59th meeting of the RCT Management Board (RCT MB)
Minutes of the meeting held at IPEM Office in York
Thursday 17 October 2019

1. Apologies, welcome and introductions
The new ART representative was introduced.

2. Declaration of interest
There were no declarations of interest from anyone in attendance.

3. Minutes of the 58th RCT Management Panel Meeting (6 June 2019)
The minutes of the previous meeting were accepted as a true and accurate record. Completed actions have been removed from the log.

4. Matters arising/actions
The action for the Registrar to provide statement text about the opening up of scopes of practice for the purpose of public protection has not been completed but will be written as part of the wider publication of the new scopes of practice and the guidance notes for further submissions.

The action to produce an updated pie-chart for registrants' information has not been completed. The decision was taken to produce this later in the year when the announcement of the 2020 RCT fees is published.

The action to provide an article for Scope about the future of the RCT, collaboration and expansion of scopes of practice has not yet been completed but will be written as part of the publicity around the opening up of the RCT to new scopes of practice once clinical computing goes live.

5. Policies for renewal/approval
There were no policies due for renewal or approval.

6. Other documentation reviews
6.1 Guidance notes for proposing a new scope of practice
The guidance notes for new scopes of practice were discussed and approved by the board. These will then be made public as part of a wider publicity campaign around the new clinical computing scope as well as the opening up of the register to new scopes of practice.

6.2 Clinical Computing scope of practice
Discussion around clinical computing scope of practice and documents submitted by the task and finish group. RCT MB approved in principle the clinical computing scope of practice and agreed that it can be included as a new scope of practice subject to a successful pilot.

One change requested to the criteria and guidance notes. The Registrar to return to the Task and Finish group for further discussion.

There was discussion about how to handle those already on the RCT who may wish to 'career change' to this new scope. Agreement that there should not be a simple swap but the usual career change procedure should be followed, with guidance provided by an assessor or the registrar to anyone wishing to do this and for the assessor to determine how much evidence was required.

7. Risk and reports (standing items)
7.1 Risk register
Discussion on new additions following recommendations from the PSA around safeguarding. The risk register will be amended accordingly.

7.2 Report on registrant numbers and characteristics
Discussion on statistics.

8. Strategy to increase registrant numbers (standing item)

There was a discussion around increasing numbers and whether the PSA should write to the CQC and the ICLA (NI version of CQC) so these bodies can ask trusts, during inspections, about ensuring their staff are registered. It was suggested that the Membership & Training Manager ask at the next Accredited Registers Collaborative meeting whether the PSA would consider this.

9. Fitness to practise issues

9.1 Fitness to practise cases

There was nothing to report under this agenda item.

9.2 PCC meeting and training

There was nothing to report under this agenda item.

10. Professional Standards Authority and Accredited Registers Collaborative business

10.1 PSA 2019 Annual Review Report of RCT - outcome

The MB focussed on main points they have identified from the report. Discussion around recommendation from PSA that RCT should look into why there has been a lack of engagement from registrants around CPD. The Registrar to complete the Registrars CPD update again but this time focus on the increase in standards but the drop off in engagement and try to ensure that the message comes across that it isn't hard to keep CPD records. All the MB who are on the RCT are expecting to be audited next time so the Registrar to include this in his update. Note item 11 also covered under this discussion point.

10.2 RCT/RCCP MoU

Background provided to the RCT/RCCP MoU with agreement the document should be uploaded to the RCT website and publicised accordingly.

11. CPD Audit

See agenda item 10.1.

12. Any other business

12.1 RCT website list of educational programmes

In respect of the RCT website list of academic programmes the MB unanimously agreed to remove all courses and link instead to current approved list on the national school website.

13. Date(s) of next meeting(s)

Dates for February and June 2020 will be established via doodle poll shortly.