

Education - Approvals and Monitoring Department – Abigail Creighton

Approvals visits 2005/06

The following eighteen visits took place between 18 May 2006 and 31 July 2006.

Name of Education Provider	Title of Programme	Date of Visit
St George's School, University of London	Foundation Degree Health & Medical Sciences (Paramedic Science)	18/19 May 2006 & 28 July 2006
University of Hull	M Biomedical Sciences	23/24 May 2006
Goldsmith College, University of London	MA Arts Therapy	31 May/1 June 2006
Guildhall School of Music & Drama (City University)	MA Music Therapy	1/2 June 2006
Roehampton University	MA Music Therapy	6/7 June 2006
Colchester Institute (University of Essex)	BSc (Hons) Occupational Therapy	7/8 June 2006
University of Greenwich	Foundation Degree in Paramedic Science	13/14 June 2006
University of York	Independent Extended and Supplementary Prescribing	13 June 2006
Suffolk College (University of East Anglia)	BSc (Hons) Diagnostic Radiography	14/15 June 2006
Suffolk College (University of East Anglia)	BSc (Hons) Oncology & Radiotherapy Technology	14/15 June 2006
University of Brighton	BSc (Hons) Applied Biomedical Science	22/23 June 2006
University of Nottingham	BSc (Hons) Physiotherapy	27/28 June 2006
Nottingham Trent University	BSc (Hons) Applied Biomedical Science	27/28 June 2006

Date
2006-08-21

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Dept/Cmte
EDU

Doc Type
PPR

Title
Education Manager Report - Approvals Committee - Sept 06

Status
Final
DD: None

Int. Aud.
Public
RD: None

Name of Education Provider	Title of Programme	Date of Visit
Liverpool John Moores University	Supplementary Prescribing	28 June 2006
De Montfort University	Prescribing for Health Care Professionals	12 July 2006
The Institute of Arts in Therapy & Education (London Metropolitan University)	MA Integrated Arts Psychotherapy	12/13 July 2006
University of Sheffield	B.Med Sci(Hons) Orthoptics	18/19 July 2006
London South Bank University	Pg Cert Non-medical Prescribing	19 July 2006

During the 2005/06 academic year, 64 programmes were visited, over 57 visits. Of these 64 programmes, 35 have been approved with a further 29 still meeting their conditions. It is hoped that the majority of these outstanding approvals will be considered at the September & October 2006 Approvals Panel meetings, ahead of the 2006/07 academic year. The department intend to write to the education providers in the cases, where it is looking likely that their programmes will not be approved before the start of the 2006/07 academic year, to highlight the implications of accepting a new cohort of students onto their programme.

Approvals visits 2006/07

There are already 49 Approval visits planned for the next academic year, covering 66 programmes. There are approximately 15 additional visits that need to be scheduled. These are for visits to programmes that have not been approved against the QAA Subject Benchmarks, programmes that are from a new profession on the Register (namely ODPs) or programmes that require a visit following annual monitoring and/or a major change). March 2007 is already at capacity for visits.

The schedule for visits between 1 September 2006 & 31 January 2007 has now closed as the six months notice period has passed. All 21 visits scheduled in this period have had their Executive members assigned. There has been a slight delay in appointing Visitors to these visits, due to the Partners reappointment process but it is hoped that all Visitors for this period will be confirmed by the middle of September.

Approvals visits 2006/07 continued.

The reduced number of Visitors available to draw on in July & August led to two visits being postponed from September to November/December.

In addition to the required visits detailed above, the Department is currently dealing with additional requests for visits from education providers following the generic email reminders sent to them in July 2006. It is likely that this will result in a further 10 visits for the February – June 2007 period. These visits are likely to be to new programmes (especially in the areas of in biomedical sciences and paramedic science), supplementary prescribing programmes and programmes that require a visit due to major change. The department is working on the current estimate of 70 visits in the next academic year. There are plans to send follow up emails to all education providers in September 2006 and December 2006 to remind them of the reduced (in September) and final (December) opportunities to request a visit during the 2005/06 academic year.

Appendix 1

Annual Monitoring

The first round of HPC annual monitoring has created a very heavy workload for the Department over the last four months. With 310 programmes subject to annual monitoring, the Department has processed 144 declaration forms and 165 audit submissions. Six annual monitoring assessment days were held to consider 128 of the audit forms, with each attended by approximately 15 Visitors from a mixture of professions. The days were successful and promoted inter-profession working, which allowed comparisons to be drawn and consistency to be ensured across the different professions. The remaining 37 audit forms were considered by Visitors by correspondence.

