

## Major change visitors' report

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### Section one: Programme details

Name of education provider	Academy for Healthcare Science
Programme title	Certificate of Attainment
Mode of delivery	Full time
Relevant part of the HCPC Register	Clinical scientist
Date of submission to the HCPC	29 March 2017
Name and role of HCPC visitor	Geraldine Hartshorne
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

Change of programme leader.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Document outlining the change of programme leader to the programme
- Curriculum vitae for new programme leader
- Programme handbook
- Role specification for Head of Scientist Training Programmes

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	Academy for Healthcare Science
Programme title	Certificate of Equivalence
Mode of delivery	Full time
Relevant part of the HCPC Register	Clinical scientist
Date of submission to the HCPC	29 March 2017
Name and role of HCPC visitor	Geraldine Hartshorne
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

Change of programme leader.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Document outlining the change of programme leader to the programme
- Curriculum vitae for new programme leader
- Programme handbook
- Role specification for Head of Scientist Training Programmes

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	Birmingham City University
Programme title	BSc (Hons) Speech and Language Therapy
Mode of delivery	Full time Part time
Relevant part of the HCPC Register	Speech and language therapist
Date of submission to the HCPC	24 January 2017
Name and role of HCPC visitors	Caroline Sykes (Speech and language therapist) Jenny Ford (Speech and language therapist)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 4: Curriculum

#### SET 5: Practice placements

#### SET 6: Assessment

As part of University wide changes to the structure of all modules from multiples of 15 to multiples of 20, the modules for this programme have been repackaged to reflect the university requirements.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Module descriptors
- Speech and language therapy QAA benchmark descriptors

- Programme context document
- Standards of proficiency mapping

### 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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### 5.2 The number, duration and range of practice placements must be appropriate to support the delivery of the programme and the achievement of the learning outcomes.

**Reason:** The visitors noted in their reading of the evidence provided that the revisions to the programme could impact on how the practice placements will operate. The education provider will be running out one programme alongside the implementation of the new programme. The visitors are concerned that there will be insufficient practice placement capacity in terms of the number of practice placements available, to ensure that the learning outcomes for both the old and new programmes will be met. Therefore the visitors need further evidence that clearly demonstrates how the education provider will ensure that there are sufficient practice placements to support and run both the old and new programme to ensure that the learning outcomes for the programme are achieved.

**Additional evidence:** Evidence that clearly demonstrates that there will be sufficient practice placements for the old and new programmes to ensure that the learning outcomes for the programme continue to be met.

### Section four: Recommendation of the visitors

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.

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### Section one: Programme details

Name of education provider	Birmingham City University
Programme title	DipHE Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC Register	Operating department practitioner
Date of submission to the HCPC	6 February 2017
Name and role of HCPC visitors	Nick Clark (Operating department practitioner) David Bevan (Operating department practitioner)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

#### SET 6: Assessment

As part of University wide changes, the modules for this programme will be repackaged from multiples of 15 credits to multiples of 20 credits from September 2017. This change may impact how the programme continues to meet several standards of education and training.

The programme leader for the programme has also changed.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)

- Programme specification
- Module descriptors
- QAA benchmark statement
- Practice assessment document
- Staff curriculum vitae
- Programme leader curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	Birmingham City University
Programme title	Dip HE Paramedic Science
Mode of delivery	Full time
Relevant part of the HCPC Register	Paramedic
Date of submission to the HCPC	9 February 2017
Name and role of HCPC visitors	Timothy Hayes (Paramedic) Robert Fellows (Paramedic)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

#### SET 6: Assessment

As part of University wide changes to the credit weighting of all modules from multiples of 15 to multiples of 20, the modules for this programme have been repackaged to reflect the university requirements. The education provider has also noted other curriculum and assessment changes, and changes to the placement structure.

The education provider has also changed the programme leader and intends to increase student numbers to a maximum of 40, an increase of ten students.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Alumni feedback
- Context document from education provider
- Curriculum meeting minutes
- Draft programme curriculum initiation meeting
- Practice placement feedback
- External examiner feedback
- Draft timetable
- Programme feedback
- National student survey information
- Curriculum vitae for new programme leader
- QAA bench marking document
- Programme portfolio for level 4
- Programme portfolio for level 5
- Module descriptors
- Standards of proficiency mapping

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### **4.1 The learning outcomes must ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.**

**Reason:** The visitors noted from their reading of the documentation for this change that the standards of proficiency mapping appeared in some instances to be mapped to the modules for level 4 only. The visitors were therefore unsure if the standards of proficiency (SOPs) are met for the direct entry to level 5 students. This includes SOPs 8.8, 9.5 12.3, 14.13, 15 and 15.1. There are also elements of other SOPs that are not mapped against level 5 modules in the mapping document and therefore the visitors are unclear as to whether this standard continues to allow those who complete the programme to meet the standards paramedics. As such, the visitors require further evidence that demonstrates how the SOPs for direct entry level 5 students are met.

