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Education and Training Panel – 4 February 2008

Visitor Reports

Executive summary and recommendations

**Introduction**

The attached visitors' reports for the following programmes have been sent to the education providers and following a 28 day period no representations have been received. The education providers are in the process of meeting the conditions recommended by the HPC Visitors.

| <b>Education provider</b>    | <b>Programme name</b>  | <b>Delivery mode</b>   |
|------------------------------|--|------------------------|
| The University of Plymouth   | BSc (Hons) Paramedic Practitioner (Community Emergency Health)             | Full time              |
| The University of Plymouth   | BSc (Hons) Paramedic Practitioner (Community Emergency Health)             | Part time              |
| The University of Plymouth   | Diploma of Higher Education Paramedic Studies (Community Emergency Health) | Full time              |
| The University of Plymouth   | Diploma of Higher Education Paramedic Studies (Community Emergency Health) | Part time              |
| The University of Plymouth   | Graduate Diploma Paramedic Practitioner (Community Emergency Health)       | Full time              |
| The University of Plymouth   | Graduate Diploma Paramedic Practitioner (Community Emergency Health)       | Part time              |
| The Robert Gordon University | BSc (Hons) Diagnostic Radiography  | Full time              |
| University of Ulster         | BSc (Hons) Biomedical Science with DPP (Pathology)                         | Full time              |
| York St John University      | BHSc (Hons) Physiotherapy  | Full time              |
| York St John University      | BHSc (Hons) Physiotherapy  | Flexible               |
| York St John University      | BHSc (Hons) Physiotherapy  | Part time (in service) |

|                         |                                  |                        |
|-------------------------|----------------------------------|------------------------|
| York St John University | BHSc (Hons) Occupational Therapy | Full time              |
| York St John University | BHSc (Hons) Occupational Therapy | Flexible               |
| York St John University | BHSc (Hons) Occupational Therapy | Part time (in service) |

### **Decision**

The Panel is asked to agree the following:

accept the visitors' reports for the above named programmes, including the conditions recommended by the Visitors

*or*

accept the visitors' report for the above named programmes, and vary the conditions recommended by the Visitors

### **Background information**

None

### **Resource implications**

None

### **Financial implications**

None

### **Appendices**

Visitor Reports (8)

### **Date of paper**

22 January 2008

| Date       | Ver. | Dept/Cmte | Doc Type | Title                              | Status            | Int. Aud.          |
|------------|------|-----------|----------|------------------------------------|-------------------|--------------------|
| 2008-01-22 | a    | APV       | PPR      | Reports for approval - Cover paper | Draft<br>DD: None | Public<br>RD: None |

## Health Professions Council

### Visitors' report

|   |  |
|---|--|
| <b>Name of education provider</b>   | University of Plymouth   |
| <b>Name and titles of programme(s)</b>  | BSc (Hons) Paramedic Practitioner (Community Emergency Health)<br>DipHE Paramedic Studies (Community Emergency Health)   |
| <b>Mode of delivery (FT/PT)</b>   | Both PT and FT   |
| <b>Date of visit</b>  | 25 <sup>th</sup> and 26 <sup>th</sup> October 2007   |
| <b>Proposed date of approval to commence</b>  | September 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Bob Fellows – Paramedic<br>Gordon Pollard - Paramedic  |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Katherine Lock   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Alan Hooper, Subject Forum Chair for Health and Social Care – Chair<br>Lisa Lamb – Senior Quality Administrator – Secretary<br>Ruth Clemow, Associate dean, Health and Social Work<br>Bernhard Haas, Deputy Head of of School of Health Professions, Health and Social Work<br>Nicholas Johns, Lecturer in Criminal Justice<br>Roland Furber, Chief Executive, British paramedic Association<br>Dave Barton, Academic External Advisor<br>Daranee Boon, A&E Consultant, Plymouth Hospitals NHS Trust, Professional External Advisor<br>Tim Lynch, Chief Executive Officer, Great Western Ambulance Service |

**Scope of visit (please tick)**

|  |                                     |
|--|-------------------------------------|
| <b>New programme</b>                             | <input checked="" type="checkbox"/> |
| <b>Major change to existing programme</b>        | <input type="checkbox"/>            |
| <b>Visit initiated through Annual Monitoring</b> | <input type="checkbox"/>            |
| <b>New Profession</b>                            | <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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT facilities                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**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"/> |

|   |                                       |
|---|---------------------------------------|
| <b>Proposed student cohort intake number please state</b> | <b>40 across all levels and modes</b> |
|---|---------------------------------------|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

### **SET 2 Programme admissions**

The admission procedures must:

2.2.2 apply selection and entry criteria, including criminal convictions checks;

**Condition:** The programme team must design a process in order to carry out CRB checks after the first three months of enrolling onto the programme for international students.

