

Health Professions Council

Visitors' report

Name of education provider	University of Dundee
Name and titles of programme(s)	Non-Medical Prescribing
Mode of Delivery (FT/PT)	Part time
Date of Visit	26 April 2007
Proposed date of approval to commence	September 2007
Name of HPC visitors attending (including member type and professional area)	Jim Pickard, Podiatrist Patricia Fillis, Radiographer
HPC Executive officer(s) (in attendance)	Chris Hipkins
Joint panel members in attendance (name and delegation):	Dr James Newton, Chair Professor Gary Mires Karen Stansfield (NMC) Jennifer Donachie (Secretary) Gill Tooze (Secretary)

Scope of visit (please tick)

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

Confirmation of meetings held

	Yes	No	N/A
Senior personnel of provider with responsibility for resources for the programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programme team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Placements providers and educators	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Students (current or past as appropriate)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Confirmation of facilities inspected

	Yes	No	N/A
Library learning centre	<input type="checkbox"/>	<input checked="" type="checkbox"/> *	<input type="checkbox"/>
IT facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/> *	<input type="checkbox"/>
Specialist teaching accommodation	<input type="checkbox"/>	<input checked="" type="checkbox"/> *	<input type="checkbox"/>

** Note: the Visitors met with Librarian and viewed written summary of library resources. The Visitors also viewed Virtual Learning Environment (VLE) during meetings but did not feel given the content of the programme that a visit to the clinical teaching facilities was required.*

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

Requirement (please insert detail)	Yes	No	N/A
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Proposed student cohort intake number please state	35 x 2
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The following summarises the key outcomes of the Approvals event and provides reasons for the decision.

CONDITIONS

SET 2 Programme admissions

2.1 The admission procedures must give both the applicant and the education provider the information they require to make, or to take up a place on a programme.

Condition: The course team must revise all documentation (including the Programme Specification, Student Handbooks and Course Fact sheet) to clearly differentiate between levels 9 and 11. This information must address the differences in the teaching and learning strategies and its assessment.

Reason: The programme enables students to be able to undertake level 9 or level 11 study to obtain the same award. The difference between the levels of study and their assessment must be clearly articulated in order for students to be able to make an informed choice about the level of study they wish to undertake.

2.2.2 The admission procedures must apply selection and entry criteria including criminal convictions checks;

Condition: The HEI admissions procedure must make explicit that all applicants must have been subject to a CRB (enhanced disclosure) check.

Reason: The current admission procedure assumes that a student who is currently a registered practitioner will have an up to date CRB check. A system needs to be put in place to ensure that the employer signs that the CRB check has been completed and kept up to date.

2.2.3 The admission procedures must apply selection and entry criteria including compliance with any health requirements

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

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

SET 5. Practice placements standards

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

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

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

Deadline for conditions to be met:	22 June 2007
Expected date visitors' report submitted to Panel for approval:	12 June 2007
Expected date programme submitted to Panel for approval:	2 August 2007

RECOMMENDATIONS

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

Condition: That before an external examiner is appointed the course team liaise with the HPC to establish the credentials required to meet HPC standards.

Reason: The programme team currently intends to appoint an external examiner from the relevant part of the HPC register, however the HPC is currently consulting on a change to this standard so before an external examiner is appointed the HEI should check the latest requirements.

COMMENDATIONS

1. The sharing of good practice across all of the HEIs in Scotland through working parties is commended.
2. The individual approach to tailor the teaching and learning to meet the clinical needs of the individual learner is also an example of very good practice.
3. The ongoing work with NES Scotland with regard to e-Learning is commended.

The nature and quality of instruction and facilities meets the Standards of Education and Training. We recommend to the Education and Training Committee of the HPC that they approve this programme (subject to any conditions being met).

Visitors' signatures:

Jim Pickard
Patricia Fillis

Date: 26 April 2007

PROGRAMME APPROVED: ALL CONDITIONS MET