

05 December 2016

UKPHR wishes to appoint a Registrar

UKPHR invites applications for appointment to the post of Honorary Registrar. The post is unpaid except for reimbursement of expenses and support for Continuing Professional Development.

Overall purpose of UKPHR

UKPHR is the regulator for multi-disciplinary public health. It is the regulatory body for individuals working in the public health workforce and is principally for public health specialists and practitioners.

Overall purpose of the role

The Registrar is accountable to the Board of UKPHR as Responsible Officer.

The post holder will be responsible for leading UKPHR's regulatory function supported by UKPHR's Board and paid staff. The Registrar is responsible for ensuring high quality professional public health practice by all UKPHR's registrants.

The Registrar also shares with the Board responsibility for UKPHR's financial and operational sustainability and its effectiveness commensurate with leading a regulatory body.

The time commitment is variable but the Registrar can expect weekly involvement in registration activities. UKPHR's paid staff provide full administrative support.

Duties include:

- Accountable to the Board for the integrity of the register
- Responsible for the quality assurance of the processes for the assessment, registration, fitness to practise, revalidation and restoration of individuals
- Chair of the Registration Approvals Committee
- Attend meetings of the Board
- Uphold the standards UKPHR sets for admitting individuals to the register, ensuring that registrants maintain those standards in order to remain on the register and applying those standards whenever a question arises as to whether registrants should be removed from the register; following UKPHR's achievement of accreditation of its voluntary register by the Professional Standards Authority (PSA), UKPHR has also accepted the standards for voluntary registers set by PSA
- Apply, monitor compliance with, evaluate and review UKPHR's Code of Conduct
- Remove from the register any individual for good cause, including unfitness, breach of CPD requirements or failure to pay registration fees.

Contact:

For an informal discussion about the post and/or to request an information/application pack please telephone 0121 296 4370 and ask for David Kidney or email register@ukphr.org

Applications must be received on or before 4pm on Monday 09 January 2016

December 2016

Registrar

JOB DESCRIPTION AND PERSON SPECIFICATION

Responsible for UKPHR's registration services

Accountable to the Board of UKPHR as Responsible Officer.

Overall purpose of UKPHR

UKPHR is the regulator for multi-disciplinary public health. It is the regulatory body for individuals working in the public health workforce and is principally for public health specialists and practitioners who are not registered with another regulatory body.

Overall purpose of the role

The post holder will be responsible for leading UKPHR's regulatory function supported by UKPHR's Board and paid staff. The Registrar is responsible for ensuring high quality professional public health practice by all UKPHR's registrants.

The Registrar also shares with the Board responsibility for UKPHR's financial and operational sustainability and its effectiveness commensurate with leading a regulatory body.

Remuneration

The post is unpaid

All expenses incurred in connection with carrying out the post holder's duties will be reimbursed

Duties:

- Accountable to the Board for the integrity of the register
- Responsible for the quality assurance of the processes for the assessment, registration, fitness to practise, revalidation and restoration of individuals
- Chair of the Registration Approvals Committee
- Attend meetings of the Board
- Uphold the standards UKPHR sets for admitting individuals to the register, ensuring that registrants maintain those standards in order to remain on the register and applying those standards whenever a question arises as to whether registrants should be removed from the register
- Uphold the Accredited Register standards as required by the UKPHR register's accreditation by the Professional Standards Authority (PSA),
- Apply, monitor compliance with, evaluate and review UKPHR's Code of Conduct
- Remove from the register any individual for good cause, including unfitness, breach of CPD requirements or failure to pay registration fees
- Decide what information is required for consideration of the reinstatement of an individual including their standing, health professional competence and prescribing fees for reinstatement, assess that information and make a recommendation as to reinstatement
- Establish, operate, monitor, evaluate and review revalidation procedures, including postponing revalidation pending the outcome of a complaint against a registrant, and UKPHR's requirements for registrants' Continuing Professional Development (CPD)
- Select and maintain the pool of panellists to hear fitness to practise cases
- Provide (or arrange for the provision of) administrative support to fitness to practise panels but take no part in the panel's decision-making in relation to individual cases
- Inform individuals and employers of a decision to suspend or remove an individual's registration
- Recommend to the Board the appropriate levels of fees and charges which UKPHR should from time to time charge for registration and other services
- With the authority of the Board, remit or reduce the registration fee for an individual
- Uphold the good governance of all registration aspects of UKPHR's operations.

