

## Visitors' report – amended approval process for independent prescribing programmes

### Contents

Section one: Programme details.....	1
Section two: Executive summary.....	1
Section three: Submission details.....	2
Section four: Additional documentation .....	2
Section five: Recommendation of the visitors .....	3
Section six: Visitor comments.....	3

### Section one: Programme details

Name of education provider	City University
Programme name	Independent and Supplementary Non-Medical Prescribing Programme (V300)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name of HCPC visitors and visitor role	Nicola Carey (Independent prescribing) Marcus Bailey (Paramedic)
HCPC executive	Louise Devlin
Date of assessment day	7 November 2013

### Section two: Executive summary

The Health and Care Professions Council (HCPC) approve education programmes in the UK which health and care professionals must complete before they can apply to be registered with us.

As well as approving educational programmes for individuals who want to join the Register, the HCPC approve programmes for those already on the Register.

Along with several other entitlements, we currently approve programmes to allow:

- chiropodists / podiatrists, radiographers and physiotherapists to have their registration record annotated with supplementary prescribing; and
- chiropodists / podiatrists and physiotherapists to have their registration record annotated with independent prescribing.

We have previously ensured that a currently running supplementary prescribing programme at this education provider has met the standards of education and training (SETs). As this new or amended programme is based on an existing HCPC approved supplementary prescribing programme, we can be satisfied that it meets some of the standards for prescribing, which are based on the SETs. However, we have identified some standards where we will need to make a judgement about how the introduction or modification of elements of the programme impact on the way it meets these standards.

To recommend a programme for approval, the visitors must be assured that the programme meets the standards for education providers part of the standards for prescribing, and that those who complete the programme demonstrate an ability to meet the standards for all prescribers (along with the additional standards for independent prescribers where required).

### **Section three: Submission details**

The following required documents were provided as part of the submission:  
Information for applicants (eg advertising materials, admissions / entry criteria)

- Programme specification
- Student handbook
- Information about programme and management team structure, including staff CVs
- Module descriptors
- Extracts from practice placement documents
- Extracts from assessment regulations relating to student progression and external examiners
- Standards for prescribing mapping document

The following additional documents were also provided as part of the submission:

- Module timetable
- Module evaluation
- Designated Medical Practitioner (DMP) Handbook
- University Appeals Procedure
- Examination guidelines
- Objectively Structured Clinical Examination (OSCE) guidelines

### **Section four: 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 standards for which additional documentation is requested are listed below with reasons for the request.

## **Section five: Recommendation of the visitors**

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

- There is sufficient evidence to show the programme meets the standards for education providers part of the standards for prescribing, and therefore that the programme be approved
- There is insufficient evidence to determine if or how the programme meets the standards for education providers part of the standards for prescribing. Therefore, a visit is recommended to gather more evidence, and if required place conditions on approval of the programme

## **Section six: Visitor comments**

The visitors noted that there were references to the HCPC's former name, the Health Professions Council (HPC) in the application form (page 2) and also reference to the requirement for a Criminal Records Bureau (CRB) check, which are now Disclosure and Barring Service (DBS) checks. It may also be useful for the programme team to clarify the terminology regarding the requirement for an "up to date CRB check" (page 8) to ensure that students are clear of the timelines regarding the currency of their criminal convictions checks. The visitors therefore suggest that the programme team update their documentation to ensure that the terminology used is accurate, consistent and reflective of the language associated with statutory regulation and the HCPC.

The visitors would also like to note that it was difficult to see which standards for all prescribers were met by which learning outcome, and therefore for future submissions, the education provider should consider mapping the standards for all prescribers to the specific learning outcomes they are met through.

Finally, the visitors noted that the attendance requirements were listed in the application form guidance notes. The visitors would like to suggest that this is also included within the programme handbook, to ensure that students are aware of the minimum requirements around attendance on the programme, and the consequences of non-attendance.