



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Annual Report and Financial Statements 2014

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

Contents

1. About CORU.....	3
2. Chairperson's Statement.....	7
3. Foreword by the Chief Executive Officer.....	9
4. Council Annual Report.....	11
5. Council Meetings and Committees.....	18
6. Registration Boards Annual Reports.....	28
6.1 Social Workers Registration Board.....	29
6.2 Radiographers Registration Board.....	35
6.3 Dietitians Registration Board.....	43
6.4 Occupational Therapists Registration Board.....	49
6.5 Speech and Language Therapists Registration Board.....	55
6.6 Physiotherapists Registration Board.....	61
6.7 Interim Optical Registration Board.....	67
7. Financial Statements 2014.....	73

Abbreviations and Definitions

Act	Health and Social Care Professionals Act 2005 (as amended)
Board	Registration Board
CEO	Chief Executive Officer
Committee	Advisory committee of Council/Board, Chaired by a member of Council/Board, which makes recommendations for decision by Council/Board
CORU	Collective Brand name for the Health and Social Care Professionals Council and the 12 Registration Boards to be established under the Health and Social Care Professionals Act 2005 (as amended)
Council	Health and Social Care Professionals Council
DRB	Dietitians Registration Board
IORB	Interim Optical Registration Board
Minister	Minister for Health
OTRB	Occupational Therapists Registration Board
PRB	Physiotherapists Registration Board
Registration Board	An individual Registration Board for one of the professions covered by the Act
Registrar	The Registrar of the Registration Boards
RRB	Radiographers Registration Board
SLTRB	Speech & Language Therapist Registration Board
SWRB	Social Workers Registration Board

About CORU

CORU is Ireland's multi-profession health and social care regulator. Working in the public interest, our role is to protect the public by promoting high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

CORU is the brand name and logo under which the Health and Social Care Professionals Council and the Registration Boards for the professions collectively operate.

CORU is responsible for the regulation, under the 2005 Act (as amended), of the 12 listed health and social care professions, which between them have an estimated 20,000 members. Additional professions may be added by the Minister in the future. For the first time, these listed professions will now be regulated on a statutory basis. They are:

Clinical Biochemists	Podiatrists	Social Care Workers
Dietitians	Physiotherapists	Social Workers
Medical Scientists	Psychologists	Speech and Language Therapists
Occupational Therapists	Radiographers	
Orthoptists	Radiation Therapists	

Each profession has its own Registration Board which is responsible for the registration of members of their respective profession.

To date the Minister has established the Social Workers Registration Board, the Radiographers Registration Board, the Dietitians Registration Board, the Speech & Language Therapists Registration Board, the Occupational Therapists Registration Board and the Physiotherapists Registration Board. The Interim Optical Registration Board was appointed this year to support the Minister's intention to subsume the Opticians Board into CORU, transferring the regulation of dispensing opticians and optometrists. The Department have also advertised for members to the Social Care Workers registration board and they are expected to be appointed in 2015. The remaining boards will be established on a phased basis.

Our Mission

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

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

Our Vision

"Public confidence and protection is secured by CORU's promotion of high standards through fair and effective regulation of Health and Social Care professionals."

Our Values



CORU seeks to reflect a set of values that underpin and support the way we work and interact with all our stakeholders. The following values are central to the fulfilment of our mission and vision:

All our decisions, actions and priorities are based on our single focus, to enhance **public safety**.

We demonstrate **leadership** within our sector through a positive, quality and evidence-based approach to our work.

We are committed to **accountability and transparency** in all our processes; decisions, professional conduct, communications and dealings with our stakeholders.

We show **respect and fairness** in our interactions with the public, professionals and all our stakeholders.

We demonstrate **effectiveness and excellence** as an organisation in terms of value for money, efficiency of operations and governance.

We will demonstrate **independence and integrity** in all our dealings with our stakeholders.

Role of the Health and Social Care Professionals Council

The Health and Social Care Professionals Council is a statutory body established by Government to protect the public by promoting the highest standards of professional conduct among the designated health and social care professions.

The Council:

- Oversees and co-ordinates the work of the Registration Boards.
- Enforces standards of practice for registered professionals including codes of professional conduct and ethics.
- Operates Fitness to Practise.
- Makes decisions and give directions relating to disciplinary sanctions on registrants.
- Is responsible for allocating resources in an efficient and effective way.

Council has 25 members - one nominated from each regulated profession and 13 lay members. The lay members are drawn from the education sector, patient advocacy groups, the voluntary sector and representatives of public and private sector organisations who are concerned with health and social care. The Chairperson is part of the lay majority. All Council and Registration Board Members are voluntary and not in receipt of any Board fees. The Chairman of the Council is in receipt of a designated fee which he has, in keeping with the other member's ethos, donated to charity.

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

- Audit, risk and governance
- Registration
- Education
- Fitness to practise

Role of the Registration Boards

Each profession has its own Registration Board which is responsible for the registration of members of their respective profession.

The separation of functions between Council and the Registration Boards has the benefit of ensuring that each profession to be regulated will have a dedicated body that focuses solely on that professions registration and educational standards thus ensuring input from specific professional expertise.

Each Registration Board is responsible for:

- Establishing and maintaining the Register of members of that profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes relevant for entry to the Register
- Setting the code of professional conduct and ethics
- Setting the requirements for continuing professional development
- With Council approval, establishing bye-laws in respect of their registration and education functions.

Each of the Boards will consist of 13 voluntary members, seven are lay members of the Board, (which means they are not members of the professions being regulated); with one each coming from the education sector, public employers and private/voluntary agencies; as well as six members from the respective professions representing educators, managers and providers of services.

When all listed 12 Registration Boards are established for the professions, there will be a total of 156 Board members. Each Board is required to meet at least four times per year, but typically meet 10 times a year, to ensure the progression of the registration of its profession.

Chairperson's Statement



This was another busy and productive year for the Health and Social Care Professionals Council (CORU), as we advanced the regulatory model for health and social care professionals in Ireland.

31 December 2014 was a landmark day for public safety in Ireland's health and social care system. On that day legislation was enacted which gave CORU its statutory powers to undertake Fitness to Practise. I wish to acknowledge and thank those who worked with us to achieve this milestone particularly the Department of Health officials and the team at CORU.

Further significant developments during the year included:

- The opening of the registers for Dietitians and for Speech and Language Therapists in October 2014. This was a further positive step in the regulation of health and social care professionals in Ireland.
- The appointment of the Physiotherapists Registration Board by the Minister for Health in May 2014.
- The appointment of the Interim Optical Registration Board by the Minister for Health in April 2014 saw the commencement of the preparatory work for the transition of the Opticians Board into CORU in October 2015. The establishment of the Optical Registration Board in early 2015 will continue this work.

I would like to express my thanks to each Council Member, the Chairs and Committee Members of Audit Risk and Governance, Finance and Resources, Registration, Education and Fitness to Practise.

I also wish to thank the Chairs and Members of the seven Registration Boards - Social Workers, Radiographers, Dietitians, Occupational Therapists, Speech & Language Therapists, Physiotherapists and Interim Optical Registration Boards.

I would also like to thank Chief Executive Ginny Hanrahan, her management team Mary Griffin, Sinead Boyle and Aoife Sweeney and the staff at CORU for their work in supporting the Council and the Registration Boards.

I would like to express my thanks to the Minister for Health, Leo Varadkar and the Officials Deirdre Walsh and Kieran Duffy at his Department for their continued support of our work in CORU.

CORU continues to meet the aims set out in our Statement of Strategy 2013 – 2016 which provides the framework for robust and effective regulation.

I am confident that CORU will continue to make a significant contribution to public safety in the years ahead whilst maintaining the highest standards of corporate governance in the way it operates.

A handwritten signature in black ink, appearing to read 'T. Jordan'.

Tom Jordan
Chairperson
Health and Social Care Professionals Council

Foreword by the Chief Executive Officer



CORU was established in response to the increasing complexity and the increasing demands within our modern health and social care services. As the concept of care evolved and health regimes become ever more complex, it was clear that a regulated, controlled and safe environment was necessary to ensure the safety of the public, while also supporting the professionals who deliver and provide high quality care and services.

I am pleased to report that in this, the second year of the Statement of Strategy 2013-2016, CORU has continued to make significant steps towards delivering on these objectives. Two new Registers were opened, bringing to four the number of professions now registering with CORU – Social Workers, Radiographers/Radiation Therapists, Speech and Language Therapists and Dietitians. The Minister for Health appointed the Physiotherapists Registration Board who have commenced preparing for registration of physiotherapists. The Minister also established the Interim Optical Registration Board and their work has commenced in advance of the transfer of the Opticians Boards registers for optometrists and dispensing opticians to CORU.

Most significantly CORU's powers to examine complaints from members of the public about the professional conduct of a health and social care professional were enacted this year with the opening of Fitness to Practise on the 31 December 2014.

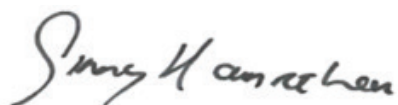
All of this progress has of course been achieved with the support, energy and drive of our voluntary Council and Board members, who bring insight, expertise, independence and clarity to many of the issues and challenges we face in building Ireland's first multi profession regulatory model.

A priority of CORU in 2015 will be to continue to ensure that as the Regulator with a legislative mandate to protect the public, that CORU has sufficient resources to support the registration boards and board members in their work, while recognising the need to deliver efficiency and value for money to all our stakeholders.

Our staff complement, while it increased in 2014, has not yet reached the planned levels for our current level of activity. We have greatly streamlined work processes, particularly through smart use of information technology, outsourcing and/or shared services, where practicable. I would like to thank all staff for their continued effort, engagement, innovation and commitment. CORU co-ordinated over 93 statutory meetings in 2014, accepted many stakeholder invitations to participate in conferences and seminars and published seven public consultations as we prepared the necessary bye-laws for our Registration Boards.

Progress on CORU's objectives has been assisted by our close working relationships with the Department of Health, in particular the Professional Regulation Unit, our stakeholders across the nominated professions, the education sector and employers. On behalf of CORU, I wish to thank them for the support and cooperation shown across all of our interactions.

I would like to express my thanks to the Chairperson of Council, Tom Jordan, and to the Chairpersons of our registration boards – Cormac Quinlan (Social Workers), Jason Last (Radiographers), Helen Shortt (Speech and Language Therapists), Elizabeth Barnes Dietitians), Clodagh Nolan (Occupational Therapists) Peter McGrath (Interim Optical) Anne Horgan (Physiotherapists); members of our Council and Registration Boards who volunteer their time, experience and knowledge in carrying out this public service. Their support and guidance throughout the year is as ever crucial in supporting the Executive deliver its duty to the public and the professions.

A handwritten signature in black ink, reading "Ginny Hanrahan". The signature is written in a cursive, flowing style.

Ginny Hanrahan
Chief Executive Officer
Health and Social Care Professionals Council

Council Annual Report

The day to day support of the Council and the Registration Boards is framed across a number of areas and the achievements within these areas are set out below.

Registration/Recognition of International Qualifications

The registration of health and social care professionals is the cornerstone of CORU's work to protect the public. Registration means that members of the public can have confidence in knowing that a professional's standing and qualifications have been independently verified. Professionals benefit from protection of their professional title, and are supported through a code of professional conduct and ethics.

During 2014 progress continued in the development of statutory registration for the health and social care professions. We have over 3,700 Social Workers on the register. There are a small number of applicants going through the assessment of profession competence to ensure they meet the required standards, and refusing a small number of applicants who have not met the required standards.

The Radiographers Registration Board are progressing in their work to admit applicants to the divisions of their register for Radiographers and Radiation Therapists and to deal with applicants who do not meet the required standards, before the end of their transition period on 31 October 2015.

The registers for the Dietitians and the Speech and Language Therapists opened on the 31 October 2014 with a transition period until the 31 October 2016, when all of the practitioners in these professions will need to have applied for registration. The Occupational Therapists register will open on the 31 March 2015.

Progress has also been made on provisions to allow practitioners who have not worked for over two years to get onto, or return to the statutory register, through bye-laws outlining what is required to Return to Practise. This prescribes what an applicant must do to return to practise, if they have been away from practise for two to five years or for over five years. The Council framework document has guided the registration boards in setting these requirements.

In May, the Minister for Health appointed the Registration Board for Physiotherapists, with their first meeting held in June 2014, allowing the Board to begin their work to establish a system of regulation for their profession, with particular emphasis on developing the Criteria and Standards of Proficiency and Codes of Professional Conduct and Ethics. The Minister has requested advice from the Board on how to deal with the issue concerning the protection of the title Physical Therapist.

