

Fitness to Practise Forum

Conduct and Competence Committee

Wednesday 23 April 2008, 13.30

The second Conduct and Competence Committee of 2008 will be held in:

Council Chamber
Park House
184 Kennington Park Road
London SE11 4BU

Steve Rayner
Secretary to the Committee
Friday 11 April 2008

Health Professions Council
Park House
184 Kennington Park Road
London SE11 4BU

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Agenda part one (open to members of the public)

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| 1. Apologies for absence | verbal |
| 2. Approval of agenda | verbal |
| 3. Signing of agreed 19 February 2008 committee minutes
Steve Rayner, Secretary to the Committee | enclosure 1
paper CC08/08 |
| 4. Matters arising from committee of 19 February 2008
Steve Rayner, Secretary to the Committee | enclosure 2
paper CC09/08 |
| 5. Chairman's report | verbal |

Items for approval

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|---|-------------------------------------|
| 6. External review of complaints literature
Kelly Johnson, Director of Fitness to Practise | see enclosure 4
FtP forum agenda |
| 7. Fitness to practise annual report 2007-2008
Kelly Johnson, Director of Fitness to Practise | see enclosure 5
FtP forum agenda |
| 8. Equality and diversity scheme demographic data reports
Eve Seall, Head of Case Management | see enclosure 6
FtP forum agenda |
| 10. Case to answer practice note
Eve Seall, Head of Case Management | see enclosure 7
FtP forum agenda |
| 11. Equal treatment practice note
Kelly Johnson, Director of Fitness to Practise | see enclosure 8
FtP forum agenda |

Items to note

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| 12. Feedback report
Alison Abodarham, Hearings Manager | see enclosure 11
FtP forum agenda |
| 13. New publications
Kelly Johnson, Director of Fitness to Practise | see enclosure 12
FtP forum agenda |
| 14. Health and character review
Eve Seall, Head of Case Management | see enclosure 13
FtP forum agenda |
| 15. PKF accountants audit report
Kelly Johnson, Director of Fitness to Practise | see enclosure 14
FtP forum agenda |
| 16. FtP 2008-2009 forecast
Kelly Johnson, Director of Fitness to Practise | see enclosure 15
FtP forum agenda |

17. 2007-2008 review of practise committee action points see enclosure 16
Steve Rayner, Secretary to the Committee FtP forum agenda

18. Date and time of next meeting:
Wednesday 17 September 2008, 1030am (FtP Forum)

Friday 14 November 2008 1100am
Thursday 12 February 2009 1100am
Friday 24 April 2009 1030am (FtP Forum)

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