



HGI Registration and Professional Standards Committee (RPSC)

Minutes of Annual Review Meeting (ARM)

Date of Meeting: 11th January 2017

Medium: Skype

Present: Sue Saunders (Chair), Ian Thomson (Deputy Chair), Amanda Hargreaves, Jo Ham, Owen Davis, Richard Cavaliero, Sarah Jeffrey-Gray, Phil Sheardown (Lay member), Monique Nauta (Netherlands member) - Celia Kenny (Lay member)

- 1. Welcome:** Sue Saunders welcomed everyone to the meeting, including Monique Nauta and Celia Kenny as the most recent members. Monique provided a brief description of her career as a legal professional and human givens practitioner in the Netherlands. Note: Convening the meeting so soon after the one held on 13.04.16 will allow the RPSC to synchronise its annual meetings with HGI AGMs, the next one to be held on 23rd January 2017.
- 2. Apologies for absence:** Lucy Evans.
- 3. Declarations of interest:** None notified.
- 4. Minutes of last ARM held on 13.04.2016:** It was agreed that these constitute a full and accurate account of the proceedings.
- 5. Matters arising:** Re: the action point at Item 5 of the minutes (a suitable online resource for practitioners on unusual pathologies), Sue agreed to investigate this further.
Action: Sue to pursue the above matter.

Item 6 of the minutes: Ian reported that the agreed action has been completed.

6. RPSC 2016 report to the HGI.

The five-year membership tenure of RPSC members was discussed.
Action: All members to send their appointment dates to Ian, who will update details.

Three members requested that their online RPSC profiles be amended to reflect some recent changes. **Action:** Ian to ensure this is done.

7. **Update: Complaints and ethics-related queries**

The members considered the updated summary of complaints and ethical questions contained in the 2016 RPSC report to the HGI and a more detailed analysis of complaints, concerns and ethical queries. **Action:** Communicate learnings from the above to professional members via an HGI newsletter.

8. Review of other RPSC activities 2015-16: This item was covered under item 6 – see pages 4 and 5 of the Annual RPSC Report to the HGI for details.

9. **HGI re-accreditation with the Professional Standards Authority Accredited Registers scheme.**

Sue reported that the process is underway and that a lot of the work has already been done. One of the people who agreed to help (an HG therapist) unfortunately had to drop out. Amanda kindly agreed to help in any way she can. **Action:** Sue to send the PSA re-accreditation documents to all RPSC members; members to consider how they might be able contribute to the process.

10. **Allocation of responsibilities to individual RPSC members.**

It was reported that, as agreed in 2016, an RPSC member has been checking member websites to ensure that they are abiding by PSA requirements in respect of the use of their logo. No non-conformities have been identified to date. The member concerned agreed to continue with this task and at the same time to check whether site content accords with ethical requirements. Another member agreed to assist with this.

Monique kindly agreed to do a similar check in respect of the websites of members based in the Netherlands.

Another member agreed to conduct a regular check of the RPSC documents on the HG website, e.g. complaints procedure, ethics code, the 'Essential Information' section of the Members Area, etc. in order to ensure they remain fully accessible to the public and members.

9. Any other business: In response to an enquiry as to how the RPSC liaises with government (see 'Remit of the RPSC' in the annual report), Ian explained that most such communication is now likely to take place via the PSA, which is itself a government agency. Sometimes however, professional bodies such as the HGI are asked to comment on initiatives proposed by other government organisations, for example on mental health and its treatment. Recently, the RPSC responded to a request by the Irish Government for the HGI's views on its proposal for state regulation of therapists in Ireland.

Future meeting arrangements: It was agreed that the next ARM should be held in early 2018 to coincide with the corresponding HGI AGM.

The desirability of holding a further face to face meeting at some point was agreed.

(Ian Thomson, 12.01.2017)