

What happens if the Professional Conduct Committee (PCC) refer your case to the Tribunal?



The Tribunal strongly encourages you to participate. Hearing your perspective helps ensure a fair outcome.

Take action immediately:

- Inform your employer and supervisor
- Get legal advice
- Engage with the process – don't ignore it
- Seek support.

What you'll receive

The hearing officer will send you:

- Notice of disciplinary proceedings and proposed hearing dates
- Guide to disciplinary proceedings
- Relevant sections of the Act
- Pre-hearing checklist. (**return within two weeks**).

Your responsibilities

- Complete and return the pre-hearing checklist
- Confirm proposed dates or suggest alternatives
- Inform the hearing officer if you have legal representation
- Apply for interim name suppression if required (optional)
- Respond to PCC submissions within two weeks.

You have several months between pre-hearing and hearing to prepare.

Pre-Hearing Conference (PHC)

Discusses:

- How evidence will be given
- Number of witnesses
- Any cultural requirements you have.

Attended by: You/your lawyer, hearing officer, board chair, PCC counsel.

If you don't attend the PHC, the hearing will still proceed.

The hearing

Location: Usually held near where the charge occurred.

Duration: Typically 2-3 days.

Who attends:

- Tribunal panel (5 members: lawyer chair, 3 registered social workers, 1 lay member)
- You/your lawyer and support people
- Hearing officer and board chair
- Stenographer and IT Support
- Possibly journalists and the public (hearings are public unless suppression is granted).

Hearing process

1. Hearing officer sets rules and opens proceedings
2. Witnesses give evidence
3. You present your evidence
4. Tribunal deliberates privately
5. Decision issued.

After the hearing

- Decision emailed to you
- **20 days to appeal** from decision date
- If no appeal: decision published on SWRB website
- If appealed: case transfers to the Court of Appeal.

Note: Interim name suppression remains until decision is published or appeal resolved.



About the Tribunal

Tribunals are independently appointed by the Ministry of Social Development and Employment, and are convened when the PCC files a Notice of Disciplinary Charge.

Important: The Tribunal only considers professional conduct matters, not police charges.