The Minister also appointed the Interim Optical Registration Board to help CORU to prepare for the transfer of statutory registration for Dispensing Opticians and Optometrists, when the Opticians Board is subsumed into CORU. The required legislation, - the Health Miscellaneous

Provisions 2014, came into law in December 2014, with the intention of delivering this work in 2015. This legislation allows the appointment of the Optical Registration Board, with full statutory functions to be established early in 2015.

Throughout the year CORU has continued its engagement with the Garda National Vetting Bureau to seek to limit the time it takes for Garda Vetting to be secured by applicants. Garda Vetting is an important safeguard for the public and is mandatory for all applicants for CORU registration. It has also been aware of changes in legislation which will impact on its work including the National Vetting Bureau.

CORU's online registration system continues to develop. A review of our Registration system has assisted to streamline the processes, while ensuring we meet our statutory requirements. This work will be completed in 2015. Applicants for registration can apply and pay their registration and renewal fees online. The success of the system provides a strong platform for the management of future registration for the professions under CORU's remit.

As each registration board, opened its register, it has also become the Competent Authority under EU legislation, in relation to the recognition of international qualifications. This is an area of growth for CORU. There have been changes in the legislation in Europe, which will have to be translated into National law by January 2016.

The Head of Registration Kieran Lenihan, left CORU in July to join the Houses of the Oireachtas and we wish Kieran all the best in his new role. The post has been advertised and will be filled in early 2015.

Code of Professional Conduct and Ethics

The Council's Framework for a Code of Professional Conduct and Ethics is the foundation upon which each of the Registration Boards base their respective Codes. The Codes set out the standards of conduct, performance and ethics which a member of that profession must adhere to throughout the course of their work. All registrants will be required to abide by a statutory Code of Professional Conduct and Ethics.

CORU currently have four Codes of Professional Conduct and Ethics; for Social Workers, for Radiographers/ Radiation Therapists, for Dietitians and for Speech and Language Therapists. The Occupational Therapists, the Physiotherapists and the Optical professions are all working to finalise the respective Codes of Professional Conduct and Ethics for their professions. Each registration board has identified what are the unique requirements for their profession and have tailored the framework to meet these needs. Changes in issues in relation to social media, open disclosure for health and social care professionals and changes in legislation have also been captured. Council will do a full review of the framework document in 2015/6.

Education

The Education Department has continued to co-ordinate the work required to approve and monitor the education courses for the regulated professions – please see details in each of the registration boards' reports.

In 2014, CORU worked closely with the education providers for Dietitians, Speech and Language and Occupational Therapists training courses, to allow the relevant registration board to make the Approved Qualification bye-laws, as a requirement for the opening of the registers for the professions. The Education Committee also dealt with the issue of transnational qualifications for the first time, where an educator is providing training for international students, inside and outside of Ireland, while awarding a national qualification. This work resulted in changes to how the assessments are carried out and a template on how to deal with any other translation qualifications.

The Health Miscellaneous Provisions Act 2014 will now allow future registration boards to use the HSE list of qualifications as a way of progressing registration and allowing the Universities/Colleges time to ensure their courses meet the required Criteria and Standards of Proficiency, so that the graduates can apply for statutory registration.

2014 saw continued progress on the use of the Council framework for Continuing Professional Development (CPD), which was completed this year. Each registration board will review the framework and identify how it will apply to their professionals. CPD contributes to safe, appropriate practices and is critical in protecting the public and maintaining professional standards. Auditing cycles of two years will commence in 2015 for social workers and radiographers/radiation therapists.

The Education ICT project also progressed, resulting in IT support for the management of ultimately 56 courses which will require Approval and Monitoring, as well as preparing for the auditing of Continuing Professional Development.

During 2014, it was decided to split the Education and Registration Committee into two separate committees, due to the volume of work. These committees are chaired by Marie Culliton (Registration) and Jackie Reed (Education). Council wish to thank both committees for their work on these important matters.

Fitness to Practise

31 December 2014 saw the commencement of Part 6 of the Act, which allows CORU to accept complaints about registrants. This has meant CORU setting up the systems to deal with complaints in a fair, proper and robust manner. The legislative powers allow CORU to sanction a registrant, up to and including removing of the registrant off the register where the protection of the public requires this action.

During the year, major work was undertaken to ensure that CORU were ready for this very important step in statutory registration system. Care had to be taken that the correct team are available to deliver this work and that the correct procedures and processes are in place.

The Fitness to Practise Committee of Council, under the leadership of the Chair, Kristin Quinn with Sinead Boyle, (Head of Legal Affairs and Fitness to Practise) and Majella Walsh, (Fitness to Practise Manager) and with support of Mary Griffin (Head of Corporate Services) and John Conroy (Communications Manager) prepared all of the detailed work required. They also ensured that the information for the public, the registrants and the employers was understandable and clear. The Department of Health have also been supportive in securing the staff to support this new function.

We also wish to thank our fellow regulators for sharing their knowledge and learnings. They include the Medical Council, the Nursing and Midwifery Board, the Dental Council, the Pharmaceutical Society in Ireland and the Health Care Professionals Council in the UK and the Northern Ireland Social Care Council; as well as our legal and media advisers.

Legal Services

2014 saw the amendments to our legislation through the Health Miscellaneous Provisions Act 2014, which was enacted in December 2015. Our legal section continues to provide advice on CORU developments and interpretation of the 2005 Act; the Health and Social Care Professionals (Amendment) Act 2012 and this new legislation. Legal services worked closely with Council and with the Department of Health with suggested amendments to the governing legislation for CORU.

Work commenced on preparing for the legal changes that will take place to transfer the Opticians Board to CORU.

Council approved the registration appeals process to allow Council to deal with

- an appeal against a decision to refuse registration by a registration board;
- prosecutions for use of a protected title,
- advice to registration boards in relation to difficult decisions on registration matters and
- advice on challenging decisions concerning education matters.

Assistance to Council and Registration Boards to Deliver its Mandate

CORU depend on the use of assessors to assist many of its functions

Registration

- Assessment of Professional Competence
- Assessment of applications for Recognition of international qualifications
- Assessment of Return to Practice portfolios

The people who work as assessors on behalf of the registration boards are educators and practitioners of the professions to use their knowledge skills and judgement to inform the registration boards on issues dealing with registration and recognition of qualifications.

Education

- Members of the Review Committees for the Approval and Monitoring of Education courses

Each course must have a full review every five years, which includes reviews of paperwork and site visits. These committees are made up of an academic of the profession from another school; a registrant, a representative of the employers and a representative of the general public.

Fitness to Practise

With the commencement of Fitness to Practise, CORU commenced recruiting members for the Preliminary Proceedings Committee, who will deal with all complaints received. This includes a panel made up of lay people with good regulatory experience, members of the professionals regulated. None are members of registration boards or Council.

Council approved a Code of Conduct for Assessors who assist CORU with its work in 2014 and ensures all of the assessors receive the required training, support and guidance in their work.

Corporate Accountability

In a review of the corporate governance processes in CORU, it was agreed to discontinue the Finance and Remuneration Committee and to divide the work between the executive and the Audit, Risk and Governance Committee. Advice was received from our Accountancy support service to ensure this work was carried out appropriately.

Governance Forum for Chairperson and CEO of Health Agencies

CORU has continued to be part of this forum as a member of the Health, and Social Care Regulators Forum and took an active role in the work of the forum in 2014.

Communications

As we continue to progress in our work in Registration, Education and Fitness to Practise, it is important that the public and other key stakeholders are aware of and understand CORU's role.

A communications unit established last year continues to engage with members of the professions and their professional bodies, unions, educators, employers, patient advocacy groups using the channels considered most effective. The website was enhanced and had 112,454 unique visits in 2014. A new range of information guides were produced, this year concentrating on the need to inform the public on Fitness to Practise. They included:

- CORU – Guide to Fitness to Practise.
- CORU – Fitness to Practise – Guide for Employers.
- CORU – Fitness to Practise – Guide for Registrants.

In line with best practice in accessibility, each of these guides achieved the Plain English mark from National Adult Literacy Agency (NALA).

During 2014, there were 10 public consultations, by the varying registration boards, in relation to bye-laws they had to make to progress their work in registration. Examples include the bye law for the Election to the Social Workers Registration Board; the bye-laws for the Professional Code of Conduct and Ethics for Dietitians, Speech and Language Therapists and Occupational Therapists; the bye law for Return to Practise for the Radiographers Registration Board and the Criteria and Standards of Proficiency for Physiotherapists.

Numerous presentations were made to professionals around the country, at places of employment, with the help of the professional bodies and unions, as well as presentation to final year graduates to inform them about how to register with CORU.

Corporate Services

It is critical that our organisation is fit for purpose and sufficiently resourced to enable us to support the Council and Registration Boards in fulfilling their legislative mandates. Corporate Services has continued to manage key areas within CORU including the Finance Function, Human Resources, ICT, Customer Service and Communications, Corporate Governance and Internal Audit.

Corporate Services has an important remit in developing the service functions of the organisation. During 2014, additional resources were invested in HR to manage the staffing and organisational needs of CORU. This was to support the recruitment of an additional 11 posts to deliver the expanding work of CORU.

Council Meetings and Committees

The Health and Social Care Professionals Council

Number of Council meetings during 2014: 7

Members and Attendance at Council meetings in 2014

Name	27 Feb	27 Mar	15 May	25 July	18 Sept	20 Nov	18 Dec
Odhrán Allen	√	√	SL	SL	SL	SL	SL
Richard Booth	√	X	√	X	√	√	√
Jenny Bulbulia	√	√	√	√	√	X	√
Declan Carey	√	√	√	√	√	X	√
Marie Culliton	√	√	X	X	√	√	√
Peter Davison***	√	√	√	X	√	√	√
Mo Flynn	N	N	X	√	X	√	X
Muiris FitzGerald	√	√	√	√	√	√	√
Martin Higgins	√	√	√	√	√	√	X
Tom Jordan*	√	√	√	X	√	√	√
Deirdre Madden	√	√	X	X	√	X	√
Joe Martin	√	√	√	√	√	√	√
Tony McAleer	√	√	√	√	X	X	√
Bernard McCartan	N	N	N	√	√	√	√
Caroline McIntosh	√	√	X	X	√	ML	ML
Halóg Mellett	√	√	X	√	√	√	ML
Michele Monahan	√	√	√	√	√	√	X
Maeve Murphy	√	√	√	X	√	√	√
John O'Mullane	√	√	√	X	X	√	√
David Power	√	√	√	√	X	√	X
Kristin Quinn**	√	X	X	√	√	√	√
Jackie Reed	√	√	√	X	√	√	√
Vivienne Starr***	√	√	√	√	√	√	√
Emma Stokes	X	√	√	X	√	X	X

Key to meeting attendance:

√: attended X: apologies or absent ML: Maternity Leave SL – sick leave

*: Chairperson N: not on Council on this date *** Observer status ** - Acting Chairperson

Mo Flynn and Bernard McCartan were appointed to Council by the Minister for Health during 2014.

In 2014 Council had four committees:

- Audit, Risk and Governance
- Registration
- Education
- Fitness to Practise

Audit, Risk and Governance Committee

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

Membership

Martin Higgins Chair, Odhrán Allen, Maeve Murphy, Harry McGeary, Declan Purcell, Tony McAleer, Bernard Mc Cartan (appointed November 2014).

Terms of Reference

Under Section 23 (1) of the Health and Social Care Professionals Act 2005 (the Act), the Audit, Risk and Governance Committee is established by Council to carry out the following functions:

1. To advise Council and the CEO (as Accounting Officer) on the appointment of internal auditors;
2. To represent Council, without prejudice, in its relationship with the Comptroller & Auditor General, as the external auditor of CORU;
3. To approve internal and external audit programmes and fees;
4. To review the C&AG auditors' management letters and any other reports and to report on these to Council, as appropriate;
5. To receive reports on the internal audit work plan and to consider appropriate action arising from them;
6. To review Council's annual report and accounts from a governance and financial control perspective and to make recommendations to Council and the CEO (as Accounting Officer), as appropriate;
7. To liaise with the Finance and Resources Committee with regard to reports on finances and resources;
8. To consider whether risk management processes are adequate for all risks to which Council is exposed and to approve, or, where the Committee considers that significant policy issues are involved, to recommend that Council approve measures to eliminate or mitigate against them;

9. At the request of the Council, to advise it on matters of corporate governance (but without prejudice to the Committee's power to make recommendations to the Council, on corporate governance issues arising from the work of the auditors);
10. To carry out other assigned functions as prescribed by Council from time to time;
11. The Audit, Risk and Governance Committee shall meet at least 4 times during the year.

