



**Ag Rialáil Gairmithe Sláinte
agus Cúraim Shóisialaigh**

Regulating Health +
Social Care Professionals

Appeals Committee

Public Interest Member Specifications

June 2022

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



About CORU

CORU is Ireland's multi-profession health regulator. 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. Read about our [role and responsibilities](#) on our website.

CORU was set up under the [Health and Social Care Professionals Act 2005](#) (as amended). It is made up of the Health and Social Care Professionals Council and the Registration boards, one for each profession named in the Act.

Appeals Committee

As part of its statutory objective to protect the public, CORU requires people for appointment to an Appeals Committee to make decisions on registration and recognition appeals. The Appeals Committee is established under Section 23 of the Health and Social Care Professionals Act 2005, as amended ("the Act").

As part of its on-going commitment to good governance, CORU is seeking expressions of interest from suitably qualified individuals for the role of Public Interest member of the Appeals Committee. A panel of shortlisted applicants will be formed, from which future vacancies may be filled.

The function of the Committee

Registration Boards at CORU make decisions on applications for registration and recognition. Where an applicant is refused registration or recognition, they are entitled to apply for cancellation of that decision.

In addition, recognition applicants can apply for a direction to the Registration Board in relation to a failure to acknowledge their application or failure to notify them of a decision within the statutory timeframe.

Registration and Recognition Appeals are conducted in accordance with the Appeals Process set out at Appendix 2.



Appeals Committee

When hearing an appeal, the Appeals Committee will sit in panels of three members composed as follows:

- A public interest member (Council or non-Council member),
- A member from another profession (Council or non-Council member); and
- A member from the profession of the appellant (non-Council member).

The Appeals Committee must have a minimum of one Council member.

The Chairperson of the Appeals Committee panel shall be either the public interest member or the member from another profession.

Appointments will be for a period of three years.

The Appeals Committee sits in private and can consider several appeals in a single meeting.

Responsibilities for the role of a Committee member:

Committee members will work together to consider information and evidence presented to them as the Appeals Committee.

Committee members will demonstrate fairness and consistency in the application of the principles of natural justice and high quality regulation.

The Appeals Committee will have to reach well-reasoned and fair decisions within the parameters of the Act.

To hear appeals relating to the following:

- Decisions of a Registration Board to refuse registration to an applicant;
- Decisions of a Registration Board not to recognise the professional qualifications of an applicant;
- Decisions of a Registration Board that there has not been successful completion in the State of an aptitude test or adaptation period;



- Failure of a Registration Board to acknowledge receipt of a recognition application within the statutory timeframe;
- Failure of a Registration Board to notify a recognition applicant of a decision within the statutory timeframe.
- To consider information and evidence from a range of sources and provide clear and consistent decisions regarding any opinions formed.
- To proactively work with other committee members to ensure appeal hearings are conducted fairly and efficiently.
- To maintain competence in the skills required by committee members by attending training provided by CORU, and keeping up to date with changes in processes or procedures notified by CORU.

Specific tasks of the Committee include:

Skills, Knowledge and Abilities:

Essential

You must have:

- A clear understanding of the importance of upholding the public interest in high quality, efficient, consistent and fair regulation.
- A proven ability to contribute to objective decision-making by exercising sound judgement.
- Excellent oral and written communication skills and interpersonal skills, including the ability to communicate professionally with a range of stakeholders.
- Proven ability to grasp the detail of a wide range of issues.
- Demonstrable experience of contributing to and encouraging ways of working that support public accountability.
- Demonstrable ability of combining strategic thinking skills with attention to detail and understanding of reputational and other risks.
- A commitment to the seven principles of public life (see appendix one).
- A clear understanding of the importance of upholding public interest in high quality, efficient, consistent and fair regulation.
- Good oral and written communication skills and interpersonal skills, including the ability to communicate professionally and build key relationships with a range of stakeholders.
- Ability to interact with other committee members in a group setting, valuing the contributions of all members



- Critical thinking skills with a proven ability to grasp the detail of a wide range of issues.
- A demonstrable understanding of upholding the public interest, understanding of CORU's function, and an appreciation for the system of regulation.
- A proven ability to contribute within a diverse group of people with objectivity, independence, diligence and in good faith.
- Ability to work as a Non-Executive member on a committee.
- The time and personal commitment to perform effectively.
- Computer and IT literacy of a sufficient level to work in a paperless environment if required.

Desirable

- Experience or demonstrated knowledge of a similar committee.
- Knowledge of professional regulation and an understanding of the health and social care professionals.
- Experience of quality assurance.
- Experience of risk management.
- Development and review of policy and standards.

Time commitment

CORU currently has over 20,720 registrants and it is anticipated that the number of appeals will increase as registrant numbers increase.

The time commitment for committee members is estimated as being in the region of 4-5 working days with additional time for reading. Attendance at training will also be required.

Due to the specific requirements of a variable caseload, there is no guarantee of the amount of work offered to individual committee members.

Committee meetings may be held virtually or at the CORU office in the Infinity Building, Smithfield, Dublin 7. Meeting papers are normally circulated via email, a week in advance of the meeting.



Training

CORU is committed to the training of Appeal Committee members.

Comprehensive training will be arranged as soon as possible following appointment of members to the Appeals Committee.

Committee members will not receive payment from CORU for attending training.

Fee and expenses

There is NO fee for attending Committee meetings. Travel and subsistence expenses can be claimed through the Finance Unit in Corporate Services for expenses incurred for travelling to meetings.

Submitting your Expression of Interest

If you are interested in becoming a member of the Committee, please complete the accompanying application form, available on our website. Only applications made using this form will be accepted.

Please send the completed application form to **recruitment@coru.ie**.

For further information on CORU, please visit www.coru.ie.

Appointment Process

Expressions received will be assessed and reviewed against the criteria for the role. The process may include;

- Internal/External scoring.
- Consideration of the application.
- Any other selection method deemed appropriate.

It is intended to create a panel from which members may be appointed to the committee when vacancies arise, provided that the necessary competencies required by the Committee are available from the panel. Placement on the panel, does not however guarantee appointment to the Committee.



Expressions will be submitted via the Nominations Committee for recommendation to the Council. All appointments to the Committee are subject to the approval of Council.

All applicants will be contacted following review of the applications received regardless of whether they are successful or not. CORU is committed to a policy of equal opportunity and to creating a positive and diverse working environment in which all its employees and office holders are respected and valued, and can reach their full potential.

The successful candidate will be notified in writing and contacted by the Executive to arrange induction training.

Data Protection

CORU will process any personal data provided by you in connection with an application for this role in accordance with the General Data Protection Regulation and the Data Protection Acts 2018. The data will be kept for no longer that is necessary for the purposes for which that data are processed, and it shall be kept in a manner that ensure appropriate security of the data including the unauthorised or unlawful processing of data.

If your application is successful for the role as external member on the Committee, then your personal data will continue to be processed in accordance for the specified reason of Committee membership and your data will not be held longer than is necessary.

CORU may disclose the data that you provided on the application form to external sources for the following reasons – where there is an external assessor assisting in the shortlisting for the vacancy on the Committee of Council to which you have applied, and to internal and external auditors.



Appendix 1

The seven principles of public life:

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organizations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interests.

Leadership

Holders of public office should promote and support these principles by leadership and example.