144 declaration forms and 165 audit submissions have been received. To date, all declaration forms and 103 audit forms have been signed off by the Approvals Panel, with just 3 of the 103 programmes requiring an approvals visit as a result of annual monitoring. A further 51 audit submissions are due to be considered at the Approvals Panels in September 2006, with a further 4 programmes recommendations for an approvals visit. The Department hope that the remaining 11 submissions will be ready for the Approvals Panels in October 2006.

The Department plan has reviewed the annual monitoring process, in the light of their experience of operating the process and feedback from the assessment days. The following enhancements and clarifications are being made before the second round of annual monitoring in 2006/07;

- Revised annual monitoring supplementary information & forms, to provide greater clarity to education providers
- Revised mapping document as part of the audit submission, to aid the Visitors assessment of the submissions and to focus the process on the Standards of Education & Training
- Revised Visitors report, to capture their recommendations correctly and consistently
- Revised process to encourage two visitors to sign off each audit submission
- Examples of good practise to be posted on the website, to allow education providers to see the requirements of an audit submission
- Revised database to capture more appropriate information
- Production of a 'background information' pack to allow Visitors to gain a better understanding of the background and context of the programme they are assessing
- Proposal that programmes undertaking an approvals visit are not subject to annual monitoring for the year of the visit and the year after

The annual monitoring process will operate on a different basis in 2006/07, in that education providers will be expected to submit within 28 days of the completion of their internal monitoring process, rather than to a standard deadline. This is likely to disperse the peak workload experience this year, reducing the time pressures on staff and visitors.

Minor and Major Changes

Since the launch of the new process in March 2006, the Department has received 38 submissions. 28 of the 38 submissions have been reviewed by the Executive and Visitors and 10 are still under consideration. Of the 28 completed, 23 were deemed to be a minor change and 5 deemed to be a major change. Of the 5 major changes, 3 were deemed to still meet the Standards of Education & Training and 2 were required to undergo an approvals visit in the next academic year. The Department intend to review the minor/major change process after its first year of operation to in the light of their experience of operating the process and feedback from the education providers and visitors.

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Communication with Stakeholders

HEI Presentations

The Department has arranged a series of presentations to education providers across the UK. In July 2006, an 'expression of interest' form was distributed to all education providers to determine the level of interest in attending a presentation and the preferred topics of discussion. There was a very positive response and the following six presentations have been arranged;

Ulster	4 October 2006	Ulster University, Jordanstown Campus
London	10 October 2006	Imperial War Museum
Glasgow	13 October 2006	Glasgow Caledonian University
Manchester	13 November 2006	Manchester conference centre
London	14 November 2006	Imperial War Museum
Cardiff:	21 November 2006	Cardiff University

Each event will include a welcome and closing address (given by a member of Council), a presentation on the approvals, annual monitoring and minor/major change processes (given by an education officer) and a questions & answers session.

Publications

It is hoped that final copies of the approvals process supplementary information will be published in October 2006. All education providers will receive hard copies and soft copies will be available to download from the website.

Two additional publications (visit protocol & advertising protocol) have also been produced to provide further advice and clarity to education providers.

It is hoped that revised copies of the annual monitoring process supplementary information & forms will be re-published in October 2006.

Visitors

As part of the Partners reappointments process, the overall number of Visitors has been reduced by 104. 64 Visitors chose not to put themselves forward for reappointment and 40 Visitors were not appointed. The number of visitors is now 192, still approximately 40 over the estimated numbers requested.

The Department are now planning training for some of these Visitors. It is anticipated that there will be introductory training for 10 new visitors (these are identified from professions where there is currently in sufficient numbers of trained visitors) and refresher training for those trained in 2004 and with no experience of the annual monitoring and minor/major change processes.

