

**Health Professions Council
Approvals Panel – 10 October 2006**

PROGRAMME APPROVAL

Executive Summary and Recommendations

Introduction

The Visitors have confirmed that the conditions relating to the following programmes approval have been met. The Visitors are now satisfied that the programme meets the Standards of Education & Training and wish to recommend approval. The attached Visitors' reports have been updated to reflect that the conditions have been met.

| Education Provider | Programme Name | Delivery mode |
|---|--|----------------------|
| University of Abertay Dundee | BSc (Hons) Biomedical Sciences (Integrated) | FT |
| University of Central Lancashire | Advanced Certificate Non-Medical Prescribing | PT |
| St. Georges Medical School, University of London (in partnership with London Ambulance Service & in partnership with South East Coastal Trust) | Foundation Degree in Paramedic Science | FT |
| Sheffield Hallam University | BSc(Hons) Physiotherapy | PT |

Decision

The Panel is asked to approve the above named programmes, in line with the Visitors' recommendation that the programme now meets the Standards of Education and Training.

Background information

None

Resource implications

None

Financial implications

None

Appendices

Visitors Reports (4)

Date of paper

28 October 2006

Health Professionals Council

Visitors report

| | |
|---|---|
| Name of education provider | University of Abertay Dundee |
| Name and titles of programme(s) | BSc (Hons) Biomedical Sciences (Integrated) |
| Mode of Delivery FT/PT | FT |
| Date of event | 19 th September 2005 |
| Proposed date of approval to commence | 2006 |
| Name of HPC visitors attending (including member type and professional area) | Martin Nicholson MSc. CSci. FIBMS Biomedical Scientist David Houlston CSci. FIBMS BioMedical Scientist |
| HPC Executive officer(s) (in attendance) | Ms Nicole Borg Ms Joanna Kemp |
| Joint panel members in attendance (name and delegation): | |

Scope of visit (please tick)

| | |
|--|-------------------------------------|
| New programme | <input checked="" type="checkbox"/> |
| Major change to existing programme | <input type="checkbox"/> |
| Visit initiated through Annual Monitoring | <input type="checkbox"/> |

Part 1.

1.1 Confirmation of meetings held

| | yes | no | n/a |
|--|-------------------------------------|--------------------------|--------------------------|
| Senior personnel of provider with responsibility for resources for the programme | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Programme planning team | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Placements providers and educators | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Students (current or past as appropriate) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.2 Confirmation of facilities inspected

| | yes | no |
|-----------------------------------|-------------------------------------|--------------------------|
| Library learning centre | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| IT facilities | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

1.3 Confirmation that particular requirements/specific instructions (if any) of the Education and Training Committee that have been explored e.g. specific aspects arising from annual monitoring reports.

| Requirement (please insert detail) | yes | no | n/a |
|------------------------------------|--------------------------|--------------------------|--------------------------|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | |
|--|----|
| Proposed student cohort intake number please state | 15 |
|--|----|

ALL CONDITIONS MET

The following summarises the key outcomes of the approvals event and provides reasons for the decision.

CONDITIONS

SET 2 *Programme admissions*

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

Condition 1: clarify further in documentation

Reason: The mechanism of the allocation of student placements should be clear and detailed. In particular, explaining that the number of placements may limit their choice regarding selection of preferred clinical speciality

2.2 apply selection and entry criteria, including:

2.2.1 evidence of a good command of written and spoken English;

Condition 2: clarify further in documentation

Reason: There was a concern expressed that the entry to the course with English at Standard grade 3 or a TOEFL min. score of 550 or IELTS 5.5 may place the student at a disadvantage.

Reference should be made to the availability if required, of English courses at the University for Students to attain level 7.0

2.2.3 compliance with any health requirements; and

Condition 3: clarify health requirements for students in Biomedical Science

Reason: - Students should at the induction stage, be informed of the need for health vaccinations in this field and appropriate measures offered.

SET 5 *Practice placements standards*

Condition 4: - To develop documentation for all of the Standards of Education Training Set 5: Practice Placement Standards by mid April. Need particular focus on SETS 5.2, 5.8 and 5.9.

5.1 Practice placements must be integral to the programme.

5.2 There must be an adequate number of appropriately qualified and experienced staff at the placement.

5.3 The practice placement settings must provide:

5.3.1 a safe environment; and for

5.3.2 safe and effective practice.

5.4 Learning, teaching and supervision must be designed to encourage safe and effective practice, independent learning and professional conduct.