**Suggested documentation:** Evidence that clearly demonstrates that students on both levels of the programme meet the standards of proficiency for paramedics.

## **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:** The visitors noted from their reading of the documentation for this change that the standards of proficiency mapping appeared in some instances to be mapped to the modules for level 4 only. The visitors were therefore unsure if the standards of proficiency (SOPs) for the direct entry to level 5 students are met. This includes SOPs 8.8, 9.5 12.3, 14.13, 15 and 15.1. There are also elements of other SOPs that are not mapped against level 5 modules in the mapping document and therefore the visitors are unclear as to whether the assessment strategy continues to ensure that those who complete the programme have met the standards of proficiency for paramedics. As such, the visitors require further evidence that demonstrates how the SOPs for direct entry level 5 students are met.

**Suggested documentation:** Evidence that clearly demonstrates that students on both levels of the programme meet the standards of proficiency for paramedics.

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

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.

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### Section one: Programme details

Name of education provider	University of Bedfordshire
Programme title	Diploma of Higher Education Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC Register	Operating department practitioner
Date of submission to the HCPC	13 December 2016
Name and role of HCPC visitor	Tony Scripps (Operating department practitioner)
HCPC executive	Tamara Wasylec

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

Programme leader change from Phillip Beckwith to Andrea Thompson.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Staff curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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.

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### Section one: Programme details

Name of education provider	University of Bedfordshire
Programme title	BSc (Hons) Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC Register	Operating department practitioner
Date of submission to the HCPC	13 December 2016
Name and role of HCPC visitor	Tony Scripps (Operating department practitioner)
HCPC executive	Tamara Wasylec

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

Programme leader change from Phillip Beckwith to Andrea Thompson.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Staff curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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.

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### Section one: Programme details

Name of education provider	British Psychological Society
Programme title	Qualification in Occupational Psychology (Stage 2)
Mode of delivery	Flexible
Relevant part of the HCPC Register	Practitioner psychologist
Relevant modality	Occupational psychologist
Date of submission to the HCPC	28 March 2017
Name and role of HCPC visitors	Stephen Fisher (Occupational psychologist) Antony Ward (Practitioner psychologist)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

#### SET 6: Assessment

The education provider has made changes to the programme to ensure it continues to meet the standards for the profession and the standards of proficiency. The changes included updating all student related documentation to reflect the changes made.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Candidate handbook

- Evaluation of Candidate Progress (ECP) Form
- Assessment Master Record (AMR)

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	University of Coventry and University of Warwick
Programme title	Doctorate in Clinical Psychology (D.Clin.Psy)
Mode of delivery	Full time
Relevant part of the HCPC Register	Practitioner psychologist
Relevant modality	Clinical psychologist
Date of submission to the HCPC	23 February 2017
Name and role of HCPC visitors	Stephen Davies (Clinical psychologist) Lincoln Simmonds (Clinical psychologist)
HCPC executive	Niall Gooch

### Section two: Submission details

#### Summary of change

#### SET 4: Curriculum

#### SET 6: Assessment

Some modules reorganised, with stronger focus on leadership skills across the piece, and new assessment methods to be used.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Module descriptors
- Programme handbook
- Professional portfolio guidelines

- Pre-application information
- Trainee entry agreement
- SOPs mapping document

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	The Royal Central School of Speech and Drama
Name of validating body	University of London
Programme title	MA Drama and Movement Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Arts therapist
Relevant modality	Dramatherapist
Date of submission to the HCPC	20 March 2017
Name and role of HCPC visitors	Tina Pyman (Dramatherapist) Jane Day (Radiographer)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 2: Programme admissions

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

#### SET 6: Assessment

The education provider has informed the HCPC of its intention to extend the length of the programme to allow students further time to complete practice placements, the research projects, and to allow for more time in delivering the curriculum.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)

- Programme specification
- Self-evaluation document
- Change proposal document
- Single equality scheme
- Quality assurance handbook
- Academic regulations
- Placement handbook
- Periodic review document
- Annual monitoring report