Number of meetings during 2014: 6

Key activities in 2014

- Review and approval of financial statements for year ended 2013 for submission to the C&AG.
- Monitor and review the effectiveness of internal financial controls.
- Review and examine the Internal Auditor's Reports and make recommendations to Council.
- Review CORU's Risk Management Policy and review and monitor the risk management systems and make recommendations to Council.
- Annual review of Code of Corporate Governance.
- Value for Money Policy and Hospitality Policy.
- Strategic Relationship Policy.
- Review of corporate governance requirements with the cessation of the Financial and Remuneration Committee.

Attendance - Audit, Risk and Governance Committee

Name	5 Feb	13 Mar	23 Jul	17 Sep	5 Nov	3 Dec
Martin Higgins*	√	√	√	√	X	√
Odhran Allen	√	√	SL	SL	SL	SL
Maeve Murphy	X	√	X	√	√	√
Harry McGeary	√	√	√	X	√	√
Declan Purcell**	√	√	√	√	√	√
Tony McAleer	√	√	√	X	√	√
Bernard McCartan	N	N	N	N	N	√

Key to meeting attendance:

√: attended X: apologies or absent SL – sick leave

*: Chairperson N: not on Committee on this date ** - Acting Chairperson

Finance and Resources Committee

Role: To advise Council on financial management and resource requirements

Number of meetings in 2014: 1

Council re-assigned the duties of this Committee between the Audit Risk and Governance Committee and Council in February 2014.

Membership:

Martin Higgins (Chair), Tony McAleer, Caroline McIntosh, Joe Martin, Inez Bailey.

Key Activities in 2014:

- Review the draft financial statements for yearend 2013.
- Review draft budget and business plan 2014.
- Review and monitor income and expenditure reports including variances.

Registration and Education Committee

This committee met until September 2014, when a Council decision was implemented to separate the committees into the Education Committee and the Registration Committee, due to work demands.

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

Membership

Dr Ann Taylor; Halog Mellett; Maeve Murphy; Jackie Reed; Odhrán Allen; Professor Muiris Fitzgerald; Lorraine Horgan; Marie Culliton; Peter Davison

Terms of Reference

The Registration and Education Committee is established by Council to carry out the following functions:

Registration

- To advise Council on policy relating to the registration process
- To advise the Council on policy relating to recognition of non-national qualifications and competent authority status under EU Directive 2005/36/EC
- To advise Council on policy for dealing with applicants (a) wishing to return to practice, (b) with historical qualifications and (c) who wish to voluntarily withdraw from the register
- To advise Council on policy for assessing applications under Section 91 of the Act
- To advise Council on policy on the maintenance of registers

- To advise Council on the making of Rules under Section 22 relating to the following matters:-
 - The form and manner in which registration boards are to maintain registers
 - The details relating to registrants that in addition to their names are to be entered in registers
 - The division of registers into specified divisions for different categories of registrants
- To advise Council on approval of byelaws for:-
 - Applications for registration
 - Applications for restoration to the register
 - Conditions for registration in a division of the register if authorised by Council
 - Criteria for restoration to the register

Education

- To advise Council on policy relating to education and training for the purposes of registration and the approval and monitoring of education and training programmes.
- To advise Council on policy in relation to Continuing Professional Development (CPD)
- To advise Council on Guidelines issued to registration boards on CPD

Council and Registration Boards

- To carry out a Training Needs Assessment for Council and Registration Board Members in relation to their work for CORU.
- To advise and develop an education and training programme for Council and registration board members.

Number of meetings in 2014: 5

Key activities in 2014

- Advised on the requirements for the Registration Process Review and agreeing the scope of work
- Approved and Monitored the implementation of the above
- Updated the Recognition of International Qualifications Policy and Criteria
- Updating and Policy development on the Criteria and Standards of Proficiency for Education and Training Programmes Framework and practice placements requirements
- Devising the Criteria and Standards required for the Approval and Monitoring of new Programmes of Education for the designated professions
- Advising on the management of Approval and Monitoring of programmes in a transnational manner

- Advised on the tender for Research and Policy Development Services for Education
- Reviewed and advised on the executive report on the preparation for regulation of Counsellors and Psychotherapists for the Minister for Health
- Advised and recommended to Council the Attestation of Linguistic Knowledge policy
- Advised and recommended to Council on the update to the Continuing Professional Development Framework
- Following recommendations from the Registration Process Review, advised Council on the division of the Committee into two committees – Education Committee and Registration Committee after September 2014.

Attendance - Education and Registration Committee

Name	14-Jan	18-Feb	09-Apr	04-Jun	10-Jul	10-Sep
Ann Taylor	√	X	√	X	X	√
Odhrán Allen	X	X	√	SL	SL	SL
Lorraine Horgan	√	X	x	√	√	X
Maeve Murphy	√	√	x	X	X	√
Jackie Reed*	√	√	x	√	√	√
Muiris FitzGerald	√	√	√	√	√	√
Marie Culliton	X	X	x	X	√	√
Halóg Mellett	X	√	√	√	√	ML
Peter Davison	√	X	√	√	X	√

Key to meeting attendance:

√: attended X: apologies or absent SL – sick leave

∗: Chairperson ML: Maternity Leave

Education Committee

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

Membership

Dr Ann Taylor; Halog Mellett; Jackie Reed (Chair); Professor Muiris Fitzgerald; Lorraine Horgan; Peter Davison

Terms of Reference

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

- To develop policies that will inform the development of the procedures and processes for the approval and monitoring of qualifications and programmes
- To develop education quality management standards for the purpose of regulation
- To develop a framework for the Standards of Proficiency for professions under the Act
- To advise Council on policy in relation to Continuing Professional Development (CPD)
- To advise Council on Guidelines issued to registration Boards on Continuing Professional Development (CPD)
- To recommend policy and framework in relation to Part 5 of the Act.
- To identify risks associated with the development of policies and the approval and monitoring of qualifications and programmes. To advise with regards to risk management in relation to Part 5 of the Act and CPD.
- The Terms of Reference will be reviewed annually by the Education Committee and Corporate Services Department, CORU

Number of meetings in 2014: 2

Key activities in 2014

- Advised on linking of approved qualifications and programme
- Approved and Monitored the Education Policy Development Plan
- Finalised the Terms of Reference for the Committee
- Advised and recommended to Council on Transition periods for Implementation of Regulatory Requirements

- Recommended to Council a draft Council guideline to Registration Boards on making the Approved Qualifications Bye Law
- Reviewed matters related to Recognition of Prior Learning
- Advised on the tender for the Review of Criteria and Standards of Proficiency for Education programmes

Attendance - Education Committee

Name	08 Oct	05 Nov
Ann Taylor	√	√
Lorraine Horgan	√	X
Peter Davison	X	√
Jackie Reed*	√	√
Muiris FitzGerald	X	√
Marie Culliton	√	√
Halóg Mellett	√	√
Peter Davison	√	X

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson

Registration Committee

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

Membership

Halóg Mellett; Maeve Murphy; Marie Culliton (Chair); Joe Martin

Terms of Reference

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

Registration

- To advise Council on policy relating to the registration process
- To advise the Council on policy relating to recognition of non-national qualifications and competent authority status under EU Directive 2005/36/EC
- To advise Council on policy for dealing with applicants (a) wishing to return to practice, (b) with historical qualifications and (c) who wish to voluntarily withdraw from the register

- To advise Council on policy for assessing applications under Section 91 of the Act
- To advise Council on policy on the maintenance of registers
- To advise Council on the making of Rules under Section 22 relating to the following matters:-
 - The form and manner in which registration boards are to maintain registers
 - The details relating to registrants that in addition to their names are to be entered in registers
 - The division of registers into specified divisions for different categories of registrants
- To advise Council on approval of byelaws for:-
 - Applications for registration
 - Applications for restoration to the register
 - Conditions for registration in a division of the register if authorised by Council
 - Criteria for restoration to the register

Number of meetings in 2014: 3

Key activities in 2014

- Monitored and advised on the implementation of improvements arising from the Registration Process Review
- Advised and recommended to Council a Return to Practise Framework policy
- Recommended to Council, the report on regulation of Counsellors and Psychotherapists for the Minister for Health

Attendance - Registration Committee

Name	10 Oct	06 Nov
Joe Martin	√	√
Maeve Murphy	√	√
Marie Culliton*	√	√
Halóg Mellett	√	√

Key to meeting attendance:

√: attended

X: apologies or absent

*: Chairperson

Fitness to Practise Committee

Role: To support the development of Fitness to Practise function

Membership

Kristin Quinn (Chair), Deirdre Madden, Emma Stokes*, Fionnuala Cook, Jenny Bulbulia, Marie Culliton*, Mary O'Donnell, Richard Booth, Ursula Fernee*, Mo Flynn*

**Not on Committee for the full year.*

Terms of Reference

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

- To advise the Council on the development of a framework that will inform the development of the procedures and processes for dealing with Complaints, Inquiries and Discipline under Part 6 of the Act on behalf of the Council.
- To advise the Council on the development of policy in all matters Complaints, Inquiries and Discipline.
- To advise Council on the determination and application of criteria for dealing with Complaints, Inquiries and Discipline under the Act.
- To advise on the development and review of the framework for the Common Code of Professional Conduct and Ethics on behalf of Council.
- To advise on the establishment and review of processes and procedures to deal with applicants for registration or recognition who appeal decisions in relation to registration or recognition.
- To advise on the establishment and review of policies, processes and procedures arising from Council's legislative power to bring and prosecute summary proceedings for any offence under the Act.

Number of meetings in 2014: 6

Key activities in 2014

- Recommended to Council and supported the implementation of opening of Fitness to Practise on the 31 December 2014.
- This included advice on policies, procedures, communications, infrastructure and resourcing plan including guidance on the processes for the recruitment, training and requirements of members of the Preliminary Proceedings Committees.
- Advised on the approval of Mediation Guidelines in the Fitness to Practise process.

- Completed the preparations for Council's Registration Appeals Process.
- Advised on changes to Council's Recognition of international qualifications Appeals Process.
- Advised on requirements for legislative amendments.

Attendance - Fitness to Practise Committee

Name	4-Feb	22-May	14-July	4-Sept	6-Nov	18-Dec
Richard Booth	√	√	X	√	√	√
Jenny Bulbulia	X	√	√	X	√	√
Fionnuala Cook	√	X	X	√	X	√
Marie Culliton	√	X	√	√	N	X
Ursula Fernée	X	√	X	N	X	N
Mo Flynn	N	N	N	N	X	X
Kristin Quinn*	√	√	√	√	√	√
Emma Stokes	X	√	X	X	√	N
Deirdre Madden	√	√TC	X	X	X	√
Mary O'Donnell	√	√	√	√	√	√

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson

N – not on Committee on this date TC: Joined by teleconference CC: Conference Call



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Social Workers Registration Board

Annual Report

6.1 Annual Report 2014 - Social Workers Registration Board

This report is an account of the activities of the Social Workers Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Social Workers Registration Board

This report is an account of the activities of the Social Workers Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

During 2014, The Social Workers Registration Board continued its work in contributing to the development and delivery of its regulatory role in Irish healthcare.

2014 was a productive year as we continued to establish and maintain the Register. In total, 3664 Social Workers are listed on the Social Workers Register. During the year 37 registrants elected to voluntarily remove themselves from the Register and 38 social workers were removed, as required under the Health and Social Care Professionals Act 2005 (as amended) for non-payment of their annual renewal fee.

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

We thank those social workers, the professional bodies, their employers and Trade Unions who actively engaged with the work of the Board over the last year in order to progress the work of the Board.

The Board met 14 times in 2014 in order to assess and approve applications for registration, recognition and education programme approval.

During the year a number of our board members terms of office expired and elections were held among registrants for their replacements. We'd like to thank the Board members individually for their personal contribution, effort and expertise.

In conclusion, we look forward to working with the profession again in 2015 as decisions are made in the regulation of social workers, all in the interests of public safety. In the coming year we will conclude our work on the requirements for Continuing Professional Development and we look forward to working with Council on Protection of Title and Fitness to Practise. These matters are at the centre of our remit to protect the public by fostering high professional standards and competence within the profession.

Cormac Quinlan
Chairperson
Social Workers Registration Board

Ginny Hanrahan
Registrar
Social Workers Registration Board

Board Activities 2014

Background

Appointed in August 2010, the Social Workers Registration Board was the first Board to be established under the Health and Social Care Professionals Act, 2005 (as amended) (the Act).

The Act provides for 13 voluntary members to be appointed to the Board. Seven are lay members, with the remaining six being representatives of the profession drawn from the following categories:

- Educators
- Managers
- Social workers representing front line services.

Val O’Kelly was Chairperson of the Social Workers Registration Board until August 2014.

Cormac Quinlan was elected Chair of the Social Workers Registration Board on 9 October 2014.

Terms of Office for the following Board members expired in August 2014; Ms Valentine (Val) O’Kelly, Val Collier, Ursula Fernée, Ned Kelly, Suzanne Quin and Mairead Harrington

Elections for the Appointment of Members to the Social Workers Registration Board were held on 29 July 2014.