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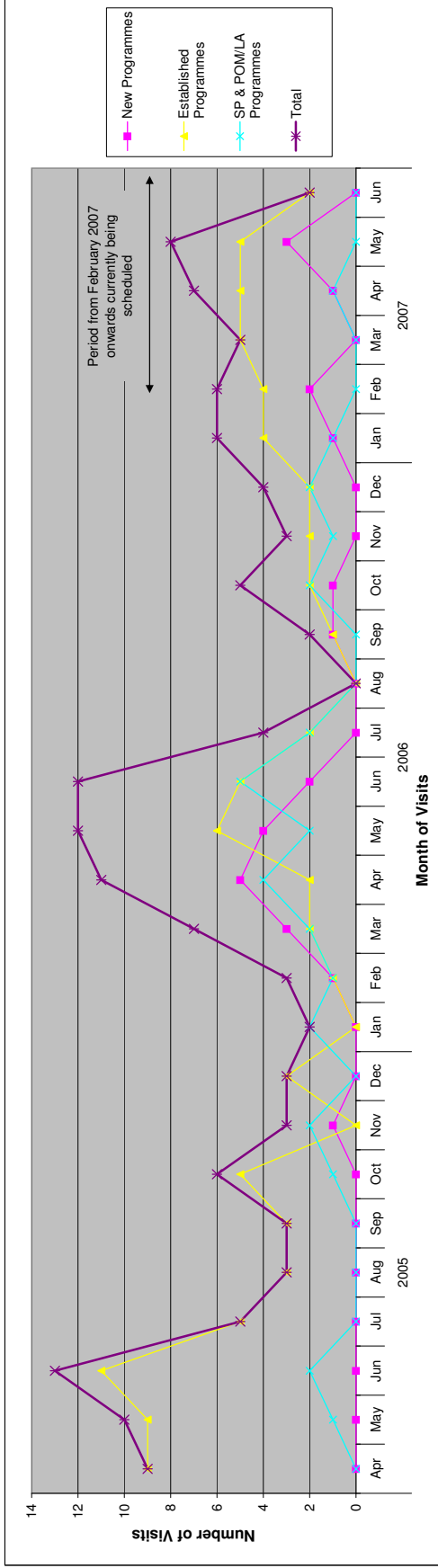
Employees

Katherine Lock, a new Team Administrator (to replace Osama Ammar who has been promoted to Education Officer) is due to start in early September 2006 and Daljit Mahoon, a new Education Officer is due to start in mid September. Both Karen Scott and Nicole Borg (Education Officers) are leaving HPC on 25 August 2006 and 30 August 2006 respectively. An advert for a replacement Education Officers is due to be advertised in early September 2006

Status
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DD: None

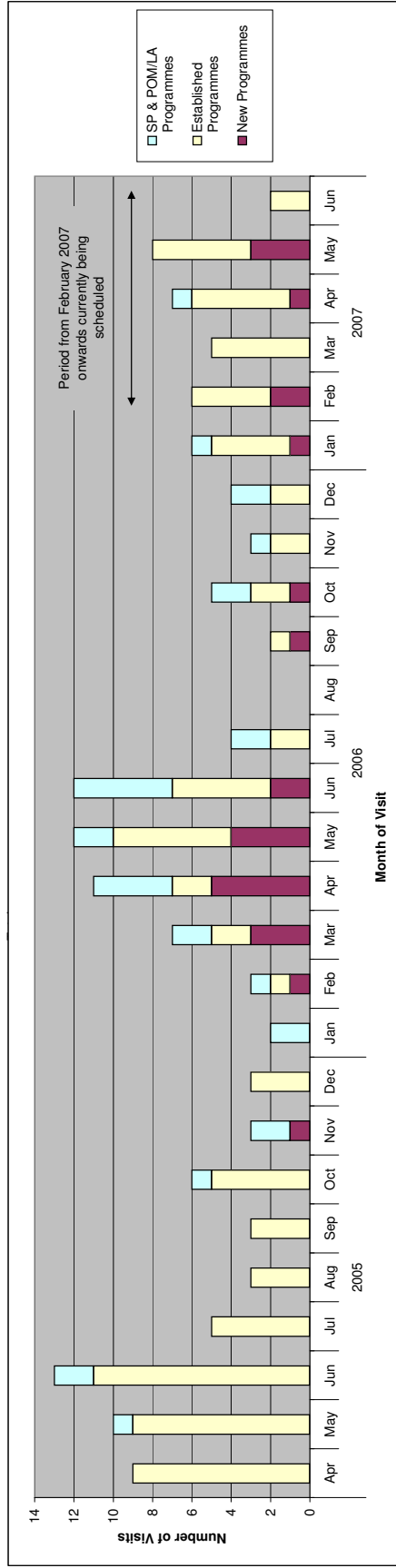
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Overview of Visits - April 2005 - June 2007



Approval Visits	2005												2006												2007					
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
New Programmes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Established Programmes	9	9	11	5	3	3	5	0	3	0	1	2	2	6	5	2	0	1	2	2	2	4	4	5	5	5	2			
SP & POM/LA Programmes	0	1	2	0	0	1	2	0	2	1	2	4	2	5	2	0	0	2	1	2	1	0	0	0	1	0	0			
Total	9	10	13	5	3	3	6	3	3	2	3	7	11	12	12	4	0	2	5	3	4	6	6	5	7	8	2			