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	University of Derby
Programme title	MA Art Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Arts therapist
Relevant modality	Art therapy
Date of submission to the HCPC	27 March 2017
Name and role of HCPC visitors	John Crossfield (Arts therapist) Janek Dubowski (Arts therapist)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

#### SET 5: Practice placements

The education provider has highlighted a plan to increase the number of students from sixteen students per cohort, one cohort per year to 20 students per cohort, one cohort per year.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Budget plan
- Placement coordinator funding evidence
- Practice placement coordinator in therapeutic arts
- Specialist rooms evidence

- Art therapy placements evidence
- Technician support e-mail
- An introduction to art therapy supervision

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	The Frontline Organisation
Validating body	University of Bedfordshire
Programme title	The Frontline Academy (PG Dip Social Work)
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	8 March 2017
Name and role of HCPC visitor	David Childs (Social worker in England) Gary Dicken (Social worker in England)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

##### SET 2: Programme admissions

The education provider has informed the HCPC of its intention to remove currently required A Levels from the admissions and entry requirements for the programme.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Admissions processes
- Equality and diversity policy
- Programme hand book sections
- Recruitment and admissions handbook

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	Glasgow Caledonian University
Programme title	MSc Occupational Therapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC Register	Occupational therapist
Date of submission to the HCPC	19 April 2017
Name and role of HCPC visitors	Angela Ariu (Occupational therapist) Bernadette Waters (Occupational therapist)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

#### SET 5: Practice placements

The education provider has highlighted an increase in the number of students from 20 students per cohort, one cohort per year to 43 students per cohort, one cohort per year for the January 2017 intake only.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Major change document
- Staff curriculum vitae
- Generic practice education handbook
- Approved programme document
- School of Health and Life Sciences generic document
- Current timetable for year 1

- Distribution of practice placement hours document
- Example of practice educator training
- Current portfolio of placement sites
- Placement allocation information

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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	Glasgow Caledonian University
Programme title	BSc (Hons) Diagnostic Imaging
Mode of delivery	Full time
Relevant part of the HCPC Register	Radiographer
Relevant modality	Diagnostic radiographer
Date of submission to the HCPC	10 April 2017
Name and role of HCPC visitor	Martin Benwell (Diagnostic radiographer)
HCPC executive	Mandy Hargood

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for new programme leader

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	London Ambulance Service NHS Trust
Programme title	Paramedic Programme
Mode of delivery	Work based learning
Relevant part of the HCPC Register	Paramedic
Date of submission to the HCPC	2 May 2017
Name and role of HCPC visitor	Anthony Hoswell (Paramedic)
HCPC executive	Mandy Hargood

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for new programme leader

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	University of Liverpool
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Occupational therapist
Date of submission to the HCPC	3 March 2017
Name and role of HCPC visitors	Rebecca Khanna
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

A change to the programme leader.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme leader curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	MA Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	7 April 2017
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) Christine Stogdon (Social worker in England)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

##### SET 5: Practice placements

The education provider has proposed a change to practice placements in order to meet the stretch criteria for the Department of Health's teaching partnerships. Specifically, students will be involved in a pilot to undertake a first year placement in a statutory organisation, rather than in a third sector organisation.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Management board minutes
- Practice education and support workstream documentation
- Practice educator documentation
- Student pilot placements information

- Placement handbook
- Inter parties agreement
- Placement assessment information
- Placement details
- Practice curriculum

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	PG Diploma in Social Work (Masters Exit Route Only)
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	7 April 2017
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) Christine Stogdon (Social worker in England)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

##### SET 5: Practice placements

The education provider has proposed a change to practice placements in order to meet the stretch criteria for the Department of Health's teaching partnerships. Specifically, students will be involved in a pilot to undertake a first year placement in a statutory organisation, rather than in a third sector organisation.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Management board minutes
- Practice education and support workstream documentation
- Practice educator documentation

- Student pilot placements information
- Placement handbook
- Inter parties agreement
- Placement assessment information
- Placement details
- Practice curriculum

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	Manchester Metropolitan University
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Physiotherapist
Date of submission to the HCPC	11 April 2017
Name and role of HCPC visitor	Nicola Smith (Physiotherapist)
HCPC executive	Mandy Hargood

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Curriculum vitae for new programme leader
- Staff changes document
- Annual monitoring documentation

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	Oxford Brookes University
Programme title	BSc (Hons) Operating Department Practice
Mode of delivery	Full time Part time
Relevant part of the HCPC Register	Operating department practitioner
Date of submission to the HCPC	21 February 2017
Name and role of HCPC visitors	David Bevan (Operating department practitioner) Nick Clark (Operating department practitioner)
HCPC executive	Jasmine Pokuaa Oduro-Bonsrah

