



Education and Registration Standards Committee

19 September 2013

Registration Assessor recruitment, appraisal and training update

Classification	Public.
Purpose	For noting.
Issue	The General Osteopathic Council has recently undertaken a recruitment exercise to appoint new registration assessors and reviewers. Training and appraisal will take place shortly. This paper provides an update on progress.
Recommendation	To note the progress made with registration assessor and reviewer recruitment, training and appraisal.
Financial and resourcing implications	None.
Equality and diversity implications	None.
Communications implications	A list of the full registration assessor and reviewer pools will be published on our website in due course and an article on the new appointments including short biographies of all the assessors and reviewers will be featured in our magazine for October/November 2013.
Annex	Registration Assessor/Return to Practice Reviewer training specification.
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Background

1. The General Osteopathic Council (GOsC) Business Plan, section 1.2 states that we will 'plan and organise GOsC registration assessors' appraisal and training to ensure that they are maintaining the skills required to assess whether registration applicants meet our standards to ensure patient safety.
2. As part of the development of the training and appraisal system, in September 2012, the Education Committee agreed that a recruitment exercise should be undertaken to increase the size and diversity of the assessment and review pools. These pools are as follows:
 - a. Non-UK Qualification Assessor – the role is to assess the equivalency of non-UK osteopathy qualifications against UK osteopathy qualifications.
 - b. Further Evidence of Practice Assessor – the role is to assess written evidence of practice submitted by non-UK qualified osteopaths as part of their application for registration with the GOsC.
 - c. Assessment of Clinical Performance Assessor – the role is to review a written reflection submitted by UK-registered osteopaths or applicants for registration who have been out of practice for more than 24 months.
 - d. Further Evidence of Practice Reviewer – the role is to assess the management of two new patients in a clinical setting by an osteopath who is either a non-UK qualified applicant for registration or is a UK-registered osteopath who has been asked to complete the assessment as part of a Fitness to Practise finding.
3. On 20 September 2012, the Education Committee considered the development of the appraisal system and agreed that the scheme would be developed on the basis of self-reflection.
4. On 27 November 2012, the Education Committee received an update about and an evaluation of the registration assessor and reviewer training event that took place on 19 September 2012. The evaluation concluded that training could 'be considered a success as most of the feedback in the questionnaires was recorded in the positive. Overall respondents found it a useful event and had few suggestions for improvement.' The training was undertaken by the same team that has revised the assessment and review documentation to align it with the revised *Osteopathic Practice Standards* which came into force on 1 September 2012.
5. On 14 May 2013, the Education and Registration Standards Committee (ERSC) received an update about the recruitment exercise. This paper provides a further update about the recruitment exercise, appraisal and plans for the annual training of the assessors and reviewers.

Discussion

Recruitment

6. The recruitment exercise has now been completed overseen by a recruitment panel comprising:
 - Geraldine Campbell (chair) – Council and ERSC lay member
 - Brian McKenna – Council and ERSC osteopath member
 - Jane Fox – ERSC lay member
 - Steven Bettles – representative of Council for Osteopathic Educational Institutions (acting in an observer capacity at the interview stage only).
7. Interviews took place on 18, 19 and 20 July 2013, with the Professional Standards Manager in attendance to support the panel.
8. Following the interviews, the panel agreed to appoint 12 new assessors to complement the existing 11 assessors. A list of the full registration assessor and reviewer pools will be published on our website in due course and an article on the new appointments will be featured in *The Osteopath* magazine for October/November 2013
9. All appointments should be confirmed by the end of August 2013.

Training

10. All assessors and reviewers (both existing and newly appointed pools) will undertake training relevant to the roles they are undertaking on 2 and 3 November 2013. The training will be delivered by the same team which undertook the training last year (the Quality Assurance Agency (QAA) and includes an osteopath education specialist and the GOsC. The training programme will take into account the evaluation feedback and learning points noted by the Committee at its meeting in November 2013.
11. A copy of the specification for the training day is attached at Annex A.

Appraisal

12. A pilot appraisal scheme based on a modified Council appraisal scheme has been adapted to take account of the Committee discussion in September 2013. The process will initially be led by the Chair of the ERSC and is expected to take place during autumn 2013.
13. It is expected that the appraisals, this year, will involve the facilitation of a reflective conversation about the following:

- how the appraiser feels the past year has gone, exploring what has gone well and what has gone less well,
- what feedback the appraiser has sought about their own performance in the role from colleagues,
- what Continuing Professional Development (CPD) the appraiser has undertaken in order to ensure that they stay up to date in their role,
- what CPD the appraiser will need to undertake during the next year,
- feedback from the appraiser about the annual training provided by GOsC, the appraisal and any next steps.

Recommendation: to note the progress made with registration assessor and reviewer recruitment, training and appraisal.

Registration Assessor/Return to Practice Reviewer training specification August 2013

Attendees: New and existing appointments.

Outcomes of Training:

1. Assessors and reviewers will have a clear understanding of the assessment process involved
2. Assessors and reviewers will have a clear understanding of the assessment criteria involved
3. Assessors and reviewers will have a clear understanding of the reporting process and how to give feedback, plus what happens after the assessment.
4. Assessors and reviewers will have opportunity to practice processes in simulated setting using case materials
5. For Assessment of Clinical Performance assessors – a simulated role play and/or shadowing should be employed.
6. All assessors and reviewers to be able to demonstrate awareness of the requirements of the Equality Act 2010 and ability to implement specific implications in relation to the assessment processes.

Non-UK Qualification Assessor/Further Evidence of Practice

A half day training event to incorporate:

- Introduction to the process for new applicants including an introduction to the Osteopathic Practice Standards and the QAA Benchmark statement for osteopathy
- Simulated evaluation exercise working in pairs to review and moderate case scenarios
- Report writing/feedback exercise including how to construct the report and the information required by GOsC for applicants
- Explanation of process after assessment and next steps.

Assessment of Clinical Performance

A one and a half day training event which will include one day shadowing an actual assessment

Day 1 (1/2 day)

- Introduction to the process for new applicants including an introduction to the Osteopathic Practice Standards and the QAA Benchmark statement for osteopathy
- Simulated role plays working in teams which will include observation, verbal questioning and moderating skills
- Report writing/feedback exercise which will include skills in decision making, how to construct the report and the information required by GOsC for feedback to applicants
- Explanation of process after assessment and next steps.

Day 2 (1/2 – 1 day arranged by the GOsC)

For new applicants only shadowing of existing ACPs to familiarise with process

Return to Practice

A half day training event to include:

- Introduction to the process and introduction to the Osteopathic Practice Standards for new applicants.
- Role play exercises in supportive questioning and how to explore development areas.
- Report writing/feedback exercise which will include knowledge and skills in how to construct the report and the information required by GOsC for feedback to applicants.
- Explanation of process after review and next steps.