

## **The Role of Sub-committees**

We appoint Panels to make decisions about the suitability of social work, social care and early years workers to be registered or remain on the SSSC Register.

### **About our sub-committees**

The Panel hears evidence and makes decisions about a worker's fitness to practise and considers allegations that include:

- misconduct
- deficient professional practise
- criminal convictions
- health.

### **About our Panels**

**Impairment hearings:** After an investigation, we may decide a worker's fitness to practise is impaired. This can be due to their conduct, professional practice or their health. If we decide that a sanction should be imposed, we will hold an impairment hearing if the worker asks for a hearing to take place.

**Application hearings:** We may refer a case to an application hearing when we decide not to grant an application or not to renew registration. Sometimes we may want to grant an application or renew a registration with conditions but if the worker does not consent to the conditions, we would refer the case to a hearing. The Panel will consider if the worker's fitness to practise is impaired and whether to grant the application. They may also consider additional registration conditions.

**Temporary order hearings:** A temporary order is a condition placed on a worker's registration. The worker's role may be restricted, or they may be able to continue their role under supervision, but they can continue to work while we investigate their case. A temporary suspension order means that a worker cannot practise in the role for which they are registered while we investigate their case.

### **Panel Members**

Panels are made up of three members:

- a legally qualified chair
- social service member
- lay member.

We are looking to appoint lay and social service members.

**A Lay member** is someone who is not and has not in the last five years been:

- a social service worker or a student social worker
- involved in the training, education, appointment, employment, supply, supervision, monitoring or representation of social service workers or student social workers.

**Social Service members** must be registered, or eligible to register with the SSSC on one of the following parts of the SSSC Register:

- residential child care worker
- practitioner of a day care of children service
- support worker of a day care of children service
- practitioner in a care home service for adults
- residential school care accommodation s service with supervisory responsibilities
- house staff in a residential school care accommodation s service
- managers of an adult day care service
- managers of a care at home service
- supervisory responsibilities within a care home service for adults
- managers of a care home service for adults
- managers within a residential school care accommodation s service
- residential child care workers with supervisory responsibilities
- managers of a residential child care service
- support worker in a care home service for adults
- managers and lead practitioners in day care of children services
- managers in housing support services.

We welcome applications from workers registered on all register parts, but due to gaps of experience with our current members we particularly hope to appoint members registered as working in a care home service for adults; day care of children service; housing support service; care at home service; and residential child care service and social workers.

Before appointment as a lay or social service member we must receive:

- two satisfactory references following interview
- a satisfactory Protection of Vulnerable Groups (PVG) Scheme Certificate.

We cannot appoint you as a lay or social service member if you have a family member who currently or within the last five years have worked in the SSSC's Fitness to Practise Department.

### **A sub-committee member's role**

- You will not usually be asked to attend for more than 20 days a

year. On average, last year members attended between 13 and 18 days. Some hearings may last more than one day. Last year an impairment hearing lasted an average of five to six days.

- Hearings will usually either take place online or at our offices in Dundee. On rare occasions we may ask you to attend hearings elsewhere in Scotland.
- We will provide you with an iPad to which you will receive electronic papers for each hearing. You will need access to the internet and a second device to participate in online hearings.
- You will receive training before taking part in a hearing. This training is required for your appointment and details are on the advert.
- Hearings are formal with rules and procedures which you must follow. A legally qualified chair will chair each panel.
- You will have to read and consider papers which will be sent to you in advance of every hearing.
- You must attend twice yearly training throughout your time as a panel member, and additional training as required.

Appointments are for an initial period of up to three years with the possibility of extension for a further four years.

We will reimburse you for reasonable expenses related to your duties and pay a daily fee of £175. If you are travelling a long distance, you may occasionally have to stay overnight where cases are expected to last more than one day.