

## Profession Specific Boards (PSBs): Role, Terms of Reference and Membership Criteria

Profession Specific Boards (PSBs) are an important part of CNHC's structure and ways of working. The members of the PSBs provide invaluable expert advice on issues such as the development of our policies and also provide members to be trained to sit on our Conduct and Competence panels.

When the PSBs were first established, the members were identified by the relevant professional associations/industry lead bodies.

Since 2013, appointments to the current PSBs have been by means of elections managed by CNHC. Any practitioner registered at the time in the relevant discipline is entitled to vote.

PSB members must be willing to commit time and effort to this important part of CNHC's work. Normally there are one or two formal meetings a year. The majority of CNHC communications though, will be by email\* and it is therefore difficult to quantify the full time commitment.

### **Role of PSB members**

- Development/review of CNHC profession-specific core curriculum that meets but does not exceed the requirements of the CNHC policy template.
- Advising on the stakeholders to be included in the CNHC consultation framework for the core curriculum.
- Contributing to any Skills for Health review of the relevant National Occupational Standards (NOS)
- Liaising with the CNHC Executive on the development/review of a profession-specific descriptor, to be agreed with the Committee of Advertising Practice Copy Advice Team.
- Considering applications from potential new Verifying Organisations for the profession; advising the CNHC Executive if they should be accepted; and if not, why not.
- Considering applications from training providers who wish their course to be added to a CNHC published list (where one exists); advising the CNHC Executive if it should be added; and if not, why not.
- If necessary, assessing portfolio applications for CNHC registration; advising the CNHC Executive if they should be accepted; and if not, why not.
- Providing 'expert reports' in respect of complaints against CNHC registrants.
- Sitting as a member of a CNHC Conduct and Competence panel when relevant allegations of lack of professional competence are being considered.
- Providing ad hoc, profession-specific expertise and advice to the CNHC Executive as required.

\*Please note that all PSB members must have effective email access.

**B. Profession Specific Boards – Criteria for Members**

Members must:

- be a current registrant of the Complementary & Natural Healthcare Council (CNHC) for the relevant discipline, in good standing and have been in current practice for a consecutive period of three years and able to demonstrate evidence of such
- be wholly or mainly a current practitioner in, or trainer/teacher of, one or more styles of complementary healthcare practice that are specifically relevant to the PSB in question
- be in current good standing as a practitioner and not be the subject of any allegations, investigations or proceedings by any professional or regulatory body or any other body responsible for regulating or representing a complementary healthcare practice
- have a commitment to, and be supportive of, the objectives of the CNHC
- in performing their role act independently of any interests, professional, personal or commercial, which are in conflict or could be in conflict with their responsibilities as a member of the PSB
- sign and comply with the CNHC Code of Conduct for Board, Committee and PSB members
- complete the CNHC register of interests
- act as a representative of the CNHC, when requested to do so.

Knowledge, skills and attitudes - members must:

- have a good working knowledge of the profession, including the various styles of practice within the overall profession
- have detailed up to date knowledge and understanding of relevant standards of education and training
- be able to communicate clearly and effectively in meetings and be willing and able to have regard to and consider, without bias, the views and opinions of all styles of practice within the profession
- have a good working knowledge of the role, responsibilities and processes of the PSB and the CNHC (although induction training will be provided)
- be able to contribute their up to date knowledge, expertise and skills in a way that aids the effective work and decision-making of the PSB
- be computer literate