**Reason:** The programme team currently do not carry out criminal bureau checks on international students as they need to have been in the country for three months before this can be carried out. They do, however, ask the potential student to submit a letter from the local police in the country stating they have no criminal convictions, but it was felt that this was not rigorous enough.

### **SET 5. Practice placements standards**

5.7 Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following:

5.7.1 the learning outcomes to be achieved;

5.7.2 timings and the duration of any placement experience and associated records to be maintained;

5.7.3 expectations of professional conduct;

5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and

5.7.5 communication and lines of responsibility.

**Condition:** The programme team must submit a copy of the mentor training course programme.

**Reason:** Throughout discussion in various meetings there was a clear understanding of the role and training of the mentor, but it was not clear how this would be put into practice. They explained that the mentors undertake a module; in order to ascertain all the above standards are covered. The visitors wish to see an outline of this module.

Unless other arrangements are agreed, practice placement educators:

5.8.3 undertake appropriate practice placement educator training.

**Condition:** The programme team must submit the DVD already sent to mentors on other health care programmes for training purposes.

**Reason:** The programme team explained that there is a DVD available to the nursing and ODP programme mentors and at the moment they are in the process of adapting this to meet the needs of paramedic mentors and use this to assist them in their training. In order to see what they are planning to send mentors and the level of training this supplies we would like to see a copy of the DVD to decide its validity.

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - BSc (Hons) Paramedic Practitioner & DipHE Paramedic Studies | Final<br>DD: None | Public<br>RD: None |

5.9 There must be collaboration between the education provider and practice placement providers.

**Condition:** The programme team must provide further evidence of the agreement between placement providers and the programme team, outlining responsibilities for clinical placements.

**Reason:** It was evident through the meetings that there was a clear lines of communication between the placements and university. However the documentation implied that there would be one paramedic as mentor for each student for the length of the programme and there was no agreement in place between the two parties to ensure lasting commitment.

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - BSc (Hons) Paramedic Practitioner & DipHE Paramedic Studies | Final<br>DD: None | Public<br>RD: None |

## RECOMMENDATIONS

### SET 6. *Assessment standards*

6.4 The measurement of student performance and progression must be an integral part of the wider process of monitoring and evaluation, and use objective criteria.

**Recommendation:** The programme team should consider a review of the portfolio to measure student progression at the end of the first academic year of running an approved programme

**Reason:** Although the programme includes the completion of a portfolio, it is not used as a method of assessment. Students pass a list of competencies but there is no measurement of how the student has progressed from year to year.

Assessment regulations clearly specify requirements:

6.7.5 for the appointment of at least one external examiner from the relevant part of the HPC Register, unless other arrangements are agreed.

**Recommendation:** The programme team are recommended to allocate the role of the external examiner to a paramedic.

**Reason:** The programme team are yet to appoint the external examiner, the documentation assured the reader that the role is going to be filled with a paramedic, but through conversations in meetings this had to be clarified. It was recommended that the programme team should continue with this decision and a paramedic is placed in this role as this is a new programme.

