

Major Change Visitors' Report

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Section one: Programme details

Name of education provider	De Montfort University
Programme title	Prescribing for Health Care Professionals (M Level)
Mode of delivery	Part time
Relevant entitlement(s)	Supplementary prescribing
Date of submission to HPC	25 February 2011
Name and profession of HPC visitors	Paul D. Blakeman (Podiatrist) Bob Dobson (Paramedic)
HPC executive	Ruth Wood

Section two: Submission details

Summary of change

SET 3 Programme management and resources

(SETs 3.8, 3.9, 3.10 and 3.11)

The change is to the physical resources for the programme with the closure of one venue and the moving of the teaching and learning resources to another campus. The education provider states that it will continue to apply the resources as when the programme was originally approved by HPC and that there has been no reduction in resources.

The following documents were provided as part of the submission:

- Change notification form
- Context pack

- Major change SETs mapping document (completed by education provider)
- Appendix 1: Plans for Bosworth House
- Appendix 2: Class room lecture theatre and the City Campus
- Appendix 3: Resources: Additional Information
- Appendix 4: Prescribing Curriculum document 2007

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

Section four: Recommendation of the visitor(s)

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Section five: Visitors' comments

The appendices provided in relation to this change were more lists of resources rather than evidence of application to the specifics of running the programme in the context of serving the student. The change notification form detailed that the move brought resources closer to the teaching base and involved no deviation from the current approved programme and the visitors accept this assurance. However, for future reference the visitors would suggest the education provider could have submitted documentation which provided a fuller narrative of how the resources are used, linked to the specifics of the curriculum in support of the learning and teaching activities. In addition the education provider could have detailed how it is ensuring the availability of adequate and accessible facilities to support the welfare and wellbeing of students in all settings.

The visitors noted that (in appendix 3) the Bosworth House refurbishment was described as being “specifically for nursing and midwifery.” It was noted that

within one of the original HPC conditions in 2006 there was a requirement that the “HEI must ensure that AHP’s are adequately represented in the teaching faculty to ensure profession specific input.” In the context of supplementary prescribing and the “needs” of different AHP groups the visitors feel it would have been preferable for the documentation sent for this major change to have made a re-assertion of the nature and extent to the resources committed specifically to AHP needs in as much as where this might apply.

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Section one: Programme details

Name of education provider	De Montfort University
Programme title	Prescribing for Health Care Professionals (Level 3)
Mode of delivery	Part time
Relevant entitlement(s)	Supplementary prescribing
Date of submission to HPC	25 February 2011
Name and profession of HPC visitors	Paul D. Blakeman (Podiatrist) Bob Dobson (Paramedic)
HPC executive	Ruth Wood

Section two: Submission details

Summary of change

SET 3 Programme management and resources

(SETs 3.8, 3.9, 3.10 and 3.11)

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Section one: Programme details

Name of education provider	Manchester Metropolitan University
Programme title	BSc (Hons) Applied Biomedical Science
Mode of delivery	Full time Part time
Relevant part of HPC register	Biomedical scientist
Date of submission to HPC	10 February 2011
Name and profession of HPC visitors	Mary Popeck (Biomedical scientist) David Houlston (Biomedical scientist)
HPC executive	Ruth Wood

Section two: Submission details

Summary of change

SET 4 Curriculum
SET 6 Assessment

The education provider has informed us of changes to the undergraduate framework of the programme to take it from a 20 credit module system to a 30 credit system over a three year period, commencing with level 4 units in September 2011. The re-packaging of the modules may have an impact on the learning outcomes for the programme, where they are being taught and how they are being assessed.

The following documents were provided as part of the submission:

- Change notification form
- Context pack

- Major change SETs mapping document (completed by education provider)
- Detailed description of the modification of the program to meet the EQAL requirements of the University

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section four: Recommendation of the visitor(s)

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Section one: Programme details

Name of education provider	Queen Margaret University
Programme title	Pg Dip Radiotherapy and Oncology
Mode of delivery	Full time
Relevant part of HPC register	Radiographer
Relevant modality	Therapeutic radiographer
Date of submission to HPC	11 February 2011
Name and profession of HPC visitors	Simon Walker (Therapeutic radiographer) Linda Mutema (Diagnostic radiographer)
HPC executive	Mandy Hargood

Section two: Submission details

Summary of change

SET 3: Programme management and resources
There is a change to the Programme Leader

SET 4: Curriculum

SET 6: Assessment

The year 1 Research methods module has been re-sited into Year 2 of the programme and a new module, Professional Studies, has been introduced which will be studied jointly with physiotherapy students. Module R1018: The Human Body and the module R1026: Science and technology are to be offered as underpinning modules and both are to be assessed formatively.