Essential Skills and knowledge:

- University Post-Graduate Degree or other relevant Qualification
- First-hand experience of operating and being responsible for regulatory processes
- Personal interest in, and experience of, aspects of public health, with particular regard to matters of regulation and/or workforce development
- Ability to provide concise and authoritative briefings, reports and summaries on matters relating to health and social care, especially public health, wellbeing and health inequalities
- Experience of dealing at senior levels with individuals, organisations and governments in matters relating to health and social care, especially public health, wellbeing and health inequalities
- Financial management including management and production of estimates and budgets
- Effective management of self and staff

Desirable Skills and Knowledge

- > Experience in Strategic Planning
- > Involvement in development of schemes of CPD and revalidation
- > Responsibility for arranging disciplinary or quasi-legal proceedings

December 2016

UK PUBLIC HEALTH REGISTER

Introducing UKPHR

UKPHR was established in 2003 as a voluntary register for multi-disciplinary public health professionals. Since then UKPHR has pursued its primary purpose of protecting the public from harm and its objectives of promoting public confidence in public health practice in the UK through being an effective regulator.

UKPHR provides public protection by ensuring that only competent public health professionals are registered and that high standards of practice are maintained. We will take action to remove individuals from the register if they fall below the standards of competence and conduct we require.

UKPHR registers three categories of public health professionals on its register accredited by the Professional Standards Authority:

**Public health specialists (both general and defined);
Public health Specialty Registrars; and
Public health practitioners.**

Registrants on the accredited register are working in the three domains of Health Improvement, Health Protection and Improving Health Service & Social Care Quality and three underlying functions – public health knowledge & intelligence, academic public health and workforce development.

UKPHR operates an additional register for health promotion practitioners as the National Accreditation Organisation for the Institute Union of Health Promotion and Education.

The public health workforce in the UK is diverse, both in terms of the range of professional disciplines involved and the variety of locations (occupational as well as geographic) where it is situated.

It is not confined to healthcare services and NHS settings and includes individuals working in national, regional and local government, the third or voluntary sector, the private sector, academia and those working for any willing provider of public health services - however narrowly or broadly defined.

Increasingly, public health workers are involved in the commissioning of services as well as in service delivery.

How UKPHR operates

UKPHR is a Company Limited by Guarantee operated by Company Directors who are members of the UKPHR Board. In 2012, UKPHR reviewed and modernised its governance arrangements and as a result a new, smaller Board was formed. UKPHR also established a Consultative Forum comprising stakeholders from across the UK.

UKPHR is registered as a Limited Company (by the Companies Registrar) and as a charity (by the Charity Commission in England & Wales and the Office of the Scottish Charity Regulator in Scotland).

The Board comprises a maximum of 12 Directors including the Chair, Vice Chair, at least one practitioner registrant, one specialist registrant, one trainee, and three lay members. In addition, the Board must ensure that a majority of its 12 Directors are involved in the education, development or practice of public health.

The Registrar is independent of the Board and is not a Director, although the post holder is entitled to attend all Board meetings and to speak but not vote.

UKPHR's main Committees and panels are:

NAME	ROLE	COMPOSITION
Registration Panel	Considers all applications for registration including the reports of assessments of portfolios and makes recommendation	Board-appointed Chair, UKPHR moderator, UKPHR assessors
Registration Approvals Committee	Considers recommendations received from Registration Panel and admits applicants onto the register	Chaired by Registrar, lay and other Board appointees, Chair of Registration Panel attends
Education & Training Committee	Identify competence criteria for registrants' practice, make proposals for changes to educational qualifications and training requirements, keep methods and processes for determining competence under review, and propose changes when necessary, identify what registrants must do to remain competent, including when they apply for revalidation and decide on re-entry requirements for registrants who are off the register for a period of time.	Board-appointed Chair, some Directors and some co-opted members
Audit & Risk Committee	Risk management, financial accounting and oversight of budgeting	Board-appointed Chair, some Directors
Remuneration Committee	Oversight of pay and conditions and general HR matters in relation to staff remuneration and other outgoings	Board-appointed Chair, some Directors

UKPHR maintains an independent Fitness to Practice Panel and Appeals Panel, chaired by individuals who are independent of the Board. Experienced public health and lay panellists are appointed and trained to be members of the two panels.

UKPHR's registrants

The UKPHR has been registering general specialists since 2003 and defined specialists since 2006. In April 2011 the Register formally opened the route for practitioner registration and in 2015 to Specialty Registrars.

As of December 2016, there are 753 specialist registrants, 2 Specialty Registrars and 253 practitioner registrants.

The specialist registrants comprise:

377	specialists who achieved general specialist registration by portfolio assessment
267	specialists who achieved general specialist registration by the standard training route
99	specialists who achieved defined specialist registration by the defined specialist portfolio route
<u>10</u>	specialists who achieved general specialist registration by way of dual registration
753	

The practitioner registrants apply to UKPHR registration after first achieving the successful assessment of a portfolio through a devolved, local practitioner registration scheme. These local schemes are formed by a variety of stakeholders. They apply national standards set by UKPHR but they have autonomy in their recruitment of practitioners and assessors. It is currently an inequity of this approach that not all areas of the UK are covered by local schemes. There is also a potential vulnerability to the sustainability of some local schemes in that future funding by stakeholders may not be committed yet.

