

Role	Registrant Member of the Register of Clinical Technologists (RCT) Professional Conduct Panellist
Term of office	3 years (members are eligible to serve 3 x 3 year terms providing they can show that they continue to meet the eligibility requirements for this role).
No of Meetings	1 Annual meeting (online) Fitness to Practice hearings as required online
Appointment starts	As soon as possible
Description of the role	• Complete induction e-Learning and attend the annual training/ meeting. • Participate in discussion panels electronically to discuss particular cases, as and when cases occur • Chair investigatory, health or conduct panels if required (health or conduct panels are usually chaired by a lay member but it may be necessary on occasions to ask a Registrant member to chair a panel). • Investigate or hear cases of alleged breach of the RCT Code of Professional and Ethical Conduct, adhering strictly to the disciplinary procedure and guidance provided to Professional Conduct Group members to ensure legal and best practice compliance. • Maintain strict confidentiality of all material relating to complaints of breach of the Code, and all subsequent proceedings and records.

Eligibility Requirements

Area	Eligibility Requirements
Experience	• Be a Registrant on the Register of Clinical Technologists • Preferably experience in a managerial role with staff management responsibilities. • Experience of handling disciplinary cases in employment would be an advantage but is not essential • Demonstrable commitment to upholding standards of professional and ethical conduct. • Experience of quickly analysing information to reach reasoned and justifiable decisions. • Experience of promoting equality and diversity.
Skills /attributes	• Proven analytical and decision making skills. • Be able to grasp detail and contribute to objective decision-making by exercising sound judgment. • Good oral and written communication skills. • Actively listen to others and have regard for their views. • Ability to make reasoned, unbiased and, on occasion, very challenging decisions affecting other people. • Demonstrable integrity and respect for others. • Understanding of the need to handle sensitive and confidential information appropriately and in line with RCT guidelines.

Creating panels for cases

In putting together Investigatory and health/conduct panels to handle cases, in accordance with the RCT disciplinary procedure, it is expected that Registrant Members have the skills listed in the table, above.

Panel members' individual knowledge or background will not be used to establish the facts of the case, which will rely on the evidence presented; nor will their knowledge and background be used to provide expertise in specific fields, for which independent expert witnesses can be called.

An RCT Professional Conduct Group Handbook is available, and training will be given to panel members each year to help them undertake this role.

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