

HEALTH INFORMATICS PROFESSIONAL DEVELOPMENT BOARD MEETING

**Minutes of the fourth meeting
Held on 3rd October 2006 at
1 City Square, Leeds.**

Present:

Sue Eve-Jones, Director, Professional Association of Clinical Coders (UK);
Kim Montacute, Yorkshire & Humber StHA
Jean Roberts, University of Central Lancashire / BCS HIF Policy Task Force
Andrew Haw, Chair; ASSIST; University Hospital Birmingham
Pam Hughes, Project Manager, The Information Centre, ASSIST UKCHIP
Brian Derry, ASSIST and Leeds Teaching Hospitals Trust
Jeanette Murphy, Centre for Health Informatics and Multiprofessional
Education
Ian White, ASSIST, Sheffield Teaching Hospitals Trust
Janet White, East of England StHA

From 2.30pm Di Millen, NHS Connecting for Health, Informatics Programme
Invited Speaker: Katherine Pigott

Action

1. Apologies for Absence

Apologies were received from:

Phil Molyneux, CIO, West Yorkshire StHA
Elaine Ballard, Birmingham & Black Country StHA
Patrick Dodge, NHS Connecting for Health, Informatics
Programme
Jackie Barker, Informing Healthcare Programme for NHS Wales
Wally Gowing, Independent Consultant
Linda Ferguson, Librarians & Knowledge Development Network;
CILIP
Linda Gibbs, Leeds Teaching Hospital Trust
Helen Sampson, BCS Nursing Specialist Sub Group, UKCHIP
Treasurer
Paul Comac, Northern Ireland ETD Lead
Prof. Graham Wright, Centre for Health Informatics Research and
Development
Lorraine Nicholson, IHRIM
Mary Sweetland/Smalls, Scottish Health Information Service
Richard Hayward, Canterbury Christ Church University, BCS HIF
Nursing SG
Sarah Patrick, West Midlands South Strategic Health Authority
Simon Anderson, ASSIST and Computer Room Manager, South
Staffs HIS

Sheila Teasdale, NHS PRIMIS+
Dave Marsden, CIO, Leicestershire, Northants and Rutland StHA
Glyn Hayes, BCS HIF / UKCHIP
Chris Mayes, BCS HIF Manager
Anne Eaton, Associate Director, Skills for Health
Wally Gowing, Independent Consultant
Not present, apologies not tabled.
Giles P. Croft, Royal College of Physicians, University of Wales
Paul McCullagh, Northern Ireland Phil Gunn, CSC
David Hack, BT
Mik Horswill, Institute of Health Care Management
Eleanor Ransom, NHS Employers
Gus Schellekens, Fujitsu
Caroline Seldon, Fujitsu
Eric Davidove, Accenture
Monique Duffy, ASSIST; Countess of Chester Hospitals NHSFT

2. **Minutes of the meeting 21 June 2006**

Matters of accuracy :

SE-J requested clarification on minute item 7. AH delivered an explanation of the conversation which took place at the previous meeting, and followed this with an update of a meeting with senior health informatics staff and a representative from the Cabinet Office Government IT Professionalism programme which took place on 4th September. Collaborative work to establish a health 'sector' is in early stages; BD noted that work already achieved by the UKCHIP voluntary registration is of interest to the IT professionalism programme.

PH to amend the minutes for clarity.

PH

AH will distribute the presentation (attached to the e mail circulating these minutes) shared by Samantha Ruddock – a member of Katie Davis team who will support the creation of a health group - which includes the government IT competence framework.

JM asked if the Protti summary report was received. This is attached to the e mail circulating these minutes; please note this is confidential and not for onward distribution.

Matters arising:

PH

Skills for Health Qualifications strategy not yet published. PH to ask AE for an update

JR reports that there is unlikely to be a BCS HIF Education group, and will share any further updates

There were no further matters arising.

3. **Biomedical Informatics Course developed and in first year at St George's**

Presentation by Katherine Pigott

An electronic copy of the presentation and issued documents are attached to the e mail circulating these minutes. KP explained the

structure of the course, some of the challenges in finding informatics benchmarks and relevant approved curriculum guidance to create the course, and how the course is delivered. 41 students have enrolled.

Further actions are required with regard to developing the standards and benchmarks. Comments and consultation is sought to improve content of the course. All

Web links <http://www.sgul.ac.uk/informatics>
<http://www.gpinformatics.org/benchmarks2006/> are relevant.

Comments offered at the meeting were focussed on the title and how the content as described supports the title of the course.

Placement periods for students are also an important part of the course. These are in early stages and some advice was offered, such as recommending the consistent use of terminology/health language across health and academia. Placement opportunities were offered from PDB members.