The local schemes responsible for the practitioner registrants achieving registration are:

62	Kent, Surrey & Sussex
49	Wessex
42	West Midlands
25	Public Health Wales
21	Scottish Boards
18	Thames Valley
16	South West
14	London
10	East of England
<u>6</u>	North East England
253	

UKPHR judges that there is potential to complete the coverage of the UK in order to make access to registration for practitioners equitable. There are encouraging signs arising out of the Scottish Government's Public Health Review and Health Education England's deep dive study of practitioner registration in England. Whilst registration is voluntary, the number of practitioners who may be attracted to register could run into thousands or even tens of thousands.

The number of Specialty Registrars who register will always be low because of the size of the annual intake into the Specialty Training Programme.

Developments since 2003

2006

UKPHR agreed to phase out the original route to register as a general specialist by retrospective assessment of a portfolio and to replace it with a more restricted RSS (Recognition of Specialist Status) route. In addition, standards were agreed with partner organisations for a route to register as a defined specialist by retrospective assessment of a portfolio.

2010

UKPHR agreed with partner organisations a scheme for practitioner registration by retrospective assessment of a portfolio for piloting in 4 areas of the UK (Kent & Medway, South Central England, Wales and West Midlands). It was a highly devolved model with locally-established schemes responsible for managing the process locally. It was a requirement of the pilots that evaluation reports would be commissioned and published.

The Department of Health (England) commissioned a review of regulation in public health on behalf of the 4 countries of the UK, chaired by Dr Gabriel Scally. The report of this review set out a number of options for the future regulation of public health specialists and recommended statutory regulation of UKPHR's specialist registrants by what is now the Health and Care Professions Council (HCPC).

2011

The four pilot practitioner registration schemes were launched.

2014

The evaluation reports for the four pilot practitioner registration schemes were positive and as a result UKPHR encouraged more local schemes to be set up in addition to the four pilots. Today there are 10 local schemes and more schemes are due to be launched next year.

In April, UKPHR achieved accreditation of its voluntary register by the Professional Standards Authority under an accreditation regime established by the Health and Social Care Act 2012.

2015

In May, the new category of Specialty Registrar was created enabling trainees on the Specialty Training Programme from disciplines other than medicine to be registered during their practical training.

In September 2014, the Department of Health launched a consultation in respect of its intention to implement the Scally Review recommendation of statutory regulation of public health specialists by HCPC. After considering responses to its consultation and other developments the Department announced that it would not proceed with the proposed legislation.

2016

UKPHR agreed with IUHPE the establishment of a separate register for health promotion practitioners who can satisfy the requirements of IUHPE's health promotion competency framework.

Our commentary on recent developments

Since the commissioning of Dr Scally's review, the economic and fiscal climate has changed and thinking about regulatory policy has moved on. Many of these threads were drawn together in the Government's Command Paper [Enabling Excellence: Autonomy and accountability for health and social care staff](#).

As health and social care and public health structures continue to develop and, inevitably, diverge between the four countries of the UK, the broad thrust of the argument – that increasing diversity of service provision makes effective professional regulation even more important – is increasingly valid.

The case for regulation of public health practice remains compelling. The challenge to all regulators is to provide effective regulation in ways which are increasingly efficient, minimising the burden which regulation imposes on individuals, employers and commissioners.

To this end UKPHR sought and achieved accreditation of its voluntary register by the Professional Services Authority, an objective assurance to registrants, their employers and the public that we are an effective regulator.

Ultimately, we would argue that the risk of public harm, taking into account the diversity of the public health workforce and the importance of the work of public health professionals, justifies a meaningful regulatory framework for all who work in public health. We believe that UKPHR offers the obvious means to achieve such a framework.

The Professional Standards Authority has contributed to the debate about appropriate regulation of healthcare professionals in its paper [Regulation rethought](#).

We should all be focusing on transforming the health and wellbeing of the public living in the UK and reducing health inequalities between and within communities. We were delighted to see the publication in England by six major health agencies of the [NHS Five Year Forward View](#) and to read:

The first argument we make in this Forward View is that the future health of millions of children, the sustainability of the NHS, and the economic prosperity of Britain all now depend on a radical upgrade in prevention and public health.

Public health is our top priority. It is time for all connected with its planning, quality of service and effectiveness to deliver on the required health and wellbeing outcomes. UKPHR is determined to contribute in whatever way we can to making this happen.

DK/Registrar UKPHR info Dec 2016