- The following Board Members were elected to represent Registrants engaged in the practice of the Profession; Peter O’Neill and Donal Gill.
- The following Board Members were elected to represent Registrants engaged in the management of the Profession; Cormac Quinlan and Adrienne (Ado) Byrne.
- The following Board Members were elected to represent Registrants engaged in education provided for the Profession; Carmel Halton.

The Board met a total of 14 times in the year.

At the close of 2014, there were five vacancies on the Social Workers Registration Board.

Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Social Workers Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Setting the requirements for return to practice
- Setting the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

Registration

The Register for social workers opened on 31 May 2011. The opening of the Register was followed by a two year transitional period for social workers already practising to apply for registration began. This period was necessary to give individuals an opportunity to apply for registration and satisfy the Board that they met the requirements. It also afforded practitioners that do not hold current approved qualifications, a once off opportunity to apply for registration. This transitional period ended on 31 May 2013.

During the year 2,230 Social Workers were registered by the Board. A total of 3,664 social workers have been registered by the Social Workers Registration Board as at 31 December 2014.

Work continues to process the small number of remaining applications and liaise with those social workers involved. The Board must be satisfied that applications to register meet the requirements for registration –

- Be fit and proper to engage in the practice of the profession

In the case of those availing of the transitional arrangements –

- Hold a required qualification listed in the Act or have successfully completed an assessment of professional competence.
- Have been practising in the State during the five years prior to the opening of the Register

In the case of new entrants –

- Hold an approved qualification that meets the standards of proficiency set by CORU
- Have sufficient knowledge of the language necessary to practise in the State.

All applicants for registration had to undergo Garda Vetting as part of the registration process.
By December 2014:

- 1 Social Worker Application was refused.
- 37 social worker registrants voluntarily left the Register
- 38 social worker registrants were removed from the Register for non-payment of fees

The Register is available to view on-line at www.coru.ie.

Competent Authority for Recognition of Qualifications gained outside the State

Before applying for registration, holders of qualifications obtained outside the State must apply to the Board for recognition of their professional qualifications. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

If substantial differences (deficits) exist between a professional qualification, any additional education and training and / or additional relevant work experience against the standards of proficiency, an applicant may be offered the choice of a compensation measure. This will be the choice of a period of adaptation (period of supervised practice) to address any deficits identified or to take an aptitude test.

During 2014, 26 applications for recognition of international qualifications were granted by the Board with a further 3 applicants being requested to engage in compensation measures.

Education

During the year, the Board reviewed and approved the following courses

- Master in Social Work and Postgraduate Diploma in Social Work, University of Dublin
- Bachelor of Social Work, University College Cork

The Board also engaged in extensive discussion in preparation for the launch of the CPD framework for public consultation in December 2014.

Attendance at Social Workers Registration Board Meetings in 2014

Name	14 Jan	28 Jan	11 Feb	26 Feb	20 Mar	26 Mar	23 Apr	21 May	24 Jun	16 July
Declan Carey	√	X	√	√	X	√	√	√	√	√
Val Collier	X	√	X	X	√	√	√	√	X	√
Ursula Fernée	√	√	X	X	X	X	X	√	√	X
Ned Kelly	√	√	√	√	X	X	√	√	√	√
Valentine O'Kelly*	√	√	√	√	√	√	√	√	√	√
Suzanne Quin	√	√	√	√	√	√	√	√	√	√
Cormac Quinlan	X	X	√	√	√	X	√	√	√	√
Carol Moore	√	√	SL	SL	SL	SL	SL	SL	SL	SL
Mairead Harrington	X	X	X	X	X	X	X	X	X	X
Anthony McCashin	X	√	√	X	√	√	√	X	X	√

Name	23 Sep	29 Oct	27 Nov	11 Dec
Declan Carey	√	X	X	√
Val Collier	N	N	N	N
Ursula Fernée	N	N	N	N
Ned Kelly	N	N	N	N
Valentine O'Kelly*	N	N	N	N
Suzanne Quin	N	N	N	N
Cormac Quinlan*	√	√	√	√
Carol Moore	√	x	√	√
Mairead Harrington	N	N	N	N
Anthony McCashin	X	x	√	√
Adrienne Byrne	√	√	√	√
Carmel Halton	√	√	n	√
Peter O'Neill	√	√	n	√
Donal Gill	√	√	√	X

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson

N – not on Board on this date SL: Sick Leave



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Radiographers Registration Board

Annual Report

6.2 Annual Report 2014 - Radiographers Registration Board

This report is an account of the activities of the Radiographers Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act, 2005 (as amended).

Radiographers Registration Board

This report is an account of the activities of the Radiographers Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act, 2005 (as amended).

Foreword

Extensive preparatory work by the Board in 2013 led to the opening of the Radiographers/ Radiation Therapists register on 31 October 2013. 2014 saw the continuation of statutory registration for radiographers and radiation therapists, working towards the completion of the transition/grandparenting period on 31 October 2015.

Only those practitioners who meet the standards set by the Radiographers Registration Board will be entitled to practise when the two year grandparenting/transition period is completed. This will strengthen and enhance the public's confidence in the profession. The Grandparenting period provides existing practitioners the time necessary to get on the Register.

Furthermore, as the Competent Authority under the European Directive relating to Recognition of Qualifications for the profession, any individual seeking to work in Ireland as a Radiographer or Radiation Therapist, who gained their qualifications outside the State, must now apply to the Board to have their qualifications recognised before they can register. This means that the applicant's qualification is similar to the Irish qualifications. If the qualification does not meet the standard, the applicant can undertake a period of adaptation or an aptitude assessment. When an applicant has their qualification recognised, s/ he is eligible to apply for registration. This will provide the public with greater assurance when they interact with a registered member of the profession that may have qualified abroad.

We acknowledge that many radiographers and radiation therapists have actively sought the establishment of statutory registration for the profession, recognising the many benefits to them as individual practitioners in being part of a registered profession. We thank those professionals, their employers and many others who are participating in the journey to statutory registration. They have actively engaged with the work of the Board through public and stakeholder consultations and have helped build the system of statutory registration that is now in place. The Code of Professional Conduct and Ethics that underpins the regulation of the profession is a good example of this consultative and collaborative approach.

We would like to thank the Board members, all of whom participate on a voluntary basis, individually for their on-going commitment collaborative effort and involvement in policy and decision making.

In particular we thank Suzanne Dennen, Bill Maher, Caitriona McGrath and Catherine McKenna for whom their terms of office ended during 2014.

There is more work to be done. In particular, 2015 will see the Board continue to make decisions on the large number of registration applications prior to the 31 October 2015 – the closing date of grandparenting/transition and also continue to make decisions on Recognition of International qualifications.

On behalf of the Board we look forward to advancing the regulation of the professions in 2015.

Jason Last
Chairperson
Radiographers Registration Board

Ginny Hanrahan
Registrar
Radiographers Registration Board

Board Activities 2014

Background

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

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

- The education and training of the profession (1).
- The management of services provided by the profession (2).
- The practice of the profession (3).

Dr Jason Last is the Chairperson of the Radiographers Registration Board.

In 2014, the Radiographers Registration Board met eleven times. During the year Dymphna Watson and Olwyn Ryan were reappointed to the Board

At the close of 2014, there were five vacancies on the Radiographers Registration Board. In total four vacancies will be filled by registrant nomination and election subject to adequate numbers being registered and recent legislative changes. The Board have concerns that there is no representative on the Board for radiation therapists currently and make every effort to ensure the expertise of the radiation therapists are made available to the Board through the use of assessors and other advisers. We look forward to the filling of all of our vacant posts.

Role

Under the Act, the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Radiographers Registration Board has accordingly the following functions:

- Establishing and maintaining a Register of members of the profession.
- Assessing and recognising qualifications gained outside the State.
- Approving and monitoring education and training programmes.
- Devising the code of professional conduct and ethics.
- Setting the requirements for continuing professional development.

Registration

On 31 October 2013 statutory registration of radiographers and radiation therapists began. This milestone represented the culmination of many months of public consultation and policy development on the part of the Radiographers Registration Board. The Register has two divisions covering radiographers and radiation therapists.

The Health Miscellaneous Act 2014 which was enacted in December 2014 provides for two separate registers to cover Radiographers and Radiation Therapists and preparation for this will be part of the Boards 2015 workplan.

There are two pathways to registration:

- Section 91: applies to existing practitioners and is available only during the two year grandparenting/transitional period of registration which will end on 31 October 2015.
- Section 38: applies to all new graduate and anyone applying to a register once the initial two year transitional period has expired

In order to register an applicant must provide their personal details and include:

- An email address
- PPS Number
- Passport Number
- The full title of their qualification

To complete the application, applicants will need to send us certified copies of their:

- Passport Photo Page or Birth Cert or New Driving Licence
- Certified evidence of change of name (if relevant)
- Certified evidence of qualifications / letter of recognition Note: For Existing Practitioners this must amount to two years in the relevant period.
- Completed and signed Garda Vetting Form
- International Police Clearance (where required)
- Two passport photos
- A signed sworn declaration form

Full details are published on www.coru.ie

During the year, reviewing applications for approval to be added to the register was the predominate activity at the Board meetings. By 31 December 2014:

- 285 Radiographer/Radiation Therapists had been registered

A further 375 applicants completing the on-line registration application form. These applications will go to the Registration Board for consideration when CORU receive a complete set of the required supporting documents.

All 56 registrants due to renew their registration on 31 October 2014 did so.

Qualifications gained outside the State / Competent Authority

Before applying for registration, holders of qualifications obtained outside the State must apply to the Board for recognition of their qualifications. These qualifications are assessed against the standards of proficiency required of graduates within the Republic of Ireland.

From 31 October 2013, the Radiographers Registration Board was designated as the competent authority for the profession under Directive 2005/36/EC. The Board now assess all new applications for the recognition of qualifications from outside the Republic of Ireland.

During 2014:

- 48 applications for recognition of international qualifications were made to and approved by the Board.
- A further 20 applications were received but are awaiting additional information from applicants in order to go before the Board for consideration.

Education

One of the functions of a Registration Board is to satisfy itself that education and training programmes provided by institutions in the State meet the criteria and standards required for practice.

The approved qualifications for each profession are as follows:

Radiographers

- Bachelor of Science (Hons) (Radiography) from the National University of Ireland

Radiation Therapists

- Bachelor in Science in Radiation Therapy [B.Sc [Ther.Rad.]] from the University of Dublin

In November 2014 The Board granted approval to start programme approval of the Radiography programme in UCD and the Radiation Therapy programme in TCD.

Continual Professional Development (CPD)

A CPD framework for Radiographers and Radiation Therapists is currently being prepared for the Board and will follow the required public consultations and reviews during 2015. It will commence from 31 October 2015 on a two year cycle, before a set percentage of registrants will be required to be audited. The aim of continuing professional development is to ensure that registrants are keeping up to date with changes in the professional work.

Policy Activities

During the year the Board also reviewed and approved the following policies for the regulation of the profession:

- Voluntary Removal
- Restoration to the Register

Return to Practise

The Board prepared its policy document on Return to Practise and published same for public consultation in June 2014. The bye-law for return to practice is scheduled for early 2015.

Health Miscellaneous Provisions Act 2014

In December this legislation was brought into place, which will allow the Radiographers Registration Board, to establish two separate registers for the professions of radiographers and radiation therapists. This work will be carried out within 2015/6.

Attendance at Radiographers Registration Board Meetings in 2014

Name	22/01	28/02	26/03	30/04	28/05	25/06	23/07	2/10	28/10	26/11	16/12
Mary Pat Corridan	√	X	√	√	√	√	√	√	X	√	√
Suzanne Dennen	√	X	X	X	N	N	N	N	N	N	N
Jason Last*	√	√	√	√	√	√	√	√	√	√	√
Bill Maher	√	N	N	N	N	N	N	N	N	N	N
Caitriona McGrath	√	X	X	X	N	N	N	N	N	N	N
Catherine McKenna	√	X	X	X	N	N	N	N	N	N	N
Michele Monahan	√	√	√	√	√	√	√	√	√	√	X
Mary O'Connor	√	√	√	X	√	√	√	√	√	√	X
Louise Rainford	√	√	√	X	√	√	X	√	X	√	√
Olwyn Ryan	√	N	N	N	X	√	√	X	X	√	X
Tom Ryan	X	X	√	√	√	X	√	√	√	√	√
Dympna Watson	√	N	N	N	√	√	√	X	√	√	√

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson N – no longer on Board



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Dietitians Registration Board

Annual Report

6.3 Annual Report 2014 - Dietitians Registration Board

This report is an account of the activities of the Dietitians Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Dietitians Registration Board

This report is an account of the activities of the Dietitians Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

During 2014 the Dietitians Registration Board continued its work in contributing to the development and delivery of its regulatory role in Irish healthcare.

