

PROFESSIONAL CONDUCT PANEL MEMBER ROLE DESCRIPTION

COSRT POLICY

Contents

OVERVIEW	2
RESPONSIBILITIES	2
COMPETENCIES	3

OVERVIEW

COSRT requires panel members to participate in a range of independent panels and consider allegations or self-disclosure of potential misconduct/malpractice concerning COSRT applicants and members.

Panel members play a vital role in the work of COSRT Professional Conduct, protecting the public and maintaining high professional standards by psychotherapists.

Panel members should be able to demonstrate integrity and the ability to reach considered and unbiased decisions affecting other people. They sit on panels with lay and registrant members making decisions with important consequences for those affected and need to be able to consider evidence with an open mind, sift through sometimes voluminous documents, work collaboratively with others and communicate clearly.

Panels meet by Zoom. Panel members are appointed on a contract for service basis. Fees are paid at a fee of £250 for a full day hearing.

RESPONSIBILITIES

1. To participate in a range of PCP meetings providing clear and consistent decisions.
2. To maintain confidentiality and declare any actual or perceived conflict of interest in advance of the hearing/conference.
3. To ensure that all evidence is thoroughly considered in advance of the meeting/hearing.
4. To ensure that all PCP meetings are conducted in a respectful manner that is sensitive to any distressed parties or witnesses, consistent with the principles of natural justice and in accordance with the relevant procedure.
5. To make clear and fair decisions and record those decisions in a report which can be understood by the parties and the public.

6. To give clear reasons for any decision made.
7. To ensure that no discussion takes place in relation to the substance of the complaint or disclosure prior to a panel meeting.
8. To demonstrate fairness and consistency in the application of COSRT's procedures.

COMPETENCIES

- Practitioners seeking to become a panel member must be a current member of the COSRT Register.
- Lay panel members should have no previous membership of COSRT or be a therapist meeting the requirements to be on the COSRT registers. Nor should they be a member of any other therapy-related accreditation/professional/regulatory body.
- Panel members must not hold any position/appointment (beyond membership) with any other therapy-related accreditation/professional/regulatory body.
- Ability to demonstrate integrity and independence of mind.
- Ability to reach considered and unbiased decisions affecting other people.
- Excellent oral and written communication skills.
- Interpersonal skills, including the ability to communicate professionally with a range of stakeholders.
- Ability to digest sometimes voluminous documents and draw out key points
- Ability to grasp the detail of a wide range of issues and contribute to objective decision-making by exercising sound judgement.

- Ability to establish and maintain excellent working relationships with a changing group of colleagues from a range of backgrounds and experiences.
- For a panel member intending to chair hearings, ability to act as a coordinator or spokesperson, or represent a group or team.
- Clear understanding of the importance of upholding the public interest in high quality, efficient, consistent, fair and proportionate regulation.
- Ability to combine strategic thinking skills with attention to detail
- Understanding of reputational and other risks.
- Ability to explain and justify decisions in language appropriate for a broad range of interested parties.
- Computer literate, able to use and process documents in Microsoft Word, familiar with virtual meeting platforms and having a good stable internet connection.
- Punctual and reliable.



PO Box 6945,
London W1A 6US

020 8106 9635
info@cosrt.org.uk
www.cosrt.org.uk

COSRT. Company limited by guarantee.
Registered in England and Wales 4998207.
Registered Charity 1101961.