality Authority (HIQA)	81,336	-
	<u>81,336</u>	<u>-</u>

This income relates to 2 members of the National Social Work Qualifications Board staff who were permanently redeployed through secondment arrangement to HIQA on the dissolution of the NSWQB on the 31st March 2011. This secondment arrangement remains in place until amending legislation is put in place that will enable HIQA appoint the staff members on a permanent basis. Their salary costs are recharged to HIQA on a monthly basis.

	2011 €	2010 €
3. Establishment Costs		
Rent, Rates & Service Charges	10,785	68,523
Repairs & Maintenance	10,824	-
Light & Heat	11,278	-
Cleaning	8,369	-
Insurance	6,053	-
Security	3,973	-
Relocation Costs	12,183	-
	<u>63,465</u>	<u>68,523</u>

In March 2011, Council moved into new office accommodation in Sandyford leased by HIQA. Essential repairs and maintenance were necessary as the building had been unoccupied for three years. Rent, rates and service charges were paid to for January/February 2011 in respect of office space shared by the NSWQB & HSCPC in Baggot Street.

CORU / The Health and Social Care Professionals Council
Notes to the Financial Statements for the Year Ended 31 December 2011

4. Office Administration	2011	2010
	€	€
Telephone	11,554	7,279
IT Development	5,642	18,055
IT Hardware / Software	2,772	21,985
IT Support	11,613	7,637
Stationery & Office Expenses	26,396	15,590
Recruitment Charges & Agency Staff	175,440	65,192
Staff Training & Conferences	25,137	14,102
Chairpersons Fees	8,978	8,857
Chairpersons Training	2,550	-
Chairpersons Expenses	604	533
Council Meetings - Room Hire & Refreshments	2,265	5,627
Council Meetings - Travel & Subsistence	3,358	9,093
Sub-committee expenses	-	2,009
Registration Board Meetings - Room Hire & Refreshments	3,931	2,161
Registration Board Meetings - Travel & Subsistence	23,397	1,704
Subscriptions	5,278	2,971
Bank Charges	964	503
	309,879	183,298

5. Dissolution of National Social Work Qualifications Board (NSWQB)

Pursuant to the provisions of The Health and Social Care Professionals Council Act 2005, the National Social Work Qualifications Board was dissolved on the 31st March, 2011 and all Staff, Assets and Liabilities at that date transferred to the HSCPC.

Fixed Assets	15,256
Bank and Cash	68,751
Debtors and Prepayments	5,552
Creditors	(14,237)
Net Assets Transferred	75,322
Represented by:	
Surplus Income over Expenditure	60,066
Capital Reserves	15,256
	75,322

	2011	2010
	€	€
6. Salaries		
Salaries	560,694	372,199
Pension Costs	150,796	-
	<u>711,490</u>	<u>372,199</u>

The total number of WTE employed by the Council at the end of the year was 10 in addition to the CEO(2010 - 4). A total of 6 staff transferred from the National Social Work Qualifications Board on the 1st of April 2011. The charge also includes the costs relating to the 2 staff who were redeployed to HIQA on dissolution of the NSWQB who are not included in WTE.

Beaumont Hospital recharge the Council for the CEO's salary costs. The total amount reimbursed to Beaumont Hospital in respect of the CEO's salary in 2011 was €105,630 (2010-€105,207), pension €21,055 (2010-€21,055) and an administration charge of €750 (2010-€750). 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.

The CEO had vouched expenses in respect of Travel & Subsistence totalling €4,608 in 2011 and included €1,923 in respect of foreign travel (€1,567 in 2010).

€24,089 (2010: €14,320) of pension levy has been deducted from salaries and was paid over to the Department of Health.

