



Public Board Minutes

**MEDCO BOARD MEETING
TIME:**

**TUESDAY 16 FEBRUARY 2021
10:00 -13:00**

MEETING PLACE:

Microsoft Teams Meeting

ATTENDEES:

Martin Heskins (MH) – Executive Chair
Brian Simpson (BS) – Chartered Society of Physiotherapists
David Bott (DB) – Association of Personal Injury Lawyers
Jackie Proctor (JP) – Motor Insurers Bureau
Kate Fox (KF) – The Law Society
Nigel Teasdale (NT) – Forum of Insurance Lawyers
Simon Margolis (SM) – Association of Medical Reporting Organisation
Susan Brown (SB) – Motor Accident Solicitors Society
Surendra Kumar (SK) – British Medical Association

OBSERVERS ATTENDING THE BOARD

John Howells (JH)
Robert Coyle (RC)
Leigh Evans (LE) – Head of Operations MedCo
Nadine Silverton (NS) – Customer Services Officer
Mark Waughman (MW) – Customer Services Officer
Laura Joslin (LJ) – Customer Services Officer
Scott Tubbritt (ST) – Ministry of Justice

SECRETARIAT – MINUTE TAKER:

Jean Gillett - MIB

APOLOGIES:

Ben Fletcher (BF) – CCO MIB

1.0 WELCOME

MH welcomed everyone to the meeting.

1.1 Declarations of Interests/Gifts

No new declarations

1.2 Announcements

John Howell will be attending as an observer at this Board Meeting

1.4 Minutes from MedCo Board Meeting on 13 December 2021

The minutes were approved

1.5 Public Minutes from MedCo Board Meeting on 8 December 2020

The minutes were approved

1.6 Outstanding Actions

The Action List was updated.

2. MoJ UPDATE

Work continues on the rules, once the rules are published the implementation date will be confirmed. MoJ are committed to providing the sector with time to consider the new rules and once published the professional users will be invited to information events.

The service will be open to professional users before it goes live in May.

3. OIC /MedCo Contract

MedCo are working on the implementation plan, educating DMEs/MROs what the Audit Process will be. DMEs and MROs will have to be approved by MedCo for OIC work.

The training module for MEs is being developed by the Education and Training Committee.

4. MANAGEMENT ACCOUNTS

Last year's accounts are being prepared for audit.

5. MONTHLY UPDATES

5.1 Audit

In view of the current pandemic, all audit visits have been suspended from 23 March 2020 per MedCo website announcement. New MRO applications are being accepted again with associated audits being conducted remotely.

A second cycle of MRO audits has commenced. In view of restrictions in relation to the current pandemic, these will be remote, desk top audits.

The Audit Committee continue to monitor use of the system, taking appropriate actions where misuse is identified.

The Committee are continuing to work with the MedCo Board to prepare for changes needed for the PI reforms that take effect in May 2021.

5.2 Operations

The Committee meet on a weekly basis to review complaints, feedback and queries from all users of MedCo. Each case is considered on its own merit, and the Committee agree the appropriate action to resolve each issue. The issues reviewed are wide ranging with some issues occurring more frequently than others.

The Committee continue to monitor cases where action has been taken against an expert and/or conditions have been applied by a regulator. MedCo assists regulators with their investigations where required.

5.3 EAPR

EAPR continue to work in monitoring prognosis but are adapting matters to respond to challenges presented by Covid-19 pandemic.

EAPR are undertaking a fact-finding exercise with several Authorised Users which explores their rationale for their choice of expert.

5.4 IT

The IT Report was noted as read.

5.5 Education and Training

The current focus for the Committee is to prepare for the whiplash Reforms and to identify the training needs to support the changes. The Committee remain on standby for the full details of the changes in the form of the Rules and Protocols.

The Committee continue to meet on a regular basis to ensure the accreditation and CPD framework is maintained and to address any associated day to day issues.

5.6 Communication Report

The next steps over the coming month will focus on helping MedCo users to feel informed and supported ahead of the reforms being implemented including producing the animation and supporting web site comms.

5.7 Risk Register

The Risk Register Report was noted as read.

Next Board Meeting Tuesday 23 March 2021 10.00am