SET 5: Practice placements

There is to be a change to the method of assessing students in practice

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- Team Curriculum Vitae
- Postgraduate Diploma SOPs mapping
- Review Document
- Student Handbook
- Work Based learning Module Handbook
- Validation Document 2011

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

SET 6.1 The assessment strategy and design must ensure that the student who successfully completes the programme has met the standards of proficiency for their part of the Register.

SOP 1a.1 Expectations of a health professional:

- **Be aware of current UK legislation applicable to the work of their profession;**
- **Be able to practise in accordance with current legislation governing the use of ionising and non- ionising radiation for medicinal and other purposes.**

SOP2b.2 Be able to draw on appropriate knowledge and skills in order to make professional judgements:

- **Be able to apply the risk-benefit philosophy to radiation exposure to protect both individual service users and the radiation gene pool;**
- **Be able to calculate radiation doses and exposures.**

Reason: The visitors noted that the programme team will be making the assessment of the module R1026: Science and Technology formative. If the assessment for this module is to become formative, it will not be included in any credits awarded and therefore cannot be used as an indication of formal success for all students. Also, in the event of the formative assessment being taken and a student not achieving a pass grade, there would be no requirement for that student to retake this assessment as is the case with a summative assessment.

To be sure that students can meet the relevant SOPs, the visitors considered that there is a necessity for students undergoing training to have demonstrated success in completing training in the appropriate areas identified in IR(ME)R 2000, external-reference framework. These key areas do appear to be covered by the underpinning module, Science and Technology, but the core module,

Radiotherapy Science, does not explicitly cover this material again and cannot be used as an indicator of success for the topics indicated in IR(ME)R. In the change proposed, a student could demonstrate success in all the modules required but no individual module now appears to include the requirements of IR(ME)R Schedule 2 because the relative assessment has been changed to a formative assessment.

Suggested documentation: Evidence to demonstrate that the student has successfully completed the requirement of the IR(ME)R 2000, Schedule 2 external- reference framework.

SET 6.2 All assessments must provide a rigorous and effective process by which compliance with external-reference frameworks can be measured.

Reason: The visitors noted that the programme team will be making the assessment of the module R1026: Science and Technology formative. If the assessment for this module is to become formative, it will not be included in any credits awarded and therefore cannot be used as an indication of formal success for all students. Also, in the event of the formative assessment being taken and a student not achieving a pass grade, there would be no requirement for that student to retake this assessment as is the case with a summative assessment.

To be sure that students can meet the relevant SOPs, the visitors considered that there is a necessity for students undergoing training to have demonstrated success in completing training in the appropriate areas identified in IR(ME)R 2000, external-reference framework. These key areas do appear to be covered by the underpinning module, Science and Technology, but the core module, Radiotherapy Science, does not explicitly cover this material again and cannot be used as an indicator of success for the topics indicated in IR(ME)R. In the change proposed, a student could demonstrate success in all the modules required but no individual module now appears to include the requirements of IR(ME)R Schedule 2 because the relative assessment has been changed to a formative assessment.

Suggested documentation: Evidence to demonstrate that the student has successfully completed the requirement of the IR(ME)R 2000, Schedule 2 external- reference framework.

6.1 The assessment strategy and design must ensure that the student who successfully completes the programme has met the standards of proficiency for their part of the Register.

Reason: In the documentation provided the visitors noted that the team propose to change the assessment for the module, Work Based Learning. In point 8.2, proposed changes to programme of the Programme Review Document, it is stated that 'To do this student must undertake two set-ups consecutively.' However, in the Work Based Handbook, point 9.2.2, the team state that '...the assessment will be a single staged and OCRE incorporating two techniques from the following: Head and Neck technique; Pelvic technique; Radical Breast technique; Thoracic technique.' The visitors would therefore like evidence to

distinguish if there are to be two consecutive set ups of the same category at each assessment, or if the team intend to do two of the four assessments consecutively.

Suggested documentation: A clear statement in the programme documents and Management Of Work-Based Learning Handbook could clarify this.