Dietitians provide their clients with a vital service in relation to dietary and nutrition requirements and a relationship based on trust and confidence is critical. The move to statutory registration is a positive development, providing a vital gatekeeping role when it comes to the upholding of professional standards.

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

On October 31 2014, the Board completed the extensive preparatory work required and opened of the Dietitians Register for applications. Existing practitioners now have a two year grandparenting/transition period to complete their applications.

To reach this important milestone extensive work, including public consultations on bye-laws, was undertaken during the year to ensure the standards for education, qualifications, registration and the code of conduct and ethics were completed by the board. These documents form the foundations for regulating the profession.

Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and continuing professional development for professionals.

We'd like to thank the Board members, all of whom participate on a voluntary basis, individually for their ongoing commitment collaborative effort and involvement in policy and decision making.

In conclusion, we look forward to continuing this important work in 2015. We will be engaging with all our stakeholders as we progress the registration of Dietitians over the two year grandparenting period.

Elizabeth Barnes
Chairperson
Dietitians Registration Board

Ginny Hanrahan
Registrar
Dietitians Registration Board

Board Activities 2014

Background

The Minister for Health appointed the Dietitians Registration Board in February 2013.

The Health and Social Care Professionals Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates. Seven appointees are lay members, with the remaining six being members of the profession who are engaged in the following areas of the profession:

- Education (1)
- Management (2)
- Practice of the profession (3)

The seven lay members represent

- the management of the public health sector,
- the management of the voluntary/private health sector
- the educational establishment engaged in the training of the profession and
- 4 representatives of the general public.

Elizabeth Barnes is the elected Chair of the Board. There was one vacancy on the Board as at 31 December 2014.

Role

Under the Act, the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Dietitians Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession.
- Assessing and recognising qualifications gained outside the State.
- Approving and monitoring education and training programmes.
- Devising the code of professional conduct and ethics.
- Setting the requirements for continuing professional development.

Building the Foundations for Regulation

The Dietitians Registration Board engaged with all stakeholders during the public consultation processes prior to making the bye-laws necessary for the introduction of statutory regulation of the profession. These bye-laws allowed for the Register to open on 31 October 2014.

The Board made bye-laws with Council approval as follows:-

S.I. No.391 of 2014 –Dietitians Registration Board Application for Registration Bye-Law 2014

S. I. No. 448 of 2014 – Dietitians Registration Board Code of Professional Conduct and Ethics Bye-law 2014

S. I No 447 of 2014 – Dietitians Registration Board Approved Qualifications Bye-law

Education

Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold entry standards to the profession required for safe and appropriate practice. They are the knowledge, skills, competencies and professional attributes required of the professional. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

The Criteria and Standards of Proficiency for Dietitians Education and Training programmes are available under general publications at www.coru.ie.

Approved Qualifications for Registration

The following qualifications have been approved by the Dietitians Registration Board as attesting to the standard of proficiency required for registration as Dietitians:

- (1) Bachelor of Science in Human Nutrition and Dietetics from the Dublin Institute of Technology and the University of Dublin.
- (2) Bachelor in Science in Human Nutrition and Dietetics from the University of Dublin.
- (3) Graduate Diploma in Human Nutrition and Dietetics from the Dublin Institute of Technology.

Registration

On 7 October 2014 the Board approved following public consultation the “Application for Registration Bye-law”.

Code of Professional Conduct and Ethics

The Dietitians Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code sets out the standards of conduct, performance and ethics which registrants must adhere to throughout the course of their work as practising Dietitians. When applying for registration, applicants are required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Code for Dietitians is based on the framework Code of Professional Conduct and Ethics adopted by the Council. This was agreed by the 12 professions under CORU’s remit following extensive consultation.

On 7 October, the Board made the Code of Professional Conduct and Ethics for Dietitians Bye-Law 2014

Return to Practice

During 2014 The Board considered the draft Return to Practice Framework Policy. The draft byelaw was published for public consultation in October/November 2014. The finalisation of the return to practise byelaw is expected in early 2015.

International Qualifications - Competent Authority Function

Holders of international qualifications (who have not had them recognised or validated previously within this country) will be required to have their qualifications recognised first before they are eligible to apply for registration. International Qualifications which have been recognised/validated prior to the opening of the Register by the relevant Competent Authority are also considered as approved.

On opening of the Register on 31 October 2014, the Board became the Competent Authority for the validation/recognition of International Qualifications for Dietitians planning to work in Ireland. The Board completed its work in 2014 to deliver all the requirements for this function.

Policy Activities

During the year the Board also reviewed and approved the following policy for the regulation of the profession:

- Fit and Proper decision making policy
- Profession specific requirements for recognition of International Qualifications

Attendance at Dietitians Registration Board Meetings in 2014

Name	25/02	01/05	03/06	03/07	02/09	07/10
Elizabeth Barnes*	√	√	√	√	√	√
Genevieve Becker	X	X	R	R	R	R
Ruth Charles	√	√	√	X	√	√
Clare Corish	√	√	√	√	√	√
Gráinne Denning	√	X	√	√	√	√
John Hanily	√	√	√	√	√	√
Nick Kennedy	√	√	√	√	√	√
Clíodhna McDonough	√	√	√	X	√	√
Halóg Mellett	√	√	√	√	X	√
Tony Morris	√	X	X	X	√	√
Mary Nally	X	X	R	R	R	R
Anthony Smith	√	√	√	√	X	√

Key to meeting attendance:

√: attended

X: apologies or absent

*: Chairperson

R – Resigned



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Occupational Therapists Registration Board

Annual Report

6.4 Annual Report 2014 – Occupational Therapists Registration Board

This report is an account of the activities of the Occupational Therapists Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Occupational Therapists Registration Board

This report is an account of the activities of the Occupational Therapists Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

During 2014 the Occupational Therapists Registration Board continued its work in contributing to the development and delivery of its regulatory role in Irish healthcare.

Occupational Therapists provide their clients with a vital service and a relationship based on trust and confidence is critical. The move to statutory registration is a positive development, providing a vital gatekeeping role when it comes to the upholding of professional standards.

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

On April 29, The Board approved the Criteria and Standards of Proficiency for Education and Training Programmes.

Extensive work, including public consultations on bye-laws, was undertaken to ensure the standards for education, qualifications, registration and the code of conduct and ethics were completed by the board. These documents form the foundations for regulating the profession. The Register is planned to open in early 2015.

Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and continuing professional development for professionals.

In conclusion, we look forward to continuing this important work in 2015. We will be engaging with all our stakeholders as we progress the registration of Occupational Therapists over a two year grandparenting period.

Clodagh Nolan
Chairperson
Occupational Therapists Registration Board

Ginny Hanrahan
Registrar
Occupational Therapists Registration Board

Board Activities 2014

Background

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

The Health and Social Care Professionals Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates. Seven appointees are lay members, with the remaining six being members of the profession who are engaged in the following areas of the profession:

- Education (1)
- Management (2)
- Practice of occupational therapy (3)

Clodagh Nolan was elected Chair of the Board at its first meeting in February 2013.

Role

Under the Act, the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Occupational Therapists Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession.
- Assessing and recognising qualifications gained outside the State.
- Approving and monitoring education and training programmes.
- Devising the code of professional conduct and ethics.
- Setting the requirements for continuing professional development.

Building the Foundations for Regulation

The Registration Board engaged with all stakeholders during the public consultation processes prior to making the bye-laws necessary for the introduction of statutory regulation of the profession. These bye-laws will allow for the Register to open in March 2015. The Board made bye-laws with Council approval as follows:-

S.I. No. 412 of 2014 - Occupational Therapists Registration Board Application for Registration Bye-Law 2014

S. I. No. 527 of 2014 - Occupational Therapists Registration Board Code of Professional Conduct and Ethics Bye-law 2014

Education

Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold entry standards to the profession required for safe and appropriate practice. They are the knowledge, skills, competencies and professional attributes required of the professional. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

The draft Criteria and Standards of Proficiency for Occupational Therapists Education and Training programmes were posted for public consultation on www.coru.ie.

The report of the consultation was considered by the Board and the finalised Criteria and Standards of Proficiency for Occupational Therapists was agreed in April 2014. On finalising the Criteria and Standards of Proficiency, the Board agreed to make a number of amendments to the draft after 19 responses to the online survey were submitted. These included seven Individual and twelve Organisational contributions, from a wide variety of stakeholders.

Approved Qualifications for Registration

In order to open the Register, the Board was mandated to approve the qualifications required for registration.

In May 2014, the Occupational Therapists Registration Board invited submissions and observations on the “Approved Qualification” Bye-Law through a public consultation process advertised in the national press and on www.coru.ie. This bye-law sets out the approved qualifications for entry on the register. The Board considered the responses at their July meeting.

A total of ten comments and submissions were submitted by respondents on the draft Bye-Law and the Board considered each one. These related to: Subsequent Years, Proof of Practice, Membership of Professional Bodies, Health and Character of Applicants, Statutory Declarations, Frequency of Garda Vetting, Returning to Practice, Delays in Garda Vetting/Police Clearance, PPSN Requirement and additions to the Bye-Law.

In October, The Board reviewed four qualification assessment reports and recommendations, and granted qualification approval to:

- Bachelor of Science (Occupational Therapy) awarded by National University of Ireland, Galway.
- Bachelor of Science (Occupational Therapy) awarded by University College Cork.
- Bachelor of Science in Occupational Therapy awarded by University of Dublin. (four year pathway)
- Bachelor of Science in Occupational Therapy (Professional Qualification) awarded by University of Limerick.

Further amendments were made to the draft bye-law to clarify the pathway leading to one additional qualification. Because of this amendment, the Board agreed to send the Draft Bye-Law for a further public consultation period ending on the January 5, 2015. The Board will consider any further submissions and observations in early 2015 before making the Bye-Law prior to the opening of the register on 31 March 2015.

Registration

In early 2014 the Board approved and sent for public consultation the “Application for Registration Bye-law”. Following this consultation and review of the responses the Board made the bye-law in July 2014.

Code of Professional Conduct and Ethics

The Occupational Therapists Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code sets out the standards of conduct, performance and ethics which registrants must adhere to throughout the course of their work as practising occupational therapists. When applying for registration, applicants will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Code for occupational therapists is based on the common Code of Professional Conduct and Ethics adopted by the Council. This was agreed by the 14 professions under CORU’s remit following extensive consultation.

In July, the Board approved the Code of Professional Conduct and Ethics Bye-Law 2014, subject to agreed amendments, for submission to The Competition Authority. The Board discussed the terms “occupational identify” and occupational justice”.

The Occupational Therapists Registration Board ensured that the unique requirements of its profession were addressed when developing the Code of Professional Conduct and Ethics.

Return to Practice

In April, 2014 The Board considered the draft Return to Practice Framework Policy issued by Council and considered the requirements of the profession as they related to Framework. .

The Board approved the three categories and related periods of updating for members of the profession as follows:

	Period not practising	Minimum number of hours Up-skilling/updating required
Category A	0 – 2 years out of practice	No requirements
Category B	2 – 5 years out of practice	210 hours (30 days)
Category C	5 years or more out of practice	420 hours (60 days)

This bye law will go out to public consultation in early 2015.

International Qualifications - Competent Authority Function

Holders of international qualifications (who have not had them recognised or validated previously within this country) will be required to have their qualifications recognised first before they are eligible to apply for registration.

The opening of the Register on 31 March 2015, will require the Board to become the Competent Authority for the validation/recognition of International Qualifications for Occupational Therapists planning to work in Ireland. The Board completed its work in 2014 to deliver all the requirements for this function.

Policy Activities

During the year the Board also reviewed and approved the following policies for the regulation of the profession:

- Protection of Title
- Fit and Proper decision making
- Assessment of Professional Competency (AoPC)
- Language Assessment Guidelines

Attendance at Occupational Therapists Registration Board Meetings in 2014

Name	18/02	29/04	10/06	08/07	16/09	23/10	25/11
Odhrán Allen	X	SL	SL	SL	SL	SL	SL
Gaynor Beyer	√	X	X	√	√	√	√
June Boulger	X	X	X	X	X	√	X
Fionnuala Cook	√	√	√	X	X	√	√
Anthony Gilligan	√	X	R	R	R	R	R
Ailish Kelly	√	√	√	√	√	√	√
Orla McDonnell	√	√	X	√	√	X	√
Tina McGrath	√	√	√	X	√	X	X
Clodagh Nolan*	√	√	X	√	X	√	√
Lana O’Gorman	X	X	√	√	√	√	X
Máire O’Leary	√	√	√	√	√	√	√
Anne-Maree Quinn	√	√	√	√	√		√
Elena Secas	√	√	X	X	√	√	√

Key to meeting attendance:

√: attended X: apologies or absent SL: Sick Leave *: Chairperson R – Resigned



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Speech and Language Therapists Registration Board

Annual Report

6.5 Annual Report 2014 – Speech and Language Therapists
Registration Board

This report is an account of the activities of the Speech and Language Therapists Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report

Speech and Language Therapists Registration Board

This report is an account of the activities of the Speech and Language Therapists Registration Board during 2013, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2013, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended)

Foreword

The Speech and Language Therapists Registration Board met for the first time in March 2013, following its establishment by the Minister for Health in February.