### Section two: Submission details

#### Summary of change

#### SET 4: Curriculum

#### SET 6: Assessment

The education provider has made a number of changes to the module structure, learning outcomes and the assessment of these modules.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Standards of proficiency mapping document
- Module descriptors
- Subject committee meeting minutes

- Placement mapping document
- Module flowchart document
- Student feedback for module changes
- Policy for the moderation of student assessments
- External examiners feedback for module changes
- University's major change to programmes document

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 education provider submitted a programme specification as part of the evidence to support the change. The visitors noted in the programme specification that the admissions criteria now states that acceptance onto the programme is subject to a satisfactory DBS check. As there are two DBS levels, 'standard' and 'enhanced', the visitors recommend that the education provider tells applicants what type of DBS checks are required before they are accepted onto the programme.

## Major change visitors' report

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### Section one: Programme details

Name of education provider	Oxford Brookes University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time Part time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	21 March 2017
Name and role of HCPC visitors	Richard Barker (Social worker in England) Anne Mackay (Social worker in England)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

#### SET 4: Curriculum

#### SET 6: Assessment

The education provider has notified the HCPC that they have revised three compulsory modules in the programme.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- SOPs mapping
- Module descriptors
- Education provider internal major change form

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	Oxford Brookes University
Programme title	MSc Physiotherapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC Register	Physiotherapist
Date of submission to the HCPC	4 April 2017
Name and role of HCPC visitor	Karen Harrison (Physiotherapist) Anthony Power (Physiotherapist)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

##### SET 4: Curriculum

##### SET 6: Assessment

The education provider has informed the HCPC that it intends to replace the inter professional 'Leadership in Health Care' module of the programme, which is currently studied with students who are qualified nurses working in management roles in NHS Trusts, with the 'Leadership in Collaborative Practice' module, currently run for MSc (Pre-registration) Occupational Therapy students. This decision is the result of poor module evaluation, as the pre-qualifying students felt that the current module was not tailored appropriately to their stage of learning. This change will support shared professional learning in the field of leadership, management and collaborative practice at an appropriate level.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack

- Major change SETs mapping document (completed by education provider)
- Programme specification
- Standards of proficiency mapping
- Module descriptors

### **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 standards of education and training (SETs), for which additional documentation was requested, are 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 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.

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### Section one: Programme details

Name of education provider	University of Portsmouth
Programme title	Cert HE Paramedic Practice
Mode of delivery	Full time Work based learning
Relevant part of the HCPC Register	Paramedic
Date of submission to the HCPC	21 March 2017
Name and role of HCPC visitors	Timothy Hayes (Paramedic) Gordon Pollard (Paramedic)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

#### SET 2: Programme admissions

#### SET 3: Programme management and resources

#### SET 5: Practice placements

The education provider has proposed an increase in student numbers from 30 students per cohort, two cohorts per year to 30 students per cohort, three cohorts per year.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme timetable overview
- Letter from South Central Ambulance Service

- Details of additional mentorship activity
- Evaluation of mentor training
- Breakdown of commissioned numbers
- Business plan
- Information regarding new skills and simulation facilities
- Register for Supporting Learners in Practice (SLiP) course
- Staff profiles
- Student numbers at placement
- Comparison of the bespoke mentorship course to the two day course
- South Central Ambulance Service recruitment process

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### **5.8 Practice placement educators must undertake appropriate practice placement educator training.**

**Reason:** The visitors noted from the evidence provided in a letter from South Central Ambulance Service (SCAS) (Appendix 5) that 50 new staff being are being trained to become mentors by autumn 2017 using a Level 6 30 credit course. The visitors also noted in other supporting documentation (appendices 6, 6a, 7, 7a and 7b) that mentors were being trained using a 2 day 'Supporting learners in practice course'. However, the visitors were unclear, from the evidence provided, about the content of the Level 6 30 credit course and, as such, they require further evidence regarding the content of this training in order to determine that this training is appropriate.

**Suggested documentation:** Further information and evidence regarding the content of the educator training for practice educators who are undertaking the Level 6 30 credit course.

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

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.

