The British Council for
Therapeutic Interventions With
Children Limited

5 Brayford Square,
London, England,
E1 0SG
www.bctiwc.org/

Minutes of the Meeting held on Thursday April 10th 2014

Present:
Hazel Colyer (HC) – Chair
Janet Butler (JB) – professional member
Anne Mayer (AM) - professional member

In attendance:
Monika Jephcott (MJ) PTUK
Jeff Thomas (JT) PTUK

1. Welcome & Chair's opening remarks
The Chair welcomed everyone and reported positively on her attendance at the PSA AVR Sharing Good Practice conference in March, which had some good speakers and also provided the opportunity for networking with other AVR holders.

2. Apologies for absence
Noyona Chandra had sent apologies due to family commitments

3. Minutes of meeting held on 10th October 2013
These were agreed as a correct record.

4. Matters arising
6 (ii) Arrangements for CPD – to receive an update from PTUK Directors
JT stated that the development of detailed advice and guidance criteria had not progressed due to workload. However, MJ reported that some progress had been made with this item. More weight was being given to the registrants' CPD plan and justification for their choice of CPD. Initial decisions about approval of non-PTUK accredited CPD is now the responsibility of Lynn Hill, supported by Evelyn Saunders, a senior tutor, with MJ only being asked to adjudicate if the decision is controversial. Council requested that the criteria be available for scrutiny at the next meeting.
Action JT

4(ii) Accounts
HC reported that the bank account was operating fully and fees and expenses had been paid as per agreed rates. The current balance is £3195.62

5. BCTIWC accreditation of clinical aspects of APAC programmes
- to consider APAC response.
Members studied the response to their conditions and raised further questions in relation professional suitability, the number of clinical supervisors, the four-way agreement, which they had not seen, and the number of casework summaries.
5 (i) 2.2 Professional suitability
The Council was satisfied with the arrangements for selection and recruitment and accepted that it was not always possible to determine suitability until the programme had begun. New trainees are supervised closely and would be referred for creative arts therapy if there were doubts about their readiness to begin supervised practice with clients. Trainees were allowed to continue with the academic programme but could not see clients until the therapy had been completed and signed off. JT reported that no one had left the course for this reason.

5 (ii) 2.3 Number of clinical supervisors
JT clarified that the total number of clinical supervisors is 302, 192 of which were accredited and on the register. This compares to approximately 200 trainees and he confirmed that there are no structural problem with finding and appointing supervisors.

5(iii) 2.5 Four-way agreement document
This was provided.

5(iv) 2.6 Casework summaries
Council accepted MJ and JT's explanation of how the numbers in the documentation were linked to client numbers and complexity of cases and why a minimum number would not be appropriate.

Following discussion, Council approved the accreditation of the clinical aspects of the APAC PgCert and PgDip programmes as set out in the document submitted by APAC and validated by LMU in May 2013.

6. PTUK Directors' Report (MJ/JT)
6(i) MJ and JT reported that the PSA revalidation site visit was due on Thursday 17th April. They had not yet received full programme for the visit but had been made aware that the PSA were interested in an on-going complaint and the number of reported fitness to practise concerns, which was 13 (6%). MJ explained that these concerns were as discussed in 5(i) above. They could not always be identified prior to entry onto the programme but were picked up and dealt with as fitness to practise issues through therapeutic referral.

6(ii) Annual renewal of registration (February 2014)
To date, 956 renewals had been received, of which 500 were complete and approved. The remaining 456 are incomplete and staff are working to redress this as a priority. There have been some changes of staff in the office, which has caused some delays. It is believed that approximately 200 eligible practitioners have not yet registered.

JT reported that the new online system that he was developing (CAERUS) had been used by 80% of registrants for declarations and any changes of address. The system cannot yet be used for the CPD planning section, although it was hoped that this would be complete by 31st May 2014.

7. Arrangements for scrutiny of PTUK register for 2014
- to decide which aspects of the registration and renewal process should be audited.

The following was agreed:
1. Audit of completed renewals by spot check to be undertaken by Chair's visit to The Coach House in June 2014 Action HC
2. Analysis of incomplete renewals. Council requested further information at their next meeting identifying which aspects of the renewal process are not being completed, together with an action plan to address the issues. Action JT

8. **Recruitment of lay member**
There had been no response to the advert placed on the website. The Chair was pursuing a possible member, a retired head teacher. JB knew of an individual who might be interested and agreed to sound him out informally. If both were interested, the Council will interview and select the most appropriate person. Action JB/HC

9. Any other business
- accreditation request (JT/MJ)
APAC were developing a Certificate in Counselling Children and Young People as a post-qualifying award for registrants. This would be a five day course and it was hoped to offer it as a pilot programme in June 2014. Council heard details of the proposal and acknowledged its suitability for already qualified play therapists on the PTUK register.

PTUK directors requested the involvement of BCTIWC in accrediting the programme to ensure objectivity and avoid any conflict of interest. Members agreed to take on the task and a date would be arranged as soon as the documentation was received from JT. Action JT/HC

8. Date of next meeting
Thursday 23rd October 2014 at 24 Elm Quay Court