Section four: Recommendation of the visitors

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The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
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Section five: Visitors' comments

The visitors noted in the documentation provided that there were not specific directions as to where certain information in the submission would evidence the changes highlighted. For example, it was not obvious on reading the major change submission who the programme leader was. The visitors articulated that the major change process can be greatly expedited if there is clear mapping to the pertinent information which evidences a change.

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Section one: Programme details

Name of education provider	Roehampton University
Programme title	MA Dramatherapy
Mode of delivery	Part time
Relevant part of HPC register	Art therapist
Relevant modality	Dramatherapist
Date of submission to HPC	2 February 2011
Name and profession of HPC visitors	Jennifer Caldwell (Occupational therapist) Dianne Gammage (Dramatherapist)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

The current programme convener, Henri Seebohm is taking a 1year sabbatical and her responsibilities will be temporarily taken over by Janek Dubowski. In addition, two previously vacant part-time posts have now been filled.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV Dawn Miller
- CV Rebecca Blake
- CV Janek Dubowski

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

Section four: Recommendation of the visitors

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Section one: Programme details

Name of education provider	Sheffield Hallam University
Programme title	Diploma of Higher Education Paramedic Practice
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	3 March 2011
Name and profession of HPC visitors	Vince Clarke (Paramedic) Bob Dobson (Paramedic)
HPC executive	Lewis Roberts

Section two: Submission details

Summary of change

SET 3 Programme management and resources
SET 5 Practice placements

The education provider has proposed increasing student numbers from 90 to 120. The education provider has increased the staff base to 4.5 full time equivalent members of the programme team. The education provider has also informed the HPC of a change to the programme leader from Sue Boardman to Chris Dinsdale.

The following documents were provided as part of the submission:

- Change notification form.
- Context pack.
- Major change SETs mapping document (completed by education provider).
- Profile of course management team.
- CV's of the teaching team and programme leader.

- List and profile of associate lecturers and specialist visiting lecturers.
- Letter from Yorkshire Ambulance Service – outlining partnership arrangements.

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section four: Recommendation of the visitor(s)

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Section one: Programme details

Name of education provider	University of Hertfordshire
Programme title	BSc (Hons) Diagnostic Radiography and Imaging
Mode of delivery	Full time
Relevant part of HPC register	Radiographer
Relevant modality	Diagnostic radiographer
Date of submission to HPC	3 March 2011
Name and profession of HPC visitors	Patricia Fillis (Diagnostic radiographer)
HPC executive	Mandy Hargood

Section two: Submission details

Summary of change

SET 3 Programme management and resources

Change of programme leader for the programme.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV for newly appointed programme leader

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

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Section one: Programme details

Name of education provider	University of Portsmouth
Programme title	FdSc Paramedic Science
Mode of delivery	Full time Part time
Relevant part of HPC register	Paramedic
Date of submission to HPC	1 February 2011
Name and profession of HPC visitors	Stephen Oates (Operating department practitioner) Marcus Bailey (Paramedic)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 4 Curriculum

Changes are being made to the academic calendar. This will involve changes to credit levels in modules and some module content being amalgamated.

SET 6 Assessment

Changes are being made to the academic calendar. This will involve changes to assessment methods as some module content is being amalgamated.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- Use of Non-Standard Years Document
- Academic registrar letter to the HPC
- Revised programme Specification document
- FdSc Paramedic Science overview document

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section four: Recommendation of the visitors

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Section one: Programme details

Name of education provider	University of Portsmouth
Programme title	Dip HE Operating Department Practice
Mode of delivery	Full time
Relevant part of HPC register	Operating department practitioner
Date of submission to HPC	1 February 2011
Name and profession of HPC visitors	Stephen Oates (Operating department practitioner) Marcus Bailey (Paramedic)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 4 Curriculum

Changes are being made to the academic calendar. This will involve changes to credit levels in modules and some module content being amalgamated.

SET 6 Assessment

Changes are being made to the academic calendar. This will involve changes to assessment methods as some module content is being amalgamated.

There has also been a change of external examiner.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- Use of Non-Standard Years Document – Alignment Overview
- Academic Registrar letter to the HPC
- Revised programme specification document
- External examiner CV
- Dip HE overview document

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section one: Programme details

Name of education provider	University of Portsmouth
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time
Relevant part of HPC register	Radiographer
Relevant modality	Diagnostic radiographer
Date of submission to HPC	1 February 2011
Name and profession of HPC visitors	Martin Benwell (Diagnostic radiographer) Paul Brown (Therapeutic radiographer)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

Professional lead has changed following retirement of previous lead and staffing changes and new appointments have occurred.