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### Section one: Programme details

Name of education provider	Queen's University of Belfast
Programme title	Doctorate in Clinical Psychology (DclinPsych)
Mode of delivery	Full time
Relevant part of the HCPC Register	Practitioner psychologist
Relevant modality	Clinical psychologist
Date of submission to the HCPC	10 April 2017
Name and role of HCPC visitor	Stephen Davies (Clinical psychologist)
HCPC executive	Rebecca Stent

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for the new programme leader
- Terms and conditions of employment
- Job details
- Probation regulation for academic staff
- Senior lecturer academic profile

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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	The Robert Gordon University
Programme title	Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Nicholas Haddington (Independent prescriber) Alaster Rutherford (Independent prescriber)
HCPC executive	Jasmine Pokuaa Oduro-Bonsrah
Date of submission to the HCPC	3 April 2017

### Section two: Submission details

#### Summary of change

#### Standard B: Programme management and resources

#### Standard C: Curriculum

#### Standard E: Assessment

Following the changes in legislation to allow dietitians to access supplementary prescribing, the education provider is seeking to include dietitians on their non-medical prescribing programme.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change standards for prescribing for education providers mapping document (completed by education provider)
- Letter of intent to update the service level agreement
- Staff curriculum vitae
- Examples of case studies
- Non-Medical Prescribing Timetable

### **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 standards for prescribing for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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 Salford
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time Part time
Relevant part of the HCPC Register	Physiotherapist
Date of submission to the HCPC	16 February 2017
Name and role of HCPC visitors	Kathryn Campbell (Physiotherapist) Valerie Maehle (Physiotherapist)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

##### SET 4: Curriculum

##### SET 6: Assessment

The education provider has indicated changes to the programme structure, the timing and quantity of assessment, programme and module learning outcomes, and the names of modules.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- SOPs mapping document
- Employer and Graduate questionnaire report

- Framework for Higher Education Qualifications (FHEQ) mapping
- The Chartered Society of Physiotherapy (CSP) mapping
- External examiner reports
- Programme structure
- Industry Collaboration Zones (ICZ) curriculum readiness document
- Assessment mapping
- Level 5 and 6 Practice-Based Learning assessment document
- Academic regulations

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### **6.9 Assessment regulations must clearly specify requirements for an aegrotat award not to provide eligibility for admission to the Register.**

**Reason:** The visitors noted from the academic regulations and programme specification submitted as part of the evidence for the changes to the programme that they do not clearly specify requirements for an aegrotat award not to provide eligibility for admission to the Register. Although this was not one of the changes being reviewed by the visitors, the visitors noted that they would expect to see this statement in the assessment regulations or the programme specification for the programme. As such, the visitors require further evidence that the assessment regulations for this programme clearly specify requirements for an aegrotat award not to provide eligibility for admission to the Register.

**Suggested documentation:** Documentation that demonstrates that the assessment regulations clearly specify requirements for an aegrotat award not to provide eligibility for admission to the Register.

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

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 Salford
Programme title	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of the HCPC Register	Chiropodist / podiatrist
Relevant entitlements	Prescription only medicines – administration Prescription only medicines - Supply
Date of submission to the HCPC	23 March 2017
Name and role of HCPC visitors	Catherine Smith (Chiropodist / podiatrist) Sharon Wiener-Ogilvie (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

##### SET 4: Curriculum

##### SET 6: Assessment

The education provider programme team have stated that the existing modules will be subject to changes structurally. The changes are being made to ensure the programme allows graduates to have developed business skills to undertake employment either in the NHS or private practice.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification

- Module descriptors
- Learning outcomes document
- Mapping documents for Level 4 to 6
- Standards of proficiency mapping

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 Salford
Programme title	BA (Hons) Social Work
Mode of delivery	Part time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	7 April 2017
Name and role of HCPC visitor	Vicki Lawson-Brown (Social worker in England)
HCPC executive	Rebecca Stent

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for the new programme leader

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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 Salford
Programme title	Post Graduate Diploma Social Work (Step Up)
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	10 April 2017
Name and role of HCPC visitor	David Childs (Social worker in England)
HCPC executive	Mandy Hargood

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae of 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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	Sheffield Hallam University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	16 March 2017
Name and role of HCPC visitors	Patricia Cartney (Social worker in England) Dorothy Smith (Social worker in England)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

##### SET 4: Curriculum

##### SET 6: Assessment

The education provider has informed HCPC that it intends to replace modules for two levels of the programme, with the intention of enhancing student learning, and to ensure the programme meets the revised standards of proficiency for Social workers in England.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum modification document
- Module descriptors

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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.