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:**

**Bob Fellows**

**Gordon Pollard**

**Date: 13<sup>th</sup> November 2007**

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - BSc (Hons) Paramedic Practitioner & DipHE Paramedic Studies | Final<br>DD: None | Public<br>RD: None |

## Health Professions Council

### Visitors' report

|   |  |
|---|--|
| <b>Name of education provider</b>   | University of Plymouth   |
| <b>Name and titles of programme(s)</b>  | Graduate Diploma Paramedic Practitioner (Community Emergency Health)   |
| <b>Mode of delivery (FT/PT)</b>   | PT and FT  |
| <b>Date of visit</b>  | 25 <sup>th</sup> and 26 <sup>th</sup> October 2007   |
| <b>Proposed date of approval to commence</b>  | September 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Bob Fellows – Paramedic<br>Gordon Pollard - Paramedic  |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Katherine Lock   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Alan Hooper, Subject Forum Chair for Health and Social Care – Chair<br>Lisa Lamb – Senior Quality Administrator – Secretary<br>Ruth Clemow, Associate dean, Health and Social Work<br>Bernhard Haas, Deputy Head of of School of Health Professions, Health and Social Work<br>Nicholas Johns, Lecturer in Criminal Justice<br>Roland Furber, Chief Executive, British paramedic Association<br>Dave Barton, Academic External Advisor<br>Daranee Boon, A&E Consultant, Plymouth Hospitals NHS Trust, Professional External Advisor<br>Tim Lynch, Chief Executive Officer, Great Western Ambulance Service |

**Scope of visit (please tick)**

|  |                                     |
|--|-------------------------------------|
| <b>New programme</b>                             | <input checked="" type="checkbox"/> |
| <b>Major change to existing programme</b>        | <input type="checkbox"/>            |
| <b>Visit initiated through Annual Monitoring</b> | <input type="checkbox"/>            |
| <b>New Profession</b>                            | <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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT facilities                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**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"/> |

|   |  |
|---|--|
| <b>Proposed student cohort intake number please state</b> | <b>Included within the overall 40 students on the Dip HE Paramedic Studies (Community Emergency Health) and BSc (Hons) Paramedic Practitioner (Community Emergency Health)</b> |
|---|--|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

### **SET 2 Programme admissions**

The admission procedures must:

2.2.2 apply selection and entry criteria, including criminal convictions checks;

**Condition:** The programme team must design a process in order to carry out CRB checks after the first three months of enrolling onto the programme for international students.

**Reason:** The programme team currently do not carry out criminal bureau checks on international students as they need to have been in the country for three months before this can be carried out. They do, however, ask the potential student to submit a letter from the local police in the country stating they have no criminal convictions, but it was felt that this was not rigorous enough.

### **SET 4. Curriculum Standards**

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.

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition:** The programme team must reconsider and re-look at the graduate diploma award in order to ensure students who are not registered paramedics completing the programme can meet all of the standards of proficiency.

**Reason:** The programme team wish to run approved the BSc (Hons), DipHE and Graduate diploma levels for this programme. However, this means they only complete the 3<sup>rd</sup> year if they wish to complete the Graduate Diploma Level. This would not allow them to meet all the standards of proficiency. The programme team mentioned that if a paramedic completed the programme then they would already meet the SOPs. It was explained then we do not need to approve the programme. If other health care professionals wish to complete this programme then it must be clear that all SOPs can be met in the one year or evidence that they have met that SOP in former study.

### **SET 5. Practice placements standards**

5.7 Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following:

5.7.1 the learning outcomes to be achieved;

5.7.2 timings and the duration of any placement experience and associated records to be maintained;

5.7.3 expectations of professional conduct;

5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and

5.7.5 communication and lines of responsibility.

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - GDip Paramedic Practitioner (Community Emergency Health) | Final<br>DD: None | Public<br>RD: None |

**Condition:** The programme team must submit a copy of the mentor training course programme

**Reason:** Throughout discussion in various meetings there was a clear understanding of the role and training of the mentor, but it was not clear how this would be put into practice. They explained that the mentors undertake a module; in order to ascertain all the above standards are covered. The visitors wish to see an outline of this module.

Unless other arrangements are agreed, practice placement educators:  
5.8.3 undertake appropriate practice placement educator training.

**Condition:** The programme team must submit the DVD already sent to mentors on other health care programmes for training purposes.

**Reason:** The programme team explained that there is a DVD available to the nursing and ODP programme mentors and at the moment they are in the process of adapting this to meet the needs of paramedic mentors and use this to assist them in their training. In order to see what they are planning to send mentors and the level of training this supplies we would like to see a copy of the DVD to decide its validity.

5.9 There must be collaboration between the education provider and practice placement providers.

**Condition:** The programme team must provide further evidence of the agreement between placement providers and the programme team, outlining responsibilities for clinical placements.