5.5 The number, duration and range of placements must be appropriate to the achievement of the learning outcomes.

5.6 The education provider must maintain a thorough and effective system for approving and monitoring all placements.

5.7 Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following:

5.7.1 the learning outcomes to be achieved;

5.7.2 timings and the duration of any placement experience and associated records to be maintained;

5.7.3 expectations of professional conduct;

5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and

5.7.5 communication and lines of responsibility.

5.8 Unless other arrangements are agreed, practice placement educators:

5.8.1 have relevant qualification and experience;

5.8.2 are appropriately registered; and

5.8.3 undertake appropriate practice placement educator training.

5.9 There must be collaboration between the education provider and practice placement providers.

5.10 The education provider must ensure necessary information is supplied to practice placement providers.

5.11 Practice placement providers must ensure necessary information is available at the appropriate time for both the education provider and students.

5.12 A range of learning and teaching methods that respect the rights and needs of patients or clients and colleagues must be in place throughout practice placements.

5.13 The placement providers must have an equal opportunities and anti-discriminatory policy in relation to candidates and students, together with an indication of how this will be implemented and monitored.

Reason: - The section regarding Practice Placement Standards needs specific confirmation on;

- i) **The provision of adequate numbers of staff at the placement hospitals required to meet training needs.**
- ii) **ii) The need for compulsory attendance at placement educator training by all relevant trainers.**

Deadline for *Conditions* to be met: 05 April 2006
To be submitted to Approvals Committee on: 5 May 2006

Commendations

Commendations

- 1) The HPC visitors were very impressed with the collaboration between the Hospital laboratory staff and the University.
- 2) They were enthusiastic supporters for this course to meet the needs of the hospital service.
- 3) The Students and Graduates from existing BSc (Hons) Biomedical Science course expressed their appreciation of the efforts of all in the delivery of the course.
- 4) Four graduates having already found employment in the local hospital reported that their course prepared them well for a career as biomedical scientists.

The nature and quality of instruction and facilities meets the Standards of Education and Training.

We recommend to the Education and Training Committee of the HPC that they approve this programme (subject to any conditions being met).

Visitors' signatures:

Martin Nicholson

David Houlston

Date: 31 January 2006

Health Professions Council

Visitors report

| | |
|---|---|
| Name of education provider | University of Central Lancashire |
| Name and titles of programme(s) | Advanced Certificate Non-Medical Prescribing |
| Date of event | 27.04.06 |
| Proposed date of approval to commence | September 2006 |
| Name of HPC visitors attending (including member type and professional area) | Mr. J. Pickard Dr. J. Mooney |
| HPC Executive officer(s) (in attendance) | Ms Karen Scott Mr Michael Guthrie (Observer) |
| Joint panel members in attendance (name and delegation): | Mr Darryl Brooks (Chair of panel UCLAN) Karen Stansfield Sheffield Hallam University (External Advisor) Alison Bardsley (NMC representative) Dr P Wilson (Royal Pharmaceutical Society) Dr A Alexander (Royal Pharmaceutical Society) Dr K Jones (Royal Pharmaceutical Society) Ms A Lee (UCLAN) Mr J Holloway (UCLAN) Lorna Burrow (Reporting Officer UCLAN) |

Scope of visit (please tick)

| | |
|--|-------------------------------------|
| New programme | <input checked="" type="checkbox"/> |
| Major change to existing programme | <input type="checkbox"/> |
| Visit initiated through Annual Monitoring | <input type="checkbox"/> |

Part 1.

1.1 Confirmation of meetings held

1.2

| | yes | no | n/a |
|---|-------------------------------------|-------------------------------------|--------------------------|
| Senior personnel of provider with responsibility for resources for the programme | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Programme planning team | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Placements providers and educators. The visitors were not able to meet with placement providers and educators. However, a meeting was held with the non-medical prescribing leads from the Trusts. The effectiveness of placement teaching was established via meetings with past students, non-medical prescribing leads and the course team. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| | yes | No |
|-------------------------|-------------------------------------|----|
| Library learning centre | <input checked="" type="checkbox"/> | |
| IT facilities | <input checked="" type="checkbox"/> | |

| | | |
|-----------------------------------|---|--|
| Specialist teaching accommodation | ✓ | |
|-----------------------------------|---|--|

1.2 Confirmation that particular requirements/specific instructions (if any) of the Education and Training Committee that have been explored e.g. specific aspects arising from annual monitoring reports.

1.3

This is a new programme that has not been previously approved by HPC

| Requirement (please insert detail) | yes | No | n/a |
|------------------------------------|--------------------------|--------------------------|-----|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | ✓ |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | ✓ |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | ✓ |

| | |
|---|---|
| Proposed student cohort intake number please state | Maximum of 3 cohorts per year, 30 students per cohort across all professions. Estimated number of AHP's per cohort is 12. |
|---|---|

ALL CONDITIONS MET

The following summarises the key outcomes of the approvals event and provides reasons for the decision.