Speech and Language Therapists provide their clients with a vital service and a relationship based on trust and confidence is critical. The move to statutory registration is a positive development, providing a vital gatekeeping role when it comes to the upholding of professional standards.

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

2013 saw the building of the foundations for regulation of the profession by the Board with much work undertaken in ensuring the standards are developed effectively. Furthermore, 2013 saw the beginning of engagement with the public, employers and members of the profession in the form of the Board's first public consultation.

This consultation was on the Criteria and Standards of Proficiency for Education and Training. These are the requirements for the approval of programmes of education for speech and language therapists. Students who successfully complete an approved programme meet the standard of proficiency for the profession and are eligible to apply for entry on the Register. When finalised following the consultation, the Criteria and Standards of Proficiency will also be used in the assessment of professional competence and in the recognition of qualifications gained outside the state.

We look forward to continuing this important work in 2014. We will be engaging with all our stakeholders including speech and language therapists as we build a model of regulation. Statutory regulation provides greater openness and accountability for the public, while reinforcing a culture of competence and continuing professional development for professionals.

Helen Shortt
Chairperson
Speech and Language Therapists
Registration Board

Ginny Hanrahan
Registrar
Speech and Language Therapists
Registration Board

Board Activities 2014

Background

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

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates. Seven appointees are lay members, with the remaining six being members of the profession who are engaged in:

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

At the Board's first meeting in March 2013, six members were drawn by lot, in accordance with the agreed procedure, to serve a two year term. The remaining members will serve a four year term.

Helen Shortt was elected Chair of the Board and will serve a two year term as Chair. She will serve on the Board for four years.

Role

Under the Act the role of the Registration Boards is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Speech and Language Therapists Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

In March 2013, the Board undertook induction training, delivered by the Executive, to facilitate the transition to their new role as Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Education

Public Consultation - Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the profession. Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession.

By November 2013, the Board had prepared a draft Criteria and Standards of Proficiency for education and training. The Criteria and Standards of Proficiency provides the basis for a range of activities including approval of qualifications and programmes required for registration to this profession and assessment of professional competence.

The draft Criteria and Standards of Proficiency for Speech and Language Therapists Education and Training programmes went out for public consultation on www.coru.ie in December 2013.

The report of the consultation will be considered by the Board in early 2014 and the finalised Criteria and Standards of Proficiency for Speech and Language Therapists will be published on www.coru.ie.

Approved Qualifications for Registration

In order to open the Register, the Board is required to approve the qualifications required for registration.

In 2013, the Speech & Language Therapists Registration Board began this process and an “Approved Qualification” Bye-Law will go for public consultation setting out the qualification for registration in early 2014.

Registration

The Register

In May 2013 the Speech and Language Therapists Registration Board approved the details of registrants that will be held on the Register. They include the name under which the registrant practices, primary place of practice, fitness to practise notifications and unique registration numbers. The Board also approved the form of the Certificate of Registration which will be issued annually on renewal of registration.

The Board approved that existing practitioners must be engaged in the practice of the profession for two of the five years prior to the opening of the Register. Applicants applying under the transitional arrangements will be required to provide proof of engagement in the practice of the profession for this period.

Private practitioners will be required to make a self-declaration regarding their practice and provide proof of professional indemnity insurance along with three other items of proof (to be selected from a set list).

In July 2013 the Speech and Language Therapists Registration Board adopted the Council guidelines on the transitional period. After a Register opens, a two year transitional period is required to give speech and language therapists already practising, the opportunity to apply for registration and satisfy the Registration Board that they meet the requirements.

The Speech and Language Therapists Registration Board is required to determine an assessment of professional competence. This is relevant in the case of applicants who do not hold either an approved qualification or a qualification listed in the Act for existing practitioners or a sufficiently relevant qualification and have been practising in the State for two of the five years prior to the opening of the Register. Having reviewed the framework provided by the Council at CORU, in July 2013, the Board began the process to set out the test of professional competence which will demonstrate how an individual meets the standards of proficiency. This work will be finalised in 2014.

Code of Professional Conduct and Ethics

The Speech and Language Therapists Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code will set out the standards of conduct, performance and ethics which registrants must adhere to throughout the course of their work. When applying for registration, applicants will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Speech and Language Therapists Registration Board must ensure that the unique requirements of its profession are addressed when developing its Code of Professional Conduct and Ethics.

At the Board's request, the Council at CORU appointed Anna van der Gaag, Current Chair Health Professions Council and Honorary Research Fellow, University of Glasgow and Rachel Leonard, Lecturer Discipline of Speech & Language Therapy, NUI Galway as researchers.

The Code of Professional Conduct and Ethics will go out for public consultation in 2014.

Members of the Education Sub Group

Martine Smith

Chinwe Rose Anago

Celia Nichol

Fiona Gibbon

Attendance at Speech and Language Therapists Registration Board Meetings in 2014

Name	19/02	24/04	17/06	17/07	09/09	14/10
Chinwe Rose Anago	X	√	√	X	X	√
Aileen Barrett	X	√	√	√	√	√
Paula Bradley	√	√	√	X	√	√
Fiona Gibbon	X	√	X	√	√	√
Irene Gunning	X	X	√	X	X	√
Suzanne Keenan	X	√	X	X	X	√
Sinead Kennedy	√	√	√	√	X	X
Maeve Murphy	√	√	X	X	√	√
Celia Nichol	√	X	X	√	√	X
Fintan Reddy	X	√	√	X	√	√
Agnes Shiel	√	√	X	X	√	√
Helen Shortt*	√	√	√	√	√	√
Martine Smith	√	√	√	√	√	X

Key to meeting attendance:

√: attended

X: apologies or absent

*: Chairperson



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Physiotherapists Registration Board

Annual Report

6.6 Annual Report 2014 - Physiotherapists Registration Board

This report is an account of the activities of the Physiotherapists Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended)

Physiotherapists Registration Board

This report is an account of the activities of the Physiotherapists Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25 (1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

The Minister for Health appointed the Physiotherapists Registration Board in 20 May 2014. Regulation had been sought by the profession for many years and the establishment of the Board was widely welcomed as a very positive development both for practitioners and for the public.

Statutory registration means the title physiotherapist will be legally protected, providing greater reassurance to the public that an individual has satisfied the Board that they have successfully met all required standards to perform their roles effectively, while practitioners will be supported in their work through a code of professional conduct and ethics. The Code will include the requirement for continuing professional development, enabling physiotherapists to ensure their knowledge and skills are up to date and relevant to their practice.

Since its first meeting, the Registration Board has progressed work in a number of important areas, each of which form the foundation for the regulation of the profession. 2015 will see this work continue as the countdown to the opening of the Register later in the year continues. These include working on the Code of Professional Conduct and Ethics, the Standards of Proficiency for education of future registrants, to prepare the documents for public consultation.

The Registration Board received a request from the Minister for Health to advise him on the need to protect the title "physical therapist" and how to progress with this matter. The Board has been considering the matter and has to respond to the Minister by the end of February 2015. Presentations were made to the Registration Board by the Irish Association of Physical Therapists and the Irish Society of Chartered Physiotherapists.

Public consultations on core elements of the new regulatory regime will form a significant part of our activity in 2015 and we encourage all professionals, employers and members of the public to engage with the Board. Your views will play an important role in developing a system of statutory registration.

We'd like to thank the Board members for their commitment and focus this year and we look forward to working with them again next year. The combination of lay and professional representatives working together on the Registration Board is ensuring we develop a fair, balanced and accountable system of regulation.

Anne Horgan
Chairperson
Physiotherapists Registration Board

Ginny Hanrahan
Registrar
Physiotherapists Registration Board

Board Activities 2014

Background

The Minister for Health appointed the Physiotherapists Registration Board 20 May 2014 following a public appointment notice. The first meeting was held on 12 June 2014 and the Board met six times during the year.

The Health and Social Care Professional Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven are lay members, with the remaining six being professional nominees, representing:

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

At the Board's first meeting on 12 June 2014, six members were drawn by lot, in accordance with the agreed procedure, to serve a two year term. The remaining members will serve a four year term.

Anne Horgan was elected chairperson and will hold office for a term of two years. She will serve on the Board for a term of four years

Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Physiotherapists Registration Board at CORU has responsibility for:

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes
- Devising the code of professional conduct and ethics
- Setting the requirements for continuing professional development.

In June 2014, the Board undertook induction training, delivered by the Executive, to facilitate the transition to their new role as Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Building the Foundations for Regulation

Protection of Title

Under the Act, provision is made for the use and protection of specified titles of designated professions, including the title of “Physiotherapist”. The Act provides that additional titles may be designated by the Minister following consultation with the Registration Board. The Minister may also consult with any other organisation that he considers appropriate. The consultation process with the Board was initiated by the Minister in late 2014.

Internationally, both titles are used by the same profession. However, Ireland appears to be unique in that physical therapists have operated as a separate profession to physiotherapy for a considerable time. The Board has commenced its deliberations on the use of the title in Ireland and whether the title should be protected.

The Board heard presentations made by a delegation from each of the professional bodies – The Irish Society of Chartered Physiotherapists and the Irish Association of Physical Therapists - in relation to this matter.

Education

Criteria and Standards of Proficiency

One of the functions of a Registration Board is to set the Standards of Proficiency for the profession. The Standards of Proficiency are the threshold entry standards required for the safe and appropriate practice of the profession. They are the knowledge, skills, competencies and professional attributes of the professional.

Setting the Standards of Proficiency is an important step in establishing statutory regulation for the profession. At the Board’s request, the Council at CORU appointed Aileen Barrett as education adviser to support the standards development work of the Board.

By the close of 2014, the Board had prepared a draft Criteria and Standard of Proficiency for education and training. When finalised, the Criteria and Standards of Proficiency will provide the basis for a range of activities including approval of education and training programmes, recognition of international qualifications and assessment of professional competence.

The draft Criteria and Standards of Proficiency for Physiotherapists Education and Training programmes proceeded to public consultation in late 2014. The Board will then consider the outcomes of the consultation and agree and adopt the final Criteria and Standards of Proficiency for Education and Training programmes of the profession.

Approved Qualifications for Registration

In order to open the Register, the Board is required to approve the qualifications required for registration.

In 2014, the Physiotherapists Board began this process and an “Approved Qualification” Bye-Law will go for public consultation setting out the qualifications required for registration in early 2015.

Registration

The Board adopted the Council guidelines on the transitional period. After a Register opens, a two year transitional period is required to give applicants already practising the profession the opportunity to apply for registration and satisfy the Registration Board that they meet the requirements.

Following the end of the transitional period after the opening of the Register, only registered practitioners will be entitled to use the protected title.

Code of Professional Conduct and Ethics

The Physiotherapists Registration Board is required to adopt a Code of Professional Conduct and Ethics for registrants before the Register is opened. The code will set out the standards of conduct, performance and ethics which registered members of the profession must adhere to throughout the course of their work. When applying for registration, applicants will be required to sign a statutory declaration stating that they have read, understood and agree to abide by the Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Physiotherapists Registration Board must ensure that the unique requirements of the profession are addressed when developing its Code of Professional Conduct and Ethics.

The Board will complete its consideration of the draft Code of Professional Conduct and Ethics in early 2015. The draft will then proceed to public consultation and the Competition Authority before being approved and made in a Bye-Law.

Attendance at Physiotherapists Registration Board Meetings in 2014

Name	12/06	15/07	12/09	20/10	13/11	10/12
Ruth Magee	√	√	√	√	√	√
Aileen Sheehan	√	√	√	√	√	√
Martina Ryan	√	√	√	√	√	√
Ruth Whelan	√	√	√	√	√	√
Anne Horgan	√	√	√	√	√	√
Emma Stokes	√	X	X	√	√	√
Jane Carolan	√	X	√	√	√	X
John Dolan	√	√	√	X	X	X
Giuseppe DeVito	√	X	X	X	√	√
John Kerrane	√	√	√	√	√	√
Padraig Heverin	√	√	√	√	X	√
Roy Brennan	√	√	√	√	√	√
Mark Delargy	√	√	X	√	√	√

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson R: Resigned N: Not on Board



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Interim Optical Registration Board

Annual Report

6.7 Annual Report 2014 – Interim Optical Registration Board

This report is an account of the activities of the Interim Optical Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014.