**Reason:** It was evident through the meetings that there was a clear lines of communication between the placements and university. However the documentation implied that there would be one paramedic as mentor for each student for the length of the programme and there was no agreement in place between the two parties to ensure lasting commitment.

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - GDip Paramedic Practitioner (Community Emergency Health) | Final<br>DD: None | Public<br>RD: None |

## RECOMMENDATIONS

### SET 6. *Assessment standards*

6.4 The measurement of student performance and progression must be an integral part of the wider process of monitoring and evaluation, and use objective criteria.

**Recommendation:** The programme team should consider a review of the portfolio to measure student progression at the end of the first academic year of running an approved programme

**Reason:** Although the programme includes the completion of a portfolio, it is not used as a method of assessment. Students pass a list of competencies but there is no measurement of how the student has progressed from year to year.

Assessment regulations clearly specify requirements:

6.7.5 for the appointment of at least one external examiner from the relevant part of the HPC Register, unless other arrangements are agreed.

**Recommendation:** The programme team are recommended to allocate the role of the external examiner to a paramedic.

**Reason:** The programme team are yet to appoint the external examiner, the documentation assured the reader that the role is going to be filled with a paramedic, but through conversations in meetings this had to be clarified. It was recommended that the programme team should continue with this decision and a paramedic is placed in this role as this is a new programme.

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:

**Bob Fellows**

**Gordon Pollard**

**Date: 13<sup>th</sup> November 2007**

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-23 | a    | EDU       | APV      | Visitors' Report - University of Plymouth - GDip Paramedic Practitioner (Community Emergency Health) | Final<br>DD: None | Public<br>RD: None |

## Health Professions Council

### Visitors' report

|   |   |
|---|---|
| <b>Name of education provider</b>   | The Robert Gordon University  |
| <b>Name and titles of programme(s)</b>  | BSc (Hons) Diagnostic Radiography   |
| <b>Mode of delivery (FT/PT)</b>   | Full time   |
| <b>Date of visit</b>  | 6 and 7 November 2007   |
| <b>Proposed date of approval to commence</b>  | September 2008  |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Derek Adrian Harris (Radiographer)<br>Helen Best (Radiographer)   |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Mandy Hargood   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Bob Gammie, (Covenor) Robert Gordon University<br>Lucy Jack, (Secretary), Robert Gordon University<br>Valerie Sheach Leith, Internal Panel Member, Robert Gordon University<br>Jo Royle, (Observer), Robert Gordon University<br>Graham Morgan, (College of Radiographers)<br>Jim Cannon, (Regional Workforce Planning Officer) |

#### Scope of visit (please tick)

|  |                                     |
|--|-------------------------------------|
| <b>New programme</b>                             | <input type="checkbox"/>            |
| <b>Major change to existing programme</b>        | <input checked="" type="checkbox"/> |
| <b>Visit initiated through Annual Monitoring</b> | <input type="checkbox"/>            |
| <b>New Profession</b>                            | <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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT facilities                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Date  
2008-01-22

Ver.  
a

Dept/Cmte  
APV

Doc Type  
PPR

Title  
Visitor's Report - Robert Gordon  
University - BSc (Hons) Diagnostic  
Radiography

Status  
Draft  
DD: None

Int. Aud.  
Public  
RD: None

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 The programme had gone through major review of its content. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 2   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

|  |    |
|--|----|
| Proposed student cohort intake number please state | 30 |
|--|----|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

### **SET 4. Curriculum Standards**

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.

**Condition: The education provider must redraft and resubmit its policy on English language for graduating students whose first language is not English. Students who have entered the programme with sub level IELTS 7 must be able to demonstrate during the final year of the programme that they have attained IELTS 7.**

**Reason: In order to meet the standards of proficiency students upon graduation, must be able to demonstrate effective skills in communication to the standard of IELTS 7 as articulated in the standards of proficiency for Radiographers 1b4.**

## RECOMMENDATIONS

### **SET 2 Programme admissions**

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

**Recommendation: The education provider should reconsider drafting the admissions policy to make more explicit the criteria for success and the advantage of including service representation in the selection interview.**