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### Section one: Programme details

Name of education provider	University of Southampton
Programme title	MSci Healthcare Science (Audiology)
Mode of delivery	Full time
Relevant part of the HCPC Register	Hearing aid dispenser
Date of submission to the HCPC	28 February 2017
Name and role of HCPC visitors	Hugh Crawford (Hearing aid dispenser) Richard Sykes (Hearing aid dispenser)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 2: Programme admissions

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

The education provider informed the HCPC of the intention to change the placements for the programme. This change has been made with the intention to assist students, as the funding currently provided by the Local Education and Training Board (LETB) to support students on the programme will no longer be available. The education provider has restructured placements and teaching in the second and third years of the programme to accommodate this change.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification

- Open day talk
- Induction day presentation

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 visitors noted in their reading of the evidence provided that there is reference to the HCPC as the 'accreditation body'. This is not the correct terminology as the HCPC does not accredit programmes, instead we approve programmes that lead to Registration with the HCPC. The visitors would like to remind the education provider that all documentation should be reviewed to ensure that the correct terminology is applied to the documentation relating to this programme.

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### Section one: Programme details

Name of education provider	University of Southampton
Programme title	BSc (Hons) Healthcare Science (Audiology)
Mode of delivery	Full time
Relevant part of the HCPC Register	Hearing aid dispenser
Date of submission to the HCPC	28 February 2017
Name and role of HCPC visitors	Hugh Crawford (Hearing aid dispenser) Richard Sykes (Hearing aid dispenser)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 2: Programme admissions

#### SET 3: Programme management and resources

#### SET 4: Curriculum

#### SET 5: Practice placements

The education provider informed the HCPC of the intention to change the placements for the programme. This change has been made with the intention to assist students, as the funding currently provided by the Local Education and Training Board (LETB) to support students on the programme will no longer be available. The education provider has restructured placements and teaching in the second and third years of the programme to accommodate this change.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack

- Major change SETs mapping document (completed by education provider)
- Programme specification
- Open day talk
- Induction day presentation

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 visitors noted in their reading of the evidence provided that there is reference to the HCPC as the 'accreditation body'. This is not the correct terminology as the HCPC does not accredit programmes, instead we approve programmes that lead to Registration with the HCPC. The visitors would like to remind the education provider that all documentation should be reviewed to ensure that the correct terminology is applied to the documentation relating to this programme.

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### Section one: Programme details

Name of education provider	Teesside University
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time
Relevant part of the HCPC Register	Radiographer
Relevant modality	Diagnostic radiographer
Date of submission to the HCPC	5 April 2017
Name and role of HCPC visitor	Stephen Boynes (Diagnostic radiographer)
HCPC executive	Rebecca Stent

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for the new programme leader

### 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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### **3.4 There must be a named person who has overall professional responsibility for the programme who must be appropriately qualified and experienced and, unless other arrangements are agreed, be on the relevant part of the Register.**

**Reason:** The visitor noted that the curriculum vitae provided indicates that the new programme leader is appropriately registered and possesses a suitable educational qualification. However, the visitor also noted that the new programme leader has limited teaching experience and no information or evidence has been submitted regarding how she will be supported to undertake the role. As the programme leader role is such a key role in the management and quality of the programme, the visitor requires further evidence to illustrate how the new staff member will be supported in this role.

**Suggested documentation:** Information and evidence regarding the support mechanisms in place for the new programme leader such as the transition arrangements, any training provided and curriculum vitae of other key staff who will be supporting the new programme leader.

### Section four: Recommendation of the visitor

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.

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### Section one: Programme details

Name of education provider	Teesside University
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Occupational therapist
Date of submission to the HCPC	7 April 2017
Name and role of HCPC visitor	Rebecca Khanna (Occupational therapist)
HCPC executive	Rebecca Stent

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for the new programme leader

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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	Teesside University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	7 April 2017
Name and role of HCPC visitor	Graham Noyce (Social worker in England)
HCPC executive	Rebecca Stent

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Staff curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### **Section four: Recommendation of the visitor**

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.

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### Section one: Programme details

Name of education provider	University of East Anglia
Programme title	BA (Hons) in Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	20 April 2017
Name and role of HCPC visitors	Anne Gribben (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 2: Admissions

#### SET 5: Practice placements

The education provider has noted that changes will be made to their existing BA (Hons) and MA programmes as a result of successfully obtaining funding for the Social Work Teaching Partnership (SWTP) with Norfolk and Suffolk Local Authority (LA). These changes are planned for implementation in September 2017.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Supporting letters from local authorities for the teaching partnerships
- List of teaching partnership objectives

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 East Anglia
Programme title	MA in Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	20 April 2017
Name and role of HCPC visitors	Anne Gribben (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 2: Admissions