Gaps in the course (as noted from the documentation tabled) were noted as Project/programmes management, information management/information governance and information standards.

KP and JR will discuss the impact of inclusion of the Diploma learning outcomes for an undergraduate course. KP/JR

4. **UKCHIP update**

PH talked to the previously issued August 2006 President's Report. The consultation on the revised UKCHIP standards for registration had recently closed and a new 38 page document is being presented to the UKCHIP Board and Council for adoption. Attention will now turn to the innovative use of web tools to make the registration process more efficient for registrants.

JR tabled a press release (attached to the e mail circulating these minutes) that announced UKCHIP formally publishing the current list of registrants going on-line w.e.f. 1st Oct 2006.

There was a brief discussion on the difficulties of the registration process, how to best encourage staff to register, and how the drivers for registration need to be improved. One activity with NHS Litigation Authority is a hopeful means of having a driver within the CNST process. A discussion about how a 'bundle of professionalism' measures for organisations and individuals need to be in place to support the formal recognition of health informatics.

What could PDB do that other groups are not doing to progress some of the elements of the 'bundle'?

One idea is to ask Healthcare Commission to include as acceptable evidence for a developmental standard UKCHIP registration for a percentage of health informatics practitioners.

PH to talk with Steve Webster in the ROCR department at the Information Centre who is working through the Healthcare Commission's Concordat on processes for inspection of data content and collection. PH

- Another idea is to approach the Audit Commission with a similar objective as above.
 Another linkage is with the work of NHS Connecting for Health's (CfH) strategic programme - SP1 - Accreditation of health informatics services which will be actioned by AH.
- AH
- A recent e-Skills labour market report (<http://www.e-skills.com/>) was discussed by JR. Not many at the meeting had seen the report, but this report may have important implications for the development of health informatics specialists and informatics in health generally
5. **Health Informatics National Occupational Standards (HI NOS) work programme**
- All
- PH talked to the previously issued report and if members would like to offer comments or suggestions please do so by email to Pam.hughes@ic.nhs.uk
6. **Knowledge and Skills Framework (KSF) and SFIA pilot project using Infobasis**
- PH talked to the previously issued report. There were no questions or comments.
7. **HI NOS Senior Staff review report from September workshop**
- PH talked to the previously issued report. AH suggested a useful output from the September workshop was a standard Head of function/Chief IT/IM/ Information Officer job description which could be compared to other Heads of function with a view to moving forward the professionalism agenda. Outputs from the project could support the use of the standard job description in collaboration with others
- PH
PH/BD
- BD also offered to meet with Mark Janvier and create a Director of IM job description to complete the suite of senior roles. There was a brief discussion of the BCS Professionalism IT Steering Board board work, in particular the 6th July document from working group 5, whose goal is to try to define CIO competencies. Although this report is very useful, it is written in a different language from that used by the Sector Skills Councils and is more descriptive of behaviours than activities of senior IT people. However, the vast majority of it is generic and could be applied to any Executive Director role.
- It was felt that the BCS Professionalism project had been doing useful work but that more engagement was needed with practitioners and the BCS members present were asked to find out how much of the work could be made public.
- AH/PH/JR

8. **NHS Informatics Workforce Survey**

BD explained to the group that a formal press release on the survey was issued in September, a summary is on the ASSIST web site, and a full copy of the document along with a request to meet to progress actions has been issued to national organisations such as The Information Centre for Health and Social Care, NHS Connecting for Health and Skills for Health. These actions will be around three main topics:

- Establishment of a formal professional registration body

A discussion took place here about how to ensure and encourage appropriate professional regulation for all the current staff included in the 'health informatics' family and the appropriate definition of health informatics.

- Strategic workforce planning

JW advised that Foundation Trusts rarely complete the CfH IM&T Investment survey, which is an option for collecting linked data in this area.

The meeting with the Information Centre (IC) needs to agree a co-ordinated approach for activity by the IC on a new health informatics data collection (through ROCR) and integrating with work in the Datasets team and Information Standards Board on the currently pending National Workforce dataset.

AH/BD

- Agenda for Change

KM offered to find the names of the Directors of Workforce at the new Strategic Health Authorities so that an approach could be made through this route also.

KM

9. **Update on the work of BCS HIF**

JR advised that a useful Thought Leadership debate took place 2nd October.

Several BCS HIF members are attending a HIMMS conference in Geneva w/c 9th October and a SWOT report from those attending will be received at BCS HIF October 2006.

JR advised that a she is exploring a proposal to establish a Network of Excellence' across Europe looking at issues of recognition and registration of professionalism.

10. **Publicity of the work of the PDB**

A paper prepared by Chris Mayes suggests various ways of publicising the work of the PDB. IW noted that minutes alone may not be sufficient to interest and publicise all the work that is taking place. It was agreed to publish papers and minutes from now.