**Reason: The programme team described how the interviewing procedure allowed the potential candidates for the programme to illustrate leadership skills at interview, the visitors felt that the information given to students could describe this role more fully. Also the placement providers could have a role to play in the interview process to enhance the process**

### **SET 3. Programme management and resource standards**

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

**Recommendation: The education provider should consider an ongoing review of the adequacy and appropriateness of the staff in place to deliver an effective programme**

**Reason: The programme team had several new members and although the team is working well together the Programme Leader has an added burden in ensuring that the programme runs effectively.**

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

**Recommendation: The education provider should consider accelerating and expanding the staff development programme to enable all radiography staff to undertake scholarly activity pertaining to the science, practice and management of radiography and to encourage related publications.**

**Reason: At the present time the new staff are undertaking the learning and teaching aspects of the programme, but future research from scholarly activity will feed into the programme and enhance its currency.**

## **SET 5. *Practice placements standards***

5.10 The education provider must ensure necessary information is supplied to practice placement providers.

**Recommendation: The education provider should provide more formalised and consistently applied feedback.**

**Reason: At the meeting with the placement providers there was a clear indication that feedback was received but the placement providers only received so much and would like to receive more.**

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:**

**Helen Best**

**Derek Adrian Harris**

**Date: 8 November 2007**

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-22 | a    | APV       | PPR      | Visitor's Report - Robert Gordon University - BSc (Hons) Diagnostic Radiography | Draft<br>DD: None | Public<br>RD: None |

## Health Professions Council

### Visitors' report

|   |  |
|---|--|
| <b>Name of education provider</b>   | University of Ulster   |
| <b>Name and titles of programme(s)</b>  | BSc (Hons) Biomedical Science with DPP (Pathology)   |
| <b>Mode of delivery (FT/PT)</b>   | Full time  |
| <b>Date of visit</b>  | 21 <sup>st</sup> and 22 <sup>nd</sup> November 2007  |
| <b>Proposed date of approval to commence</b>  | September 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Phillip Warren (Biomedical Scientist)<br>Mary Popeck (Biomedical Scientist)  |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Tracey Samuel-Smith  |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Professor Bernie Hannigan (Chair)<br>Brian McArthur (Secretary)<br>Dr Stanley Black (Internal)<br>Barry Burgess (Internal)<br>Dr Len Seal (Internal)<br>Alan Wainwright (Institute of Biomedical Science, IBMS)<br>Sarah May (IBMS)<br>Christine Murphy (IBMS)<br>Dr David Hawcroft (Academy of Medical Laboratory Science, AMLS)<br>Dr John Williams (AMLS)<br>Kevin O'Connell (AMLS) |

#### Scope of visit *(please tick)*

|  |                                     |
|--|-------------------------------------|
| <b>New programme</b>                             | <input checked="" type="checkbox"/> |
| <b>Major change to existing programme</b>        | <input type="checkbox"/>            |
| <b>Visit initiated through Annual Monitoring</b> | <input type="checkbox"/>            |
| <b>New Profession</b>                            | <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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT facilities                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**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 checked="" type="checkbox"/> |
| 2                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

|   |           |
|---|-----------|
| <b>Proposed student cohort intake number please state</b> | <b>25</b> |
|---|-----------|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

### **SET 2 Programme admissions**

The admissions procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme.

**Condition:** The programme team must redraft and resubmit the admission documentation to remove references to state registration and to clarify the relationship between holding the qualification and entry to the HPC Register.

**Reason:** Currently the admission documentation includes references to terminology no longer in use and states that students are eligible to register with the HPC upon graduation. To provide full and up-to-date information about the programme, the Visitors felt the admission documentation must be amended to state that upon graduation, students are eligible to apply for registration with the HPC.

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

2.2.2 apply selection and entry criteria, including criminal convictions checks;

2.2.3 apply selection and entry criteria, including compliance with any health requirements;

**Condition:** The programme team must redraft and resubmit the admission documentation to provide prospective applicants with information about criminal conviction checks, any health requirements and non standard entry procedures.

**Reason:** From discussions with the programme team it was apparent that students are informed about criminal conviction checks, any health requirements and non standard entry procedures at open days and upon registration. However, to provide full and clear information about the programme prior to registration, the Visitors felt the admission documentation must be amended to provide this information.