Interim Optical Registration Board

This report is an account of the activities of the Interim Optical Registration Board during 2014, presented to the Health and Social Care Professionals Council for inclusion in the Council's Annual Report 2014, as required under Section 25(1) of the Health and Social Care Professionals Act 2005 (as amended).

Foreword

Regulation had been carried out for the Dispensing Optician and Optometrist professions by the Opticians Board since 1956. In 2008 a Government decision to subsume Bord na Radharcmhastóirí (Opticians Board) into the Health & Social Care Professionals Council (CORU), as part of a rationalisation programme, was announced. This decision was reconfirmed in 2011.

Legislation to dissolve the Opticians Board and transfer its regulatory responsibilities to CORU was included in the Miscellaneous Health Act 2014 and a Commencement Order is expected in 2015.

The Minister for Health appointed the Interim Optical Registration Board on 09 April 2014 to prepare for the transferring of the existing Registers and future regulatory requirements for Optometrists and Dispensing Opticians. This Board has been appointed on a non statutory basis until such time as the Minister can appoint the Optical Registration Board, expected in early 2015. The establishment of the Interim Board was widely welcomed as a very positive development both for practitioners and for the public.

Statutory registration provides greater reassurance to the public that an individual has satisfied the Board that they have successfully met all required standards to perform their roles effectively, while practitioners will be supported in their work through a code of professional conduct and ethics. The Code will include the requirement for continuing professional development, enabling registered professionals to ensure their knowledge and skills are up to date and relevant to their practice. Registrants will be subject to Fitness to Practise for the first time.

Since its first meeting, the Interim Registration Board has progressed and prepared advance work in a number of important areas, each of which will form the foundation for the future regulation of the profession. This work will continue and public consultations on the various standards will commence following the establishment of the Optical Registration Board.

Public consultations on core elements of the new regulatory regime will form a significant part of our activity in 2015 and we encourage all professionals, employers and members of the public to engage with the Board. Your views will play an important role in developing a system of statutory registration.

We'd like to thank the Interim Board members for their commitment and focus this year and we look forward to working together in the year ahead. The combination of lay and professional representatives working together on the Interim Registration Board is ensuring we develop a fair, balanced and accountable system of regulation.

Peter McGrath

Chairperson

Interim Optical Registration Board

Ginny Hanrahan

Registrar

Interim Optical Registration Board

Board Activities 2014

Background

The Minister for Health appointed the Interim Optical Registration Board 09 April 2014. The first meeting was held on 20 May 2014 and the Board met six times during the year.

The Health and Social Care Professionals Act, 2005 (as amended) provides for 13 voluntary members to be appointed to the Board. No remuneration is paid to members serving on the Board, except standard Civil Service Travel and Subsistence rates.

Seven are lay members, with the remaining six being professional nominees, 4 Optometrists and 2 Dispensing Opticians, representing:

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

At the Board's first meeting on 20 May 2014, Peter McGrath was elected chairperson.

The members of the Board are

Peter McGrath (Chair) Vivienne Starr, Peter Davison, Owen Blee, Norma Judge, Eilis Dolan- English, Seamus Boland, Majella Daly, Charles Irwin, Martin Coyne, Patricia Logan, Anne Sheehan and John Doran.

Role

Under the Act the role of the Registration Boards at CORU is to protect the public by fostering high standards of professional conduct, education, training and competence through statutory registration of health and social care professionals.

The Interim Optical Registration Board at CORU has responsibility for preparing the following in advance of the Optical Registration Board being established:

- Devising the code of professional conduct and ethics
- Developing the criteria for the approval and monitoring of education and training programmes
- Developing the standards of proficiency
- Developing the requirements for continuing professional development.

When the transfer of the existing registers of the Opticians Board takes place the following responsibilities will also come under the Boards remit;

- Establishing and maintaining a Register of members of the profession
- Assessing and recognising qualifications gained outside the State
- Approving and monitoring education and training programmes

In May 2014, the Board undertook induction training, delivered by the Executive, to facilitate the transition to their new role as Interim Board members. This training included sessions on corporate governance and ethics in public office as well as delivering a greater understanding of the role of CORU and its core function in protecting the public.

Building the Foundations for Developing Regulation

Code of Professional Conduct and Ethics

The Interim Board was required to prepare a draft Code of Professional Conduct and Ethics for registrants to go for public consultation after the establishment of the Optical Registration Board. The Interim Board has prepared draft codes for Optometrists and a separate code for Dispensing Opticians.

The codes will set out the standards of conduct, performance and ethics which registered members of the profession must adhere to throughout the course of their work. When applying for registration, applicants will be required to sign a statutory declaration stating that they have read, understood and agree to abide by their Code.

The Council at CORU has adopted a framework for a common Code of Professional Conduct and Ethics (the Council Code) which has been agreed by the 14 professions following consultation.

The Interim Registration Board has ensured that the unique requirements of the two professions are addressed when developing its draft Codes of Professional Conduct and Ethics.

Other Policy Preparations

During the year the Interim Board has reviewed and agreed draft policies on the following:

- Registration Framework code
- Consultation model
- Bye-law process and preparation
- Fit and Proper decision making framework
- Voluntary removal from register
- Recognition of international qualifications policy
- Approval and monitoring guidance for programme providers.

Attendance at Interim Optical Registration Board Meetings in 2014

Name	20/05	27/06	28/07	29/09	31/10	01/12
Norma Judge	√	√	√	√	√	√
Vivienne Starr	√	√	√	√	√	√
Owen Blee	√	√	√	√	√	√
Éilis Dolan-English	√	√	√	√	√	√
Peter McGrath Chair	√	√	√	√	√	√
Seamus Boland	X	√	√	√	√	√
Peter Davison	√	X	X	√	√	√
Majella Daly	√	√	X	√	√	X
Martin Coyne	√	√	X	√	√	√
Charles Irwin	√	√	√	√	√	√
Patricia Logan	√	√	√	√	√	√
Ann Sheehan	√	X	√	√	√	√
John Doran	N	N	N	√	√	√

Key to meeting attendance:

√: attended X: apologies or absent *: Chairperson R: Resigned N: Not on Board



Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh

Regulating Health +
Social Care Professionals

Report and Financial Statements for the year ended 31 December 2014

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

Contents

Information	75
Report of the Comptroller and Auditor General	76
Statement of the System of Internal Financial Control	77
Statement of the Council's Responsibilities	79
Statement of Accounting Policies.....	80
Income and Expenditure Account.....	81
Balance Sheet	82
Cashflow Statement	83
Notes to the Financial Statements	84

Information

Members of the Council

Tom Jordan, Chairperson
John O Mullane
Halog Mellet
Marie Culliton
Odhrán Allen
Tony McAleer
Emma Stokes
Caroline McIntosh
Richard Booth
Michele Monahan
David Power
Declan Carey
Maeve Murphy
Jackie Reed
Martin Higgins
Kristin Quinn
Deirdre Madden
Joe Martin
Jenny Bulbulia
Muiris Fitzgerald
Mo Flynn (appointed 24/04/2014)
Bernard McCartan (appointed 27/06/2014)

Senior Management Team

Chief Executive Officer	Ginny Hanrahan
Head of Corporate Services	Mary Griffin
Head of Legal Affairs	Sinéad Boyle
Head of Registration	Kieran Lenihan
Acting Head of Education	Aoife Sweeney

Headquarters

CORU - Health and Social Care Professionals Council
13-15 The Mall
Bracken Road
Sandyford
Dublin 18

Auditor

Comptroller and Auditor General
Dublin Castle
Dublin 2

Accountants

Crowleys DFK
Chartered Accountants
16/17 College Green
Dublin 2



Comptroller and Auditor General

Report for presentation to the Houses of the Oireachtas

Health and Social Care Professionals Council

I have audited the financial statements of the Health and Social Care Professionals Council for the year ended 31 December 2014 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 statements have been prepared in the form prescribed under Section 21 of the Act, and in accordance with generally accepted accounting practice in Ireland as modified by the directions of the Minister for Health in relation to accounting for superannuation costs.

Responsibilities of the Council

The Council is responsible for the preparation of the financial statements, for ensuring that they give a true and fair view 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.

also seek to obtain evidence about the regularity of financial transactions in the course of audit.

In addition, I read the Council's annual report to identify material inconsistencies with the audited financial statements. 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 accounts for 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.

In my opinion, except for the non-recognition of the Council's superannuation costs and liabilities, the financial statements give a true and fair view, in accordance with generally accepted accounting practice in Ireland, of the state of the Council's affairs at 31 December 2014 and of its income and expenditure for 2014.

In my opinion, proper books of account have been kept by the Council. 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 money has not been applied for the purposes intended or where the transactions did not conform to the authorities governing them, or
- the information given in the Council's annual report is not consistent with the 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.

Patricia Sheehan

**For and on behalf of the
Comptroller and Auditor General
December 2015**

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:
 - o Affirmation of compliance with procurement guidelines as set out in the Code.
 - o Affirmation of compliance with disposal of assets and access to assets by third parties as set out in the Code.
 - o Affirmation of implementation of Government policy on the remuneration of CEO.
 - o Reviewed and finalised policies and procedures to ensure the effectiveness of the systems of internal financial control.
- Establishing formal procedures to monitor the activities and safeguard the assets of the organisation.

The system of internal financial controls is based on a framework of regular management information, a system of delegation and accountability, a set of financial procedures, administrative procedures including segregation of duties and rigorous ongoing checks by the finance function. In particular it includes:

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

The Audit, Risk and Governance Committee was established in 2009. The Committee met 6 times in 2014.

Statement on the System of Internal Financial Control

Mechanisms for ensuring the adequacy of the security of the Information and Communication Technology (ICT) systems that include the establishment of appropriate policies and control procedures have been established.

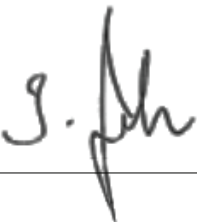
The Council has an internal audit function which reports to the Audit, Risk and Governance Committee of the Council. The internal audit function operates in accordance with the Code of Practice for the Governance of State Bodies. The Council's monitoring and review of effectiveness of the systems of internal financial control is informed by the work of the outsourced internal auditor and the Audit, Risk and Governance Committee.

The executive of the Council is responsible for the development and maintenance of the financial controls framework.

In line with CORU's whistleblowing policy, the whistleblowing officer confirmed that no whistleblowing disclosures were made in the financial year 2014. We further confirm that there have been no financial irregularities identified during the review of the effectiveness of the system of internal financial control.

3. Annual Review of Controls

I confirm that the Council conducted an external review of the effectiveness of the system of internal financial control in respect of the year ended 31 December 2014.


A handwritten signature in black ink, appearing to read 'J. Jordan', is written over a horizontal line.

Tom Jordan
Chairperson

Date: 10th December 2015

Statement of the Council's Responsibilities

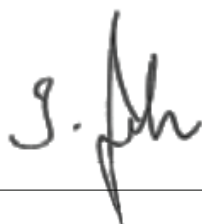
The Health and Social Care Professionals Council was established on the 20 March 2007 under the Health and Social Care Professionals Act 2005 (as amended) ("Act")

It is a statutory body charged with ensuring that health and social care professionals practise in a regulated, controlled and safe environment in a manner which will ensure the provision of high-quality health and social care services to the public.

The Act, Part 1, Section 21 requires the Council to keep all proper and usual accounts of all moneys received or expended by it including an income and expenditure account and balance sheet. In preparing those financial statements, the Council is required to:-

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Council will continue in operation
- disclose and explain any material departures from applicable Accounting Standards.

The Council confirm that they have complied with the above requirements in preparing the financial statements. The Council is responsible for keeping proper books of account, which disclose with reasonable accuracy at any time the financial position of the Council and which enable it to ensure that the financial statements comply with Part 1, Section 21 of the Act. The Council is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Tom Jordan
Chairperson

Date: 10th December 2015



Ginny Hanrahan
Chief Executive Officer

Date: 10th December 2015

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 (as amended) (“Act”) to regulate designated health and social care professions.

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. Exchequer Grant

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

3. Registration Fees

Income shown in the accounts under Registration Fees is accounted for on a cash receipts basis.

4. 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%

5. Capital Account

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

6. Superannuation

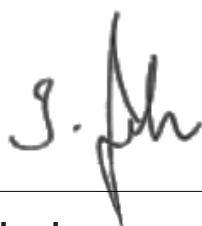
Section 13 of the Health and Social Care Professionals Act 2005 (as Amended) (“Act”) provides for the establishment of superannuation scheme(s) by the Council. The scheme is a defined benefit scheme for the purposes of the Pension Act 1990. The scheme is being operated on an administrative basis pending the approval by the Minister for Health with the consent of the Minister for Finance.

