

**Forty Ninth Meeting of the RCT Management Panel
Summary minutes of the meeting held at IPEM Office in York
Wednesday 8th June 2016**

1. Minutes of the 48th RCT Management Panel Meeting (February 2016)

The minutes of the previous meeting were accepted as a true and accurate record.

2. Matter arising/actions

Matters arising and actions had already been completed or were on the agenda for today's meeting.

4.1 Update on equivalence routes

The first applicant had been successful through the equivalence route and the physics route is now open for applications. The applicant's report has been anonymised and is available as an example of a good/successful application. All necessary documentation has been uploaded to the RCT website. Documentation will be reviewed every two years although updates and amendments can be made at any time if necessary.

The September or December issue of SCOPE will contain an article on equivalence routes.

4.2 Update on CPD audit

The CPD audit took place on 17 and 18 May and 62 RCT registrants were selected.

A policy will be drafted to include the following points:

- The CPD process timeline and expectations of submissions including the opportunity to be pre-selected for the subsequent year due to an approved deferral reason such as maternity/paternity, illness, study leave, etc.
- Any registrants not submitting CPD by the deadline without an acceptable deferral reason will be removed from the register.
- The successful CPD results and how these will be provided to registrants.
- The unsuccessful CPD results and the consequences of these.

3. Strategic future of the RCT

5.1 Future of the RCT

The RCT will remain independent for now given its current strong position, the uncertainty surrounding the future of professional regulation and the risks to the RCT's registrants of merging with another register at this point.

5.2 Promotion of the RCT

The Registrar is due to attend and speak at various events such as MPEC and a local NPAG meeting to discuss the promotion of the RCT. More support from the Department of Health and employers for the RCT is required.

5.3 RCCP/AHCS statement

This item is covered in item 5.1 above.

5.4 Relationship with the University of Cumbria

There have been communications with the University of Cumbria following notification that they appeared to be promoting the Academy register over the RCT register to their trainees and that they were mis-informed regarding the RCT's PSA accreditation status. The University responded positively and advised that they did not promote one of the registers over the other although acknowledged they had been incorrect about our PSA status.

6. PSA re-accreditation

6.1 Re-accreditation

The paper and all supporting documentation were presented with a request for the application to be approved by the panel, ready for submission to the PSA.

7. Policies

7.1 Criteria and mechanism for managing registration while investigations ongoing

The paper was presented with a request for a decision on whether such criteria and a mechanism should be developed as recommended by the PSA. It was agreed that this should be developed.

7.2 Guidelines on cases suitable for formal/informal resolution

The paper was presented and explained with a request to approve the wording suggested to be used on the RCT website in respect of complaints handling. The panel agreed that the suggested wording could be used.

8. Risk and reports

8.1 Risk register

The paper was presented and explained with attention drawn to point 32 that had been added to the register. This was the risk of clinical technologists being required to work beyond their competence without the necessary additional training due to work pressures or staff shortages. The panel discussed the new risk and the controls in place to reduce the risk and felt that the risk factor calculations could be reduced.

9. Disciplinary issues

9.1 Disciplinary cases

There were no disciplinary cases to comment on.

9.2 Report on April PCC training day

The training day that had taken place in April which was extremely successful. The training materials used had also been developed into a new policy on choosing the right sanction which will be available to hearing panels in future. This training will be repeated annually.

9.3 Lay people for PCC

Additional lay people are required for PCC hearing panels and we will be looking to undertake work to recruit lay people to the RCT's professional conduct committee for this purpose.

10. Use of RCT post-nominal by registrants

Post-nominals should be available by registrants. The designation will be 'RCT' or 'RCTR' (RCT Registrant) and this will be launched with the certification mark which was raised in paper 5.2.

11. SCOR guidance on technologists' scope of practice

No action is necessary at present.

12. Any other business

Andy Iles is leaving his post as assistant registrar in September 2016. Iain Threlkeld has been approved to take over this role. Andy Mosson's Registrar term ends in September. In order that the registrar and assistant registrar posts do not change at the same time Andy Mosson is to remain as Registrar for the time being. With Iain Threlkeld moving to the assistant registrar role there is now a vacancy on the panel for an IHEEM representative.

13. Dates of next meetings

12 October 2016 (11am-3pm)

Week commencing Monday 6 February 2017 (likely to be Wednesday 8 February)

Week commencing Monday 5 June 2017 (likely to be Tuesday 6 June)