PH/AH

Writing article/s for the HI Now is also supported.

All

For the Healthcare Computing Conference HC2007, BD suggested a Professionalism strand led/hosted by the Professional Development Board from which contributions are made by ASSIST, BCS, UKCHIP and others. AH to:

- write to Steve Kay, Chair of HC2007 Scientific Programme Committee requesting such a strand and
- write a single page of PDB credentials for JR and Chris Mayes (draft attached to the e mail circulating these minutes.)

AH

11. **National Health Informatics Collection launch**

JR tabled a press release (attached to the e mail circulating these minutes) about a new Health Informatics collection of books, journals and other resources based on, but not limited to, a collection of materials from the closure of the NHS Information Authority offices and library in March 2005.

Some suggestions for on-going development and useful content were tabled.

12. **NHS Connecting for Health ETD work programme**

AH talked to the report provided by CfH on the ETD programme, particularly the workforce planning projects SP1 to SP10. General comments supported the fact that the model for delivering this programme is not a suitable one.

BD noted that the comment in the report ending 'is against the philosophy of the profession developing itself' in para 5.2 is applied selectively; AH noted that other work within CfH that was relevant such as on Capability and Capacity was not being joined up with ETD programme.

PDB agreed that the work programme was not working, and the Nov 16th event should be used to :

- take stock of what is taking place, in particular work that is taking place that does not need further management by CFH
- note what has been learned
- recognise how people work
- be more realistic in estimating work that can be done by a primarily volunteer workforce of practitioners with full time jobs
- determine which activity is really important
- where to identify and pay for expert resources beyond the current pool of experts.

BD/AH/PH

This should be the recommendation for the Nov 16th Planning

team which will meet next 12th October.

AH appraised DiM of these comments later in the meeting. A response included comments that it is hoped that resources to support such strategic programmes will be included in CfH 2007/8 business planning, and that project staff have been briefed to facilitate not lead.

An update of 'Making Information Count' by CfH was discussed, and this may be a helpful agenda item for Nov 16th event, along with a consideration of how to engage with a wider senior-level base of stakeholders and 'doers'.

13. **Development of Professional Awards**

BD asked 'what is the business case' for this? The report provided by CfH does not make this clear.

JR explained what the HEI have been asked to do for Sept 2007 for the deliver of the professional award, and that a new scheme called the Quality Mark is proposed to operate from 2008.

DIM joined the meeting. AH expressed a concern that employers of health informaticians had not been consulted about what they wanted from the Awards. AH asked if the employers had been asked what they require from any NHS sponsored education programme, DiM noted that traditionally employers are not usually helpful in specifying their requirements.

JR observed that the HEIs have put a lot of work into revising their curricula.

DiM reported she expected that greater value for money was sought from the scheme, and that outputs include an ability to demonstrate that qualifying students can apply their learning in the health workplace. Various discussions on work based learning and assessments will need to take place again once CfH are ready to consult with employers/education commissioners and those who make recruitment decisions in health informatics.

In response to a comment that the Information Centre owned the 'standards' underpinning the professional awards, PH explained the difference between the national occupational standards and learning outcomes/assessment criteria which underpin the current and proposed schemes. The IC do not own the learning outcomes or assessment criteria and Skills for Health own the NOS and revise them on advice from the IC.

DiM

PDB expects to see greater clarity and consultation on this subject in future as clearly CFH resources were being applied that may be directed elsewhere for a different outcome.

JM expressed a view that earlier reports have been repeated; DiM responded that too much credence has been attached to

- the Protti report as it confirmed conclusions already made by CfH about the future of any “Professional Award”.
14. **BCS Interconnections schematic**
JR tabled version 4 of this schematic first tabled at the June PDB (attached to the e mail circulating these minutes). Comments and updates to Jean or pam.hughes@ic.nhs.uk Over arching comments made that rationalisation may be the best way forward, and that a network diagram based on functions is a better representation of the groups. All
15. **NHS Faculty for Health Informatics**
DiM announced that a new programme manager, Bruce Elliot, has been appointed to the CfH PDaS team; he will be responsible for networks and the Faculty.
16. **Future meetings**
Date of 2007 meetings (location and start/end time to be agreed)
- January 18, 2007 note this is a change from the date discussed in the meeting
 - April 17, 2007, London, 10.30am to 2.30 pm
 - July 3, 2007
- A check on the PDB members will be made to ensure those invited are still interested in taking part in the work of the PDB AH
17. **Any other Business**
JR reported that the IHM hope to gain their Royal Charter, which may be of interest and relevance. PDB may wish to keep a watching brief on activity in this area.