### **SET 3. Programme management and resource standards**

3.7 The resources to support student learning in all settings must be used effectively.

**Condition:** The programme team must redraft and resubmit the programme documentation to accurately reflect the role of HPC.

**Reason:** To provide students and placement educators with clear and up-to-date information, the Visitors felt the programme documentation must be updated to:

- remove references to state registration, a HPC minimum timeframe for laboratory training and HPC approval of laboratories;
- update material which refers to the Council for Professions Supplementary to Medicine; and
- clarify that HPC determines the regulations for registration on the HPC Register.

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-22 | d    | EDU       | APV      | Visitors' Report - University of Ulster - BSc (Hons) Biomedical Science with DPP | Final<br>DD: None | Public<br>RD: None |

3.7 The resources to support student learning in all settings must be used effectively.

**Condition:** The programme team must redraft and resubmit the programme documentation to remove clause 11.5 from the Course Regulations.

**Reason:** Clause 11.5 states 'For the award of the BSc (Hons) Biomedical Science with Diploma in Professional Practice (Pathology) students must have completed the IBMS/HPC Registration process'. This clause is incorrect as without the award of an approved programme, students are unable to apply to the HPC Register and as such, the documentation must be updated.

3.7 The resources to support student learning in all settings must be used effectively.

**Condition:** The programme team must redraft and resubmit the student handbook to include further information about entrepreneurship and the selection criteria and process for the allocation of funded places.

**Reason:** The Visitors felt the inclusion of entrepreneurship in the programme is unusual but not detrimental to the programme. However, they believe that information explaining what entrepreneurship is and its relevance to the programme must be included in the student handbook. The Visitors also thought that information about the selection criteria and process for allocating the limited funded places must be included to help dispel confusion among students.

3.9 Where students participate as patients or clients in practical and clinical teaching, appropriate protocols must be used to obtain their consent.

**Condition:** The programme team must submit documentation showing where students participate as patients or clients and the protocols used to gain student consent.

**Reason:** During the tour of the facilities the Visitors were shown a practical examination of a patient's heartbeat which they were told would be undertaken during the Human Physiology and Anatomy module. While the examination during the tour was of a lecturer, it was confirmed that students would volunteer to act as the patient and as such, appropriate protocols must be in place.

#### **SET 4. Curriculum Standards**

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.

**Condition:** The programme team must redraft and resubmit the programme documentation to identify that upon completion of the programme, students will be able to communicate in English to the standard equivalent to level 7 of the International English Language Testing System, with no element below 6.5.

**Reason:** Currently the programme documentation is unclear at what level the students will exit the programme and to comply with standard of proficiency 1b.3, the Visitors felt the programme documentation must be updated.

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-22 | d    | EDU       | APV      | Visitors' Report - University of Ulster - BSc (Hons) Biomedical Science with DPP | Final<br>DD: None | Public<br>RD: None |

## **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 programme team must submit the policies and processes for initial approval and the systems for ongoing monitoring and assessment of placements, which includes the responsibilities of the different parties involved.

**Reason:** The Visitors are satisfied these policies, processes and systems are in place, as they were discussed with the programme team. However, full documentary evidence was not received and to reinforce discussions, the Visitors would like to review written evidence.

Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following:

5.7.1 the learning outcomes to be achieved;

5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure

**Condition:** The programme team must redraft and resubmit the module descriptor for Biomedical Professional Practice to include reference to the Registration Training Portfolio.

**Reason:** The Visitors are satisfied that students are informed about the Registration Training Portfolio and the associated learning outcomes and assessment methods during the Biomedical Professional Practice module. However, there is no reference in the module descriptor to the portfolio and the Visitors felt reference must be made to provide students with full information.

Unless other arrangements are agreed, practice placement educators:

5.8.3 undertake appropriate practice placement educator training.

**Condition:** The programme team must submit the training plans and guidance provided to placement educators surrounding the assessment of the Health and Safety assignment.

**Reason:** From discussions with the placement educators it was apparent they receive training prior to acting as a mentor however, they confirmed they used professional judgement in marking the Health and Safety assignment. The Health and Safety assignment is the only assignment which placement educators mark but as it counts towards the students final grade, the Visitors felt the placement educators must be provided with guidance to ensure parity across placements.