The Public Service Pensions (Single Scheme and Other Provisions) Act 2012 became law on 28th July 2012 and introduced the new Single Public Service Pension Scheme (“Single Scheme”) which commenced with effect from 1st January 2013. All new employees to the Health and Social Care Professionals Council, who are new entrants to the Public Sector, on or after 1st January 2013 are members of the Single Scheme.

Income and Expenditure Account for the year ended 31 December 2014

	Notes	Year Ended 31 December 2014 €	Year Ended 31 December 2013 €
Income			
Exchequer Grant	1	2,193,614	1,813,210
Registration Fees	2	450,381	393,153
Secondment Income	3	102,780	109,618
Employment Superannuation Deductions		41,239	36,429
		2,788,014	2,352,410
Transfer to Capital Account	13	(12,732)	(79,674)
		2,775,282	2,272,736
Expenditure			
Salaries	7	1,470,268	1,298,144
Staff Travel		25,820	30,684
Establishment Costs	4	42,298	40,825
Office Administration	5	524,992	332,475
Registration	6	196,645	186,807
Legal and Professional Fees	8	340,775	322,288
Education/CPD		59,322	49,034
Audit Fees		5,000	5,000
Depreciation		37,521	35,016
		2,702,641	2,300,273
Surplus (Deficit) for the year		72,641	(27,537)
Surplus at beginning of year		35,693	63,230
Surplus at end of year		108,334	35,693

All losses and gains are recognised in the Revenue Income and Expenditure account.
The Statement of Accounting Policies and Notes 1 to 18 form part of these Financial Statements.



Tom Jordan
Chairperson



Ginny Hanrahan
Chief Executive Officer

Date: 10th December 2015

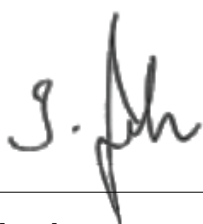
Date: 10th December 2015

Balance Sheet

as at 31 December 2014

	Notes	31 December 2014 €	31 December 2013 €
Fixed Assets			
Assets under Development	9	194,309	163,350
Tangible Assets	10	31,385	49,613
		225,694	212,963
Current Assets			
Cash at Bank		212,181	174,690
Debtors and Prepayments	11	34,689	25,988
		246,870	200,678
Creditors (Amounts falling due within one year)			
Creditor and Accruals	12	(138,535)	(93,645)
Provision	14	-	(71,340)
		(138,535)	(164,985)
Net Current Assets		108,335	35,693
Total Assets		334,029	248,656
Represented by			
Capital Account	13	225,695	212,963
Income and Expenditure Account		108,334	35,693
		334,029	248,656

The Statement of Accounting Policies and Notes 1 to 18 form part of these Financial Statements.



Tom Jordan
Chairperson

Date: 10th December 2015



Ginny Hanrahan
Chief Executive Officer

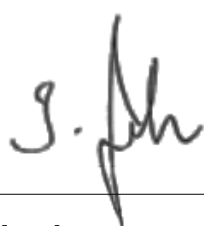
Date: 10th December 2015

Cash Flow Statement

for the year ended 31 December 2014

	Notes	Year Ended 31 December 2014 €	Year Ended 31 December 2013 €
Reconciliation of surplus to net cash inflow from operating activities			
Surplus/(Deficit) for the year		72,641	(27,537)
Depreciation charge	10	37,521	35,016
(Increase) in debtors		(8,701)	(7,395)
(Decrease)/Increase in creditors		(26,450)	121,908
Loss on disposal of fixed assets		21	1,928
Capital account movement		12,732	79,674
Net Cash Inflow from Operating Activities		87,764	203,594
Cash Flow Statement			
Net Cash Inflow from Operating Activities		87,764	203,594
Return on Investments and Servicing of Finance			
Capital Expenditure	9 & 10	(50,273)	(116,618)
(Decrease)/Increase in cash in the year		37,491	86,976
Reconciliation of net cash flow to movement in net funds			
Net increase in cash and cash equivalents		37,491	86,976
Net funds at beginning of year		174,690	87,714
Net funds at end of year		212,181	174,690

The Statement of Accounting Policies and Notes 1 to 18 form part of these Financial Statements.



Tom Jordan
Chairperson

Date: 10th December 2015



Ginny Hanrahan
Chief Executive Officer

Date: 10th December 2015

Notes (forming part of the financial statements)

1. Exchequer Grant	2014	2013
	€	€
Department of Health Vote 38 Subhead E1	2,050,342	1,682,194
Department of Health Vote 38 Subhead H (capital)	143,272	131,016
	2,193,614	1,813,210

2. Registration Fees	2014	2013
	€	€
Social Workers Fees	352,891	392,293
Speech and Language Therapists Fees	3,410	-
Radiographers Fees	84,780	-
Dietitians Fees	3,300	-
Assessment of Professional Competence Fees	6,000	-
Miscellaneous Income	-	860
	450,381	393,153

As part of the negotiation under the National Pay Agreement, the Government agreed that the registration and renewal fees were reduced from €295 per annum per applicant to €100 from 1st January 2013 until the end of 2016.

The application deadline for all existing social workers was 31st May 2013. The register opened for Radiographers on 31st October 2013 (commencing the 2 year transitional period) and the registers for Dietitians and Speech Language Therapists opened on 31st October 2014. Income shown in 2013 represents registration fees which were received in the period 1st December 2013 to 31st December 2013. Income shown in 2014 represents registration fees in the period 1st January 2014 to 31st December 2014.

3. Secondment Income	2014	2013
	€	€
Health Information Quality Authority (HIQA)	65,583	109,618
Houses of the Oireachtas	30,458	-
Department of Social Protection	6,739	-
	102,780	109,618

Included in Secondment Income are fees in relation 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 ceased in August 2014. Also included in Secondment Income are fees in relation to a staff member seconded to the Department of Social Protection since October 2014 and a staff member seconded to The Houses of the Oireachtas services since August 2014.

Notes (forming part of the financial statements)

4. Establishment and Accommodation Costs	2014	2013
	€	€
Repairs and Maintenance	210	1,621
Light and Heat	26,216	21,425
Cleaning	8,202	9,445
Insurance	2,787	3,488
Security	4,883	4,846
	42,298	40,825

5. Office Administration	2014	2013
	€	€
Telephone	15,784	17,495
IT Development and Strategic Planning	59,844	10,484
IT Licences and Maintenance	16,129	12,576
IT Support and Hosting	139,480	81,734
IT Security Audits	16,259	6,519
Insurance	10,290	-
Stationary and Office Expenses	45,582	38,799
Recruitment Charges and Agency Staff	23,215	12,935
Staff Training and Conferences	60,134	40,725
Chairpersons Stipend	8,978	8,978
Members Training	14,926	19,375
Board Expenses	82,984	62,800
Subscriptions	5,265	3,949
Bank Charges	3,877	2,147
Office Supplies and General Office Expenses	9,841	5,487
Printing and Publications	12,404	8,472
	524,992	332,475

5 (a). Council and Board Meeting Expenses Breakdown

	2014	2013
	€	€
Council Meetings - Meeting Costs	11,212	10,460
Council Meetings - Travel *	10,878	13,140
Election Costs	18,238	-
Sub-committee - Meeting Costs	842	1,887
Sub-committee - Travel	1,521	1,267
Registration Board Meetings (7 Boards) - Meeting Costs	13,767	6,232
Registration Board Meetings (7 Boards) - Travel	26,526	29,814
	82,984	62,800

*This includes €3,356 in relation to foreign travel in 2014 (2013: €3,530).

Notes (forming part of the financial statements)

6. Registration	2014	2013
	€	€
Applications Assessment and Processing	151,475	162,113
Public Consultation and Announcement	5,810	17,314
Process Mapping and Quality Improvement	39,360	7,380
	196,645	186,807

7. Salaries	2014	2013
	€	€
Salaries	1,375,673	1,171,503
Pension Costs	31,012	31,012
Outsourced Support	63,583	95,629
	1,470,268	1,298,144

The total number of WTE employed by the Council at the end of the year was 26.5 in addition to the CEO (2013 - 20). The charge includes costs relating to staff members who were seconded during the year but are not included in WTE.

	2014	2013
	€	€
Total salaries paid	1,375,673	1,171,503
Costs of seconded staff (not included in WTE)	(102,780)	(109,618)
Costs of staff	1,272,893	1,061,885

€55,212 (2013: €49,007) of pension levy has been deducted from salaries and was paid over to the Department of Health.

Chief Executive Officer's Remuneration

Beaumont Hospital recharges the Council for the CEO's salary costs. The total amount reimbursed to Beaumont Hospital in respect of the CEO's salary in 2014 was €98,460 (2013: €99,281), pension €19,870 (2013: €20,463) and an administration charge of €750 (2013: €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 and Subsistence totalling €8,020 in 2014 (2013: €8,896) which includes foreign travel amounted to €6,312 in 2014 (€6,705 in 2013).

Notes (forming part of the financial statements)

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

	2014 Stipend	2014 Expenses	2013 Stipend	2013 Expenses
	€	€	€	€
Tom Jordan	8,978	2,497	8,978	1,096
	8,978	2,497	8,978	1,096

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

8. Legal and Professional Fees	2014 €	2013 €
Legal Fees - General	17,592	48,738
Legal Fess - Regulatory	43,798	31,951
Legal Fees - Fitness to Practise	71,013	6,251
Accountancy Fees	99,520	97,735
Procurement	21,868	13,175
Risk Management	6,981	13,106
Data Protection/Document Management	-	1,135
Stakeholders' Management and Communications	48,066	44,874
Organisation Development and Internal Audit	18,964	60,532
Health and Safety Management	3,983	640
Strategy Development	8,990	4,151
	340,775	322,288

9. Assets Under Development

HSCPC Registration/Education/Case Management System

Cost	€
Cost as at 1 January 2014	163,350
Development costs capitalised	30,959
At 31 December 2014	194,309

Development costs of the system are capitalised as they are incurred. Depreciation of the asset will not commence until the asset is in use.

Notes (forming part of the financial statements)

10. Tangible Fixed Assets	Fixtures and Fittings	IT/Office Equipment	Total
Cost	€	€	€
Cost as at 1 January 2014	26,032	150,001	176,033
Additions in year	2,692	16,621	19,313
Disposals in year	(1,580)	-	(1,580)
At 31 December 2014	27,144	166,622	193,766

Depreciation

Accumulated Depreciation at 1 January 2014	17,855	108,565	126,420
Depreciation in year	3,462	34,059	37,521
Disposals in year	(1,560)	-	(1,560)
Accumulated Depreciation at 31 December 2014	19,757	142,624	162,381

Net Book Value

At 31 December 2014	7,387	23,998	31,385
At 31 December 2013	8,177	41,436	49,613

11. Debtors and Prepayments

	2014	2013
	€	€
Other Debtors	6,739	9,303
Prepayments	27,950	16,685
	34,689	25,988

All debtor balances are deemed recoverable within one year.

Notes (forming part of the financial statements)

12. Creditors (amounts falling due within one year)	2014	2013
	€	€
Trade Creditors	3,039	-
Value Added Tax	8,522	-
PAYE	30,783	-
Credit Card	1,118	1,799
Accruals	57,688	88,301
Professional Services Withholding Tax	37,385	3,545
	138,535	93,645

13. Capital Account	2014	2013
	€	€
Balance as at 1 January 2014	212,963	133,289
Transfer to Income & Expenditure account:		
Funding to acquire fixed assets	50,273	116,618
Less: Amount required on disposal of assets	(20)	(1,928)
Less: Amortisation in line with depreciation	(37,521)	(35,016)
	12,732	79,674
Balance as at 31 December 2014	225,695	212,963

14. Provision

In the 2013 financial statements, a provision of €71,340 in relation to service contract completion for registration, application processing and related support service on-going at year end had been provided for in the financial statements.

15. Office Accommodation

The Council occupies premises in Beacon Court, Sandyford, Dublin 18, which it has licenced from the Health Information and Quality Authority (HIQA) until 2016. The office accommodation was provided in kind. The value of this benefit-in-kind equates to an estimated €380,000 annually.

16. CORU Capital Commitments

CORU has commitments in respect of an ICT expenditure project that relates to the creation of a HSCPC Registration/Education/Case Management System. The project and expenditure is spread over a 5 year phase. At the balance sheet date, CORU had outstanding commitments for future payments on the project, which is estimated to be €116,817.

Notes (forming part of the financial statements)

17. 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.

18. Approval of Financial Statements

The Financial Statements were approved by the Council on the 19th March 2015.

E: info@coru.ie
www.coru.ie

ISBN 978-1-4064-2915-2



9 781406 429152