#### SET 5: Practice placements

The education provider has noted that changes will be made to their existing BA (Hons) and MA programmes as a result of successfully obtaining funding for the Social Work Teaching Partnership (SWTP) with Norfolk and Suffolk Local Authority (LA). These changes are planned for implementation in September 2017.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Supporting letters from local authorities for the teaching partnerships
- List of teaching partnership objectives

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 East London
Programme title	Professional Doctorate in Counselling Psychology
Mode of delivery	Full time Part time
Relevant part of the HCPC Register	Practitioner psychologist
Relevant modality	Counselling psychologist
Date of submission to the HCPC	17 March 2017
Name and role of HCPC visitors	Tony Ward (Counselling psychologist)
HCPC executive	Mandy Hargood

### 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:

- New programme leader curriculum vitae
- Other staff curriculum vitae

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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 the West of England, Bristol
Programme title	MA Music Therapy
Mode of delivery	Part time
Relevant part of the HCPC Register	Arts therapist
Relevant modality	Music therapy
Date of submission to the HCPC	3 March 2017
Name and role of HCPC visitors	Donald Wetherick (Music therapy) Pheone Cave (Music therapy)
HCPC executive	Alex Urquhart

### Section two: Submission details

#### Summary of change

##### SET 5: Practice placements

The education provider proposed to send students on overseas placements as part of the final year placement.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Placement supervisor appraisal form
- Professional practice year 3 handbook
- Advanced music therapy practice handbook
- Placement health and safety agreement
- UWE Travel insurance document
- Placement checklist

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

**Reason:** The visitors noted that the education provider would continue to follow the same approval and monitoring process as UK based placements, however for the overseas placements a UWE member of staff or appointed HCPC registered advisor would carry out the initial audit for the placement. When reviewing the evidence the visitors could not find information about the requirements for the appointed advisor in the evidence provided ensuring that the audits would be carried out effectively, thoroughly and consistently. Without this information the visitors could not determine that there would continue to be a thorough and effective system for approving and monitoring all placements, including overseas placements.

**Suggested documentation:** Documentation that clarifies the requirements for an appointed advisor for approving and monitoring overseas placements.

#### **5.9 Practice placement educators must be appropriately registered, unless other arrangements are agreed.**

**Reason:** The visitors reviewed the evidence provided with regard to this standard, the visitors noted that there were specific requirements for the practice placement managers and educators for overseas placements. However the visitors could not determine whether or not there were different requirements for the registration of practice placement managers and educators for overseas placements. Therefore the visitors require further documentation to provide clarity about the requirements for HCPC registration, or alternative arrangements for registration of practice placement managers and educators for overseas placements.

**Suggested documentation:** Documentation that provides clarity about the requirements for the registration for practice placement managers and educators for overseas placements.

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

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 the West of England, Bristol
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Occupational therapist
Date of submission to the HCPC	29 March 2017
Name and role of HCPC visitors	Dawn Blenkin (Occupational therapist) Natalie Matchett (Occupational therapist)
HCPC executive	Rebecca Stent

### Section two: Submission details

#### Summary of change

##### SET 5: Practice placements

The education provider has flagged that students will have the opportunity to complete their final placement overseas.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Module specification
- Placement failure protocol
- Placement portfolio
- Sample learning contract
- Exchange agreement
- Erasmus new partner guidance
- Operational handbook

### **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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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	Wiltshire College
Name of validating body	University of Bath
Programme title	BSc (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC Register	Social worker in England
Date of submission to the HCPC	15 February 2017
Name and role of HCPC visitors	Patricia Cartney (Social worker in England) Anne Mackay (Social worker in England)
HCPC executive	Mandy Hargood

### Section two: Submission details

#### Summary of change

#### SET 3: Programme management and resources

A change to the programme leader and additional staff recruited to the programme.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Staff curriculum vitae

### 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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### 3.2 The programme must be effectively managed.

**Reason:** The visitors read the evidence provided for this major change. The visitors noted that there had been a significant change in the staffing for the programme, including the programme leader. There has also been a change in the number of students on each year of the programme. After reading the visitor report in the context pack for the visit in January 2015, the visitors noted that plans for an increase of student numbers for the programme were approved from September 2015. However, the visitors were concerned whether given , the significant changes to the staff since then, the programme is being effectively managed. Specifically, the visitors are concerned that the new staff may be sufficiently inexperienced and supported in managing an increase in student numbers.