	2011	2010
	€	€
The Chairperson of the Board received the following fees		
Tom Jordan	8,978	6,878
Margaret Hayes (Term of office ended March 2010)	-	1,979
	<u>8,978</u>	<u>8,857</u>

	2011	2010
	€	€
7. Legal & Professional Fees		
Legal Fees	30,624	20,254
Procurement	7,340	12,871
Establish Registration Process	25,637	23,145
Communications	23,255	4,937
Consultants - Fee Structure Review	25,713	-
Consultants - Organisation Development	6,058	31,201
Consultants - HR	8,607	1,540
	<u>127,234</u>	<u>93,948</u>

CORU / The Health and Social Care Professionals Council
Notes to the Financial Statements for the Year Ended 31 December 2011

8. Fixed Assets	Fixtures and Fittings €	IT/Office Equipment €	Total €
Cost			
Cost at 1 January 2011	8,523	28,862	37,385
Additions in year	8,558	44,327	52,885
Transferred from NSWQB	9,886	42,478	52,364
Disposals in year	-	(1,022)	(1,022)
	26,967	114,645	141,612
Depreciation:			
Accumulated Depreciation at 1 January 2011	3,942	21,828	25,770
Depreciation in year	3,188	9,647	12,835
Transferred from NSWQB	4,774	32,334	37,108
Disposals in year	-	(460)	(460)
Accumulated Depreciation at 31 December 2011	11,904	63,349	75,253
Net book value at 31 December 2011	15,063	51,296	66,359
Net book value at 31 December 2010	4,581	7,034	11,615

9. Debtors & Prepayments	2011 €	2010 €
Other Debtors	9,037	-
Prepayments	19,176	6,509
	28,213	6,509

All debtor balances are deemed recoverable within one year.

10. Creditors (amounts falling due within one year)	2011 €	2010 €
Payroll Accrual	-	1,221
Other Accruals	88,218	20,740
	88,218	21,961

CORU / The Health and Social Care Professionals Council
Notes to the Financial Statements for the Year Ended 31 December 2011

	2011	2010
	€	€
11. Capital Account		
Balance at 1st January	11,615	13,801
Balance transferred from NSWQB	15,256	-
Transfer to Income & Expenditure account:		
Funding to acquire fixed assets	52,885	9,016
Less: Amount released on disposal of assets	(562)	-
Less: Amortisation in line with depreciation	(12,835)	(11,202)
	<u>39,488</u>	<u>(2,186)</u>
Balance at 31st December	<u>66,359</u>	<u>11,615</u>

12. Pension Transfer

In 2010 in line with directions received from the Department a transfer to the Income and Expenditure arose in respect of the write back of employee and employer pension contributions which had been held pending transfer to the Department.

13. Council Members - Disclosure of Interests

The 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.

14. Office Accommodation

The Council occupied premises at Baggot Street, Dublin 2, which it sublet from the National Social Work Qualification Board(NSWQB) until March 2011. The Council paid a contribution to the NSWQB in respect of rent & services for these premises for the 1st 2 months of 2011 of €9,824 (2010-€54,535). From September 2010 until April 9,2011, the Council occupied additional office accommodation in serviced offices in Ely Place, Dublin 2 by way of licence agreement. The rental charge for January/February2011 was €4,710 (2010- €13,988). From March 2011, the Council occupies premises in Beacon Court, Sandyford, Dublin 18, which it has licenced from the Health Information and Quality Authority(HIQA) until 2016.

15. Capital Commitments

CORU has commitments in respect of an ICT expenditure project that relates to the creation of a HSCPS Registration System. The project and expenditure is spread over a 5 year phase. At the balance sheet date, CORU had outstanding commitments for future payments on the project, which is estimated to be €252,948.

16. Approval of Financial Statements

The Financial Statements were approved by the Council on 15.05.2012.

Notes

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



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Dublin

Published by the Stationery Office

To be purchased directly from the

Government Publications Office, Sun Alliance House, Molesworth Street, Dublin 2

or by mail order from

Government Publications, Postal Trade Section, Unit 20 Lakeside Retail Park, Claremorris, Co. Mayo

(Tel: 01 – 6476834/37 or 1890 213434; Fax: 01 – 6476843 or 094 - 9378964)

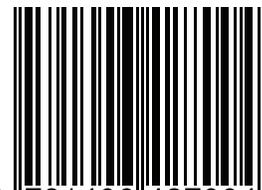
or through any bookseller.

CORU, 13-15 The Mall, Beacon Court, Bracken Road, Sandyford, Dublin 18.

T: 01 2933160 F: 01 2933170 E: info@coru.ie

www.coru.ie

ISBN 978-1-4064-2700-4



9 781406 427004