CONDITIONS

SET 2 *Programme admissions*

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

Condition 1: The course team must revise all documentation (including the Programme Specification, Student Handbooks and Course Fact sheet) to differentiate between levels 3 and 4 study available within the taught element of the programme. This information must address the differences in the teaching and learning strategies and its assessment.

Reason: The programme enables students to be able to undertake level 3 or level 4 study to obtain the same award. The difference between the levels of study and their assessment clearly articulated in order for students to be able to make an informed choice about the level of study they wish to undertake.

2.2 apply selection and entry criteria, including: 2.2.2 criminal convictions checks;

Condition 2: The HEI admissions procedure must make explicit within the programme specification that its procedures ensure that all applicants have been subject to a CRB (enhanced disclosure) check.

Reason: The process to ensure that all entrants to the programme have demonstrated that they have been subject to a CRB (enhanced disclosure) check was not evident within the programme specification provided to the HPC. Other documentation refers to CRB but does not indicate consistently that this is an essential aspect of the admissions process.

2.2.3 compliance with any health requirements

Condition 3: The HEI admissions procedure must make its procedure for ensuring that all applicants have been subject to a positive health check explicit in the documentation.

Reason: The process for ensuring that all entrants to the programme have demonstrated that they have been subject to a positive health check was not evident in the programme specification.

SET 3. *Programme management and resource standards*

3.9 Where students participate as patients or clients in practical and clinical teaching, appropriate protocols must be used to obtain their consent.

Condition 4: The HEI must provide a copy of the consent form that will be used by all students to indicate their consent to participate in role play as a patient or client during practical and clinical teaching.

Reason: A protocol for obtaining informed consent from students involved in such activities was not evident in the documentation.

SET 5. Practice placements standards

5.2 There must be an adequate number of appropriately qualified and experienced staff at the placement.

Condition 5: The HEI must demonstrate that any non-DMP colleagues involved in the teaching and supervision of students on clinical placement have sufficient experience, and that staffing levels are sufficient to support students in their achievement of the aims and learning objectives of the clinical teaching programme.

Reason: The course team advised that up to 50% of the clinical placement teaching may be undertaken by professional colleagues, other than approved designated medical practitioners.

5.6 The education provider must maintain a thorough and effective system for approving and monitoring all placements.

Condition 6: The HEI must document and implement a structured programme to approve monitor all practice placement sites and ensure effective teaching and learning on placement.

Reason: There was no evidence that the HEI had a robust system in place (such as undertaking placements visits or establishing regular, formal correspondence with placement providers) for the adequate monitoring of placements. The HEI can not rely upon previous good experience, or on the efforts of the student in relation to other education programmes, in determining that the placement is adequate to meet HPC's standards.

5.7 Practice placement educators must be fully prepared for placement

Condition 7: The HEI must ensure that all placement staff assisting in the practice-based clinical education of students, including non-DMP staff, are fully briefed for their role in supporting students on the programme.

Reason: A training program for the Designated Medical Practitioner has been established. However, students may spend a considerable length of time (up to 50% of the clinically-based placement programme) under the supervision of other health care professionals during the clinical placement. It is essential that these individuals are also fully informed of the aims and outcomes of the course and are aware of their role in supporting student learning. This could take the form of a checklist for the DMP to use when briefing involved colleagues.

SET 6. Assessment standards

6.5 There must be effective mechanisms in place to assure appropriate standards in the assessment.

Condition 8: The HEI must demonstrate that it has effective mechanisms in place to ensure consistency of assessment across all placements.

Reason: The course documentation and meetings with the course team at the Visit did not delineate how equity is ensured across a range of sites where placement-based assessments will occur

6.7.5 for the appointment of at least one external examiner from the relevant part of the Register.

Condition 9: The HEI must ensure that one external examiner of the programme is an AHP from the relevant part of the HPC register.

Reason: It is a requirement of the HPC that AHP students are examined by an Allied Health Profession whose name is included within the relevant area of the HPC register.

Deadline for Conditions to be met: TBA
To be submitted to Approvals Committee on: TBA

Commendations

Commendation 1: The visitors commended the team on the overall quality of the departmental student handbook

Commendation 2: The visitors commended the University on the quality of DVD package produced in conjunction with the other 8 HEIs and the SHA.

Visitors' signatures:

: Jean Mooney

: Jim Pickard

Date: 10 May 2006

ALL CONDITIONS MET