2003/4	2004/5	2005/6	2006/7
FYE	FYE	FYE	YTD
0	0	5	16
20	25	51	35
2	2	11	19
22	27	67	70



Detail of approvals visits - 2006/07

Date	Education Provider	Programme
6/7 Sept 06	University of Worcester	BSc (Hons) Out of Hospital Care
26/27 Sept 06	Manchester Metropolitan University	MSc Physiotherapy (Pre-registration)
3/4 Oct 06	Canterbury Christ Church University	PG Dip Speech and Language Therapy
06-Oct-06	University of Ulster	BSc (Hons) Dietetics
12-Oct-06	Coventry University	Certificate in Non-medical Prescribing
17-Oct-06	The Robert Gordon University	BSc (Hons) Dietetics
01-Nov-06	University of Plymouth	MA Dramatherapy
8/9 Nov 06	University of Wales Insitute Cardiff	BSc (Hons) Dietetics
20/21 Nov 07	University of Luton	Dip HE Operating Department Practice
23-Nov-06	University of Hull	Supplementary Prescribing
06-Dec-06	Staffordshire University	Supplementary Prescribing for Allied Health Professionals
06-Dec-06	University of Brighton	Supplementary Prescribing
12/13 Dec 07	University of Central Lancashire	Dip HE Operating Department Practice
13-Dec-06	University of Bradford	Supplementary Prescribing
19/20 Dec 07	University of East Anglia	Dip HE Operating Department Practice
18/19 Jan 07	University of Essex	BSc (Hons) Applied Biomedical Science
23/24 Jan 07	Anglia Ruskin University (two delivery sites)	Dip HE Operating Department Practice
25-Jan-07	University of Lancaster (St Martin's College)	Supplementary Prescribing
24/25 Jan 07	Canterbury Christ Church University	Dip HE Operating Department Practice
30/31 Jan 07	University of Exeter/University of Plymouth - College of St Mark and St John	BSc (Hons) Physiotherapy
		BSc (Hons) Occupational Therapy,
		BSc (Hons) Speech and Language Therapy
1/2 Feb 07	University of Central Lancashire	Dip HE Operating Department Practice
6/7 Feb 07	University of Derby	MA Dramatherapy
		MA Art Therapy
7/8 Feb 07	University of Leicester	Dip HE Operating Department Practice
14/15 Feb 07	University of Paisley	BSc (Hons) Applied Biomedical Science
20/21 Feb 07	Anglia Ruskin University	BSc (Hons) Radiography (Therapeutic)
		BSc (Hons) Radiography (Diagnostic Imaging)
22/23 Feb 07	University of Hertfordshire	BSc (Hons) Applied Biomedical Science
6/8 March 07	Oxford Brookes University (two delivery sites)	Dip HE Operating Department Practice
13/15 Mar 07	University of Ulster	BSc (Hons) Occupational Therapy
		BSc (Hons) Physiotherapy
		BSc (Hons) Radiography(Diagnostic)
		BSc (Hons) Radiography (Therapeutic)
		BSc (Hons) Speech and Language Therapy
14/15 Mar 07	University of Hull	Dip HE Operating Department Practice
20/23 Mar 07	Cardiff University	Dip HE Operating Department Practice
		BSc (Hons) Diagnostic Radiography and Imaging

		BSc (Hons) Radiotherapy and Oncology
		BSc (Hons) Physiotherapy
		Pg Dip Occupational Therapy
		BSc (Hons) Occupational Therapy (PT)
		BSc (Hons) Occupational Therapy (FT)
28/29 March 07	University of Teeside	Dip HE Operating Department Practice
3/4 April 07	University of Plymouth	BSc (Hons) Paramedic Science
04-Apr-07	Canterbury Christ Church University	Supplementary Prescribing
17/18 April 07	University of Wales, Bangor	Dip HE Operating Department Practice
18/19 April 07	University of Portsmouth	Dip HE Operating Department Practice
18/19 April 07	York St John University College	BSc (Hons) Occupational Therapy
24/25 April 07	University of East Anglia	BSc (Hons) Physiotherapy
		BSc (Hons) Occupational Therapy
		BSc (Hons) Occupational Therapy
		BSc (Hons) Speech and Language Therapy
24/25 April 07	Sheffield Hallam University	Dip HE Operating Department Practice
1/2 May 07	Edge Hill University	Dip HE Operating Department Practice
2/3 May 07	University of Wales Insitute Cardiff	BSc (Hons) Applied Biomedical Science
9/10 May 07	Liverpool John Moores University	BSc (Hons) Applied Biomedical Science
16/17 May 07	University of Teeside	Foundation Degree Paramedic Science
17/18 May 07	Glasgow Caledonian University	Dip HE Operating Department Practice
22-23 May 07	Staffordshire University	Dip He Operating Department Practice
23/24 May 07	University of Northumbria	Dip HE Operating Department Practice
24/25 May 07	University of Surrey	Dip HE Operating Department Practice
26/27 June 07	Sheffield Hallam University	BSc Paramedic Practice
27/28 June 07	Suffolk College - University of East Anglia	Dip HE Operating Department Practice