## **SET 6. Assessment standards**

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition:** The programme team must redraft and resubmit the course handbook to provide clarification of the modules available for and the amount of condonement allowed within the programme.

**Reason:** Currently the course handbook does not clearly state which modules can be condoned or the extent of condonement allowed. From discussions with the programme team, the Visitors were satisfied the level of condonement allows students to demonstrate fitness to practice, but to provide full information to students the course handbook must be updated.

| Date       | Ver. | Dept/Cmte | Doc Type | Title  | Status            | Int. Aud.          |
|------------|------|-----------|----------|--|-------------------|--------------------|
| 2008-01-22 | d    | EDU       | APV      | Visitors' Report - University of Ulster - BSc (Hons) Biomedical Science with DPP | Final<br>DD: None | Public<br>RD: None |

**Deadline for conditions to be met: 21 February 2008**  
**Expected date visitors' report submitted to Panel for approval: 26 March 2008**  
**Expected date programme submitted to Panel for approval: 26 March 2008**

## **COMMENDATIONS**

- **The Visitors would like to commend the programme team on the number of opportunities for students to use the excellent research facilities and engage with projects based on patient samples being delivered into the facility.**

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:**

**Mary Popeck**

**Phil Warren**

**Date: 6 December 2007**

## Health Professions Council

### Visitors' report

|   |  |
|---|--|
| <b>Name of education provider</b>   | York St John University  |
| <b>Name and titles of programme(s)</b>  | BHSc (Hons) Physiotherapy  |
| <b>Mode of delivery (FT/PT)</b>   | Full time and Flexible Full time   |
| <b>Date of visit</b>  | 15 and 16 November 2007  |
| <b>Proposed date of approval to commence</b>  | September 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Dr Joanna Jackson (Physiotherapist)<br>Professor Valerie Maehle (Physiotherapist)  |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Mandy Hargood  |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Stuart Billingham (Chair), York St John University<br>Anthony Hayward (Secretary), York St John University<br>Karen Harrison, Chartered Society of Physiotherapist Representative<br>Nina Thomson, Chartered Society of Physiotherapist Education Manager<br>Dr Mike Calvert, University panel member, York St John University<br>Professor Judy Giles, University Panel member, York St John University<br>Jackie Mathers, University panel member, York St John University |

#### Scope of visit (please tick)

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

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

Date  
2008-01-22

Ver.  
a

Dept/Cmte  
APV

Doc Type  
PPR

Title  
Visitors' Report - York St John -  
BHSc (Hons) Physiotherapy - FT  
and Flexible

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

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 The new flexible route was an addition to the full time programme.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 2 This visit to the full time route took place as a result of York St John University receiving degree awarding powers and the University's decision to review the programme | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 3  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

|  |    |
|--|----|
| Proposed student cohort intake number please state | 40 |
|--|----|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

SET 3. Programme management and resource standards

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

**Condition: The education provider must provide a list of names of all staff in the programme team to include whole time equivalents and the roles the staff have on the programme.**

**Reason: From the documentation that was provided it was unclear as to the roles staff were undertaking on the BHSc (Hons) Physiotherapy programme and any other commitments they had beyond the programme.**

**SET 4. Curriculum Standards/ SET 6. Assessment standards**

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.

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise

6.2 Assessment methods must be employed that measure the learning outcomes and skills that are required to practise safely and effectively.

**Condition: The education provider must provide further evidence that the assessment methods utilised will demonstrate the achievement of the learning outcomes of the programmes.**

**Reason: The information provided by the education provider was not sufficiently clear to confirm to the visitors that all the learning outcomes would be achieved on completion of the programme.**

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition: The education provider must redraft and resubmit the module descriptors to reflect the HPC Standards of Conduct, Performance and Ethics.**

**Reason: The documentation provided by the education provider reflected the standards of the professional body, but made no reference to the HPC standards.**

Deadline for conditions to be met: 17 December 2007

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-22 | a    | APV       | PPR      | Visitors' Report - York St John - BHSc (Hons) Physiotherapy - FT and Flexible | Final<br>DD: None | Public<br>RD: None |

## RECOMMENDATIONS

### SET 4. *Curriculum