**Suggested documentation:** Documentation that clearly demonstrates that the programme is effectively managed in terms of induction and mentoring of the Programme Leader and staff onto the programme and ensuring that the increase in student numbers does not adversely affect the management of the programme.

#### 3.4 There must be a named person who has overall professional responsibility for the programme who must be appropriately qualified and experienced and, unless other arrangements are agreed, be on the relevant part of the Register.

**Reason:** The visitors received the curriculum vitae for the new programme leader and noted that she has previously taught on the programme before. Whilst the visitors were satisfied that the new programme leader is appropriately qualified and experienced to carry out the role, they were concerned that with the new staff in place the new programme leader would need additional support in the pivotal role of programme leader with the number of new staff whose experience will be varied. Therefore, the visitors require further evidence that demonstrates the support, training and mentoring that the new programme leader will receive in the role of programme leader.

**Suggested documentation:** Evidence that demonstrates the support for the programme leader in carrying out their role.

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

**Reason:** The visitors note that curriculum vitae of the new staff have been provided that indicates the qualifications and experience of the new members of staff. However, there is no evidence provided as to whether the staff are appropriately qualified and

experienced staff to carry out the roles and responsibilities to deliver an effective programme. The visitors did not receive evidence that indicated how the new staff would use their experience to teach and assess students' progress on the programme. Therefore the visitors were unsure if this standard continues to be met.

**Suggested documentation:** Evidence that demonstrates the staff being developed and used within the programme draws on the experience that each new member of staff has to demonstrate this standard continues to be met; evidence that demonstrates how the new staff are being supported to take on new roles in relation to teaching and assessment of students.

### **3.6 Subject areas must be taught by staff with relevant specialist expertise and knowledge.**

**Reason:** The visitors note that curriculum vitae of the new staff have been provided that indicates the qualifications and experience of the new members of staff. However, the information is rather limited. There is no evidence provided that whether the staff have the specialist expertise and knowledge to teach on the programme. Therefore the visitors were unsure if this standard continues to be met.

**Suggested documentation:** Evidence that demonstrates the staff being developed and used within the programme drawing on the experience that each new member of staff has to ensure that the subject areas are appropriately taught. Evidence that demonstrates how the new staff are being supported to take on new roles in relation to teaching and assessment of students.

### **3.7 A programme for staff development must be in place to ensure continuing professional and research development.**

**Reason:** The visitors note that three of the new members of staff appear to be new to working within a higher education environment. The visitors did not receive evidence that demonstrates that the staff will receive staff development to allow them to develop in their new roles in higher education. It was unclear if any of the new staff teaching on the programme are research active and no information has been provided about how research is informing the curriculum. Therefore the visitors are unclear if the new staff would receive staff development to ensure that they are prepared to deliver an effective programme.

**Suggested documentation:** Evidence that clearly demonstrates that there is a programme of staff development relevant to teaching and assessment in higher education to ensure that the new staff are supported in their new role. This evidence could include mentorship and continuing professional development from the validating body that will demonstrate how new staff are supported in their new roles. Evidence of how staff are supported to ensure research development.

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

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.

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### Section one: Programme details

Name of education provider	York St John University
Programme title	BHSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC Register	Occupational therapist
Date of submission to the HCPC	10 February 2017
Name and role of HCPC visitor	Patricia McClure (Occupational therapist)
HCPC executive	Mandy Hargood

### 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:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Curriculum vitae for new programme leader

### 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 standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

**3.4 There must be a named person who has overall professional responsibility for the programme who must be appropriately qualified and experienced and, unless other arrangements are agreed, be on the relevant part of the Register.**

**Reason:** The education provider has highlighted that there is a programme leader change. This affects SET 3.4 but may also affect other standards in SET 3. A copy of the new programme leader's curriculum vitae was provided for review. This curriculum vitae indicates the programme leader has the appropriate qualifications to undertake the role of programme leader. However, as the programme leader has only been a lecturer in occupational therapy at the education provider since 2015, additional information is required to confirm the programme leader has the necessary academic experience to take on the role early in their university teaching career. There is no evidence in the curriculum vitae to indicate that the programme leader was involved in any university teaching prior to 2015. The visitor is therefore unclear about what supports are in place to induct and support the programme leader in taking on the important role of programme leader. As such, further evidence is required to ensure that the programme leader has the appropriate education provider teaching experience and is being provided with adequate academic and administrative supports to ensure the programme is being effectively managed.

**Additional evidence:** A more detailed outline of the programme leader's academic teaching and administrative experience to date and evidence of the support arrangements being implemented to appropriately induct and support the programme leader in taking on the role.

#### **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.