SET 4 Curriculum

Changes are being made to the academic calendar. This will involve changes to credit levels in modules and some module content being amalgamated.

SET 6 Assessment

Changes are being made to the academic calendar. This will involve changes to assessment methods as some module content is being amalgamated.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV for Harold Clarke
- Letter from University Registrar with explanation of the changes to the academic calendar
- List of academic staff
- Mapping document of existing degree to new degree
- Draft programme specification
- Course structure form for alignment process

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section one: Programme details

Name of education provider	University of Portsmouth
Programme title	BSc (Hons) Therapeutic Radiography
Mode of delivery	Full time
Relevant part of HPC register	Radiographer
Relevant modality	Therapeutic radiographer
Date of submission to HPC	1 February 2011
Name and profession of HPC visitors	Martin Benwell (Diagnostic radiographer) Paul Brown (Therapeutic radiographer)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

Professional lead has changed following retirement of previous lead and staffing changes and new appointments have occurred.

SET 4 Curriculum

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Section one: Programme details

Name of education provider	University of Southampton
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time Part time
Relevant part of HPC register	Occupational therapist
Date of submission to HPC	25 March 2011
Name and profession of HPC visitors	Jennifer Caldwell (Occupational therapist)
HPC executive	Benjamin Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

Programme leader change.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV for new programme leader

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

Section four: Recommendation of the visitor(s)

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

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Section one: Programme details

Name of education provider	University of Southampton
Programme title	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of HPC register	Chiropodist /Podiatrist
Date of submission to HPC	25 March 2011
Name and profession of HPC visitor	Phil Mandy (Chiropodist /Podiatrist)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

The education provider has highlighted that the previous programme lead, Michelle Spruce has been replaced by Alan Borthwick.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV of the new course leader Alan Borthwick

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

Section four: Recommendation of the visitor

To recommend a programme for ongoing approval, the visitor must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

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Section one: Programme details

Name of education provider	University of Surrey
Programme title	Dip HE Operating Department Practice
Mode of delivery	Full time
Relevant part of HPC register	Operating department practitioner
Date of submission to HPC	2 March 2011
Name and profession of HPC visitors	Julie Weir (Operating department practitioner)
HPC executive	Ben Potter

Section two: Submission details

Summary of change

SET 3 Programme management and resources

The education provider has highlighted a programme leader change from Nikki Grimmett to Andi Sambrook.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- Statement of Workload redistribution programme lead - University of Surrey

Section three: Additional documentation

- The visitor agreed that no further documentation was required in order to make a recommendation.
- The visitor agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

SET 3.5 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Reason: Although the educator provider has submitted an up to date CV which clearly highlights the new programme leads' relevant skills and experience they state that no changes in teaching personnel and delivery have occurred (SET 3.5 & 3.6.) Therefore it is not clear from the documentation how the new post holder will manage his pre-existing full-time academic commitments alongside his new role as programme leader. Before making a decision about this submission, the visitor would like to be reassured that taking on this new role will not be of detriment to his pastoral support role.

Suggested documentation: Clarification whether there will be any redistribution of the programme leader's pre-existing commitments amongst other members of the course team, or how they will ensure continued effective pastoral support to over 30 students, as stated in their current CV.

Section four: Recommendation of the visitor

To recommend a programme for ongoing approval, the visitor must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitor agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

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Section one: Programme details

Name of education provider	University of Ulster
Programme title	BSc (Hons) Speech and Language Therapy
Mode of delivery	Full time
Relevant part of HPC register	Speech and language therapist
Date of submission to HPC	24 February 2011
Name and profession of HPC visitors	Elspeth McCartney (Speech and language therapist)
HPC executive	Lewis Roberts

Section two: Submission details

Summary of change

SET 3 Programme management and resources

The education provider has informed us of a change in Course Director to Jennifer Hylands.

The following documents were provided as part of the submission:

- Change notification form
- Context pack
- Major change SETs mapping document (completed by education provider)
- CV

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The SETs for which additional documentation was requested is listed below with reasons for the request.

Section four: Recommendation of the visitor(s)

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.