



JCCP Board of Trustees Meeting

Date of meeting: 22/09/2021 13.00 – 16.00

Location: Virtual

Welcome, Apologies and Declarations of Interest

Paul Burgess	✓
Claire Cherry	✓
Alex Armstrong	Apologies
Andrew Rankin	✓
Joan Scott	✓
Caroline Larissey	✓
David Sines	✓
Dawn Knight	✓
Eddie Hooker	✓
Mary Lovegrove	✓
Paul Charlson	Apologies
Sally Taber	Apologies
John Underwood	✓
Tracey Bell	Apologies
Mark Mikhail	Apologies
Victor Ktorakis	✓
Alicia Greenwood	Apologies
Sharron Brown	✓
Dr Martyn King	✓
Wendy Rogers	Apologies
Michael Smith	Apologies
Stacey Brazier	✓

Gillian Kennedy	✓
Kirsty Ben-Harris	✓
John Elder	✓

No additional declarations of interests were declared.

1. Minutes of JCCP Board of Trustees 28th July 2021

The minutes were agreed as a true and accurate record.

2. Matters Arising

a. PSA Annual Review Update

DS informed the Trustees that the JCCP had recently met the PSA and agreed a number of items including:

- Matters relating to one outstanding condition relating to registrant data recording
- Auditing processes
- Registrant data checks
- Renaming role of Executive Chair to Executive Chair and Registrar
- Clarification of issues associated with qualifications and equivalences.

JCCP to report back to PSA in November 2021 on outstanding matters.

PSA Consultation – New Structure and Fees

DS reported that the JCCP had agreed a schedule of staged payments to meet the additional PSA fees introduced by the PSA earlier in the year.

b. Trustees

DS reminded Trustees that Lorna Kidd had now formally resigned from the JCCP Board. DS asked DK to see if she could identify another Patient Representative for the Board and asked all Trustees to do the same. Martyn King indicated that he knew of a potential candidate.

Action: MK to provide details to DK and DS.

3. Items for Approval

a. JCCP Marketing and Communications Strategy/Plan

JU presented the revised Communications and Marketing Strategy Plan and indicated that it had received approval from the JCCP Marketing and Communications Committee with two additions:

- Decision to compile a glossary of key terms used by the sector.
- A schedule of key trigger points over the next twelve months when the JCCP should seek to maximise coverage on all media channels.

AR asked that attention be given to promoting the registrants to the consumers. DK noted that this could be enhanced via the new JCCP@me website.

The Board of Trustees formally approved the Marketing and Communications Strategy.

4. Items for Discussion

a. JCCP Risk Registers

Updated registers were noted without any request nor further amendment. It was agreed that the PRIT Committee would review the Risk Registers at its meeting prior to each Board.

Action: KBH

b. Insurers Project

EH reported on this item later in the meeting. EH provided the following update:

- A draft paper had been produced using elements of the 10-point Plan and the direct experience of HF and other insurers in the sector.

Action: Draft document and charter to be considered at further scheduled meeting between HF, DS, PB and AR. Report to next Board meeting.

c. Corporate Membership Group (CMG)

PB provided an update on the latest progress with the JCCP CMG and indicated that a Press Release had been agreed announcing the initial members.

d. JCCP Stakeholder Council

DS referred Trustees to the paper setting out dates, arrangements and format for the next meeting of the Stakeholder Council to be held on 9th November 2021.

e. Complaints Reporting

DS welcomed the quarterly report from ST who had sent apologies for this meeting. It was noted that DS and ST had met with other Trustees to review JCCP policies in this area as it was being inundated with a wide range of complaints, many that were outside of the scope of the JCCP's mandate to deal with. An agreement had been reached as to which complaints would be dealt with and those which were not relevant to the JCCP. A high number of complaints about training companies was noted. Trustees were advised that a range of actions had been recommended following this review meeting, which will be followed through by **ST and DS**.

5. Items for Information

JCCP National Campaigns

- DS reported that work with the **Mental Health Foundation** has now been completed following the production of three information guides which were published on 19 July 2021. The guides were targeted at young adults, parents and older adults. MHF had now agreed that these can be used on the new JCCP Consumer website. **Action - JU**
- **Safety and Beauty** –Meeting to be held tomorrow. Report back at next meeting. **Action: CL**

Political Activity

DS reported that there had been considerable political activity since the last meeting with particular reference to:

- Health and Care Bill – to be enacted by April 2022.
- Structure of a national licensing scheme for aesthetics.

The JCCP are also looking carefully at the implications of any changes at the implementation of a new licensing framework/standard might have for registered healthcare practitioners who are already registered with the CQC. The JCCP policy position is to seek alignment of any forthcoming licensing conditions within the context of enhanced CQC registration requirements – further report to come to the Board – **Action – DS**

DS agreed to recirculate the recent briefing paper that had been prepared in partnership with the CIEH for MP's – **Action – DS**

ACE partnership

MK provided an update on progress with the ACE partnership:

- All ACE members who are insured with HF reminded of the current scheme for free membership of the JCCP.
- Joint ACE/JCCP stand and presentation at CCR Conference.

MK asked that the JCCP produce a short flier outlining the arrangements between ACE and the JCCP and benefits. **Action: JU/PB/AR/MK**

MK agreed to provide content for the new JCCP consumer website.

Trustee vacancies and Trustee Renewal Process

DS reported that a number of Trustees terms would finish early in. Action – DS to issue list of renewal dates for Trustees and prepare paper for next meeting on recruitment processes. **Action - DS**

a. Education and Training

MJL reported that the E & T Committee had recruited some new members including Sami Stagnell representing the College of General Dentistry. **Action: Isobel Martin (Admin Support) to circulate list of members of E & T Committee to Trustees.**

Fast Track Assessment Centres –Project with LearnA/USW in Cardiff has now been launched. Two current JCCP Approved Education and Training providers have approached the JCCP to seek agreement to ‘licence’ the current Fast Track Examination system for local geographical delivery. This request was approved subject to agreement that one national outcome assessment standard and governance procedure was put in place. **Action: ML/DS** report back at next meeting.

Specialist Registry mapping –DS confirmed agreement had now been reached with regard to the confirmation of equivalence between the GMC Specialist register examination standards for both Plastic surgery and Dermatology and the JCCP/CPSA Competency Framework standards. It was noted that a new College of General Dentistry had now been formulated. The College is seeking to develop its own membership examinations and will be working in close association with the JCCP Education and Training Committee seek alignment and equivalence to the JCCP Competency Framework.

BCAM Membership Examination – ML confirmed that the Education and Training Committee were assured that the standards that underpinned the new BCAM membership examination process demonstrated equivalence to the JCCP Competency Framework. The Trustee Board noted and approved a decision to grant such equivalence to the BCAM Membership Examination as recommended by the Education and Training Committee .

JE noted this matter and raised the issue of ‘grandparenting’ for experienced BCAM members. **Action - JE to review in further discussions with BCAM.**

DS indicated that he would also welcome discussions with the BACN as he was aware that they were reviewing their existing Competency Framework. **Action – DS/SB to discuss.**

Awarding Organizations Update – No new applications.

Applications by Education and Training providers – No outstanding applications.

Recruitment of Assessors – Three new Assessors have now been recruited Nurses – Jane La Ferla and Linda Mather, Dentist – Jeremy Isaacs.

a. Marketing and Communications

Minutes of the Committee

Noted.

Key opinion leaders

JU informed the Trustees that this area was being reviewed. DS requested that a meeting should be convened with all Key Opinion Leaders in order to discuss the role and contribution that they might make to the work of the JCCP in furtherance of the public protection agenda.

Action – Meeting with Key Opinion Leaders to be convened – PB/JU

Consumer website

PB reported excellent progress and on target for launch in January 2022.

b. Practitioner Register Committee

AR provided an update on progress at the PRC.

- Registrant numbers now circa 600.
- New Vice Chair appointed – Patrick Palmer – Northgate – will over issues around data collection and complications reporting.
- Sampling processes now back in place after curtailment during COVID crisis.

c. PRIT Update

KBH updated on the activities of PRIT.

- All corporate policies had now been reviewed, updated and under version control.
- In future all PRIT meetings will precede the Board meetings on the same day.
- Key item will be the review of the register management contract between HFR and the JCCP. Trustees agreed to delegate authority to PRIT to undertake this review and to report back to next meeting. **Action – PB/KBH**

d. CAG Update

AR provided an update on current projects:

- Safe and ethical product supply – project started. Agreed with MHRA to look at issue of parallel importing and unlicensed medicines.
- Dermal fillers – a new Working group has been established.
- Insurance Standards – reported earlier on the agenda.

Action- AR/PC report back at next meeting.

e. CPSA Update

DS reported no update with no representative from CPSA present.

Any Other Business

None.

6. Date of next meetings

24/11/2021 – 13:00 – 16.00 via Microsoft Teams