

Framework Diagram – Resolving Differences of Professional Judgement & Finely Balanced Decisions - DRAFT

IMT – Inspection Management Team											
Step	Indicative Timeframe (Days) See note	Activity by Responsible Person	Assessment Management			Inspectors Involved			Independent Review	Approval	Notes <i>(Time recording category: Assessment)</i>
			IMT Admin IMT Administrator	IMT Focal Point Inspector	IMT TL Team Leader	TS/ IMT Topic Specialist	TTL Topic Team Leader	OSDR OM OSDR Operations Manager	OSDR OM OSDR Operations Manager	OSDR Ops Management Team	
1	0	Relevant inspector to highlight that a difference of professional judgement / finely balanced decision has arisen and initiate process.	(i)		(i)		(i)	(i)			'Difference of professional judgement' may occur between topic specialists (including IMTs) and / or topic specialists and their team leader. A 'finely balanced decision' may occur when a specific topic specialism indicates the case is not acceptable but all other specialisms indicate the case could be accepted. Other examples may exist.
2	ASAP	STAGE 1a – Resolution Meeting & Discussion Set up and hold meeting to discuss issue in attempt to resolve difference of judgement or determine the finely balanced decision. Record outcome. Where agreement is reached continue assessment in accordance with Assessment Instructions. If agreement is not reached continue to stage 1b		(i)	(i)	(i)		(i)			Meeting attendees should include all those involved in the relevant decision at that stage. To facilitate discussion attendees should prepare for the meeting by recording their views on a Non Acceptance Issue Note, circulating it prior to the meeting. Every attempt should be made to reach a resolution, the outcome is to be recorded in relevant Topic Assessment Report. IMT to reflect details in Assessment Recommendation Report
3	5	STAGE 1b – Line Management Review OSDR Operations Manager in line management chain to: a) review Non Acceptance Issue Notes and relevant Topic Assessment Report(s) b) discuss issues with relevant parties in attempt to resolve difference c) record decision Where agreement is reached continue assessment in accordance with Assessment Instructions. If agreement is not reached refer to independent Operations Manager and commence Stage 2		(i)	(i)	(i)	(i)				Outcome to be recorded in relevant Topic Assessment Report. IMT to reflect details in Assessment Recommendation Report Every attempt should be made to reach a resolution through discussion and agreement. Progression to Stage 2 should only be initiated where there is no prospect of reaching agreement.
4	6	STAGE 2 - Formal Independent Review Independent Operations Manager to initiate formal independent review.	(i)	(i)						(i)	
5	10	Independent Operations Manager to select independent review panel and inform OMT									The make up of the review panel is at the discretion of Independent Operations Manager and should include, as a minimum, a team leader and an appropriate topic specialist who are sufficiently independent of the Case.
6	15	Independent panel to review and discuss evidence									All panel members should be provided with the relevant topic assessment reports and non acceptance issue notes.
7	16	Independent Operations Manager to make formal decision. Assessment to continue in accordance with Assessment Instructions.	(i)	(i)	(i)	(i)	(i)	(i)		(i)	Decision to be recorded on relevant Topic Assessment report(s). IMT to reflect detail in Assessment Recommendation Report

Note: All timeframes are indicative only. There is an overriding expectation that the issue will be resolved in time for the Assessment Recommendation to be drawn up and presented to the Decision Maker. If this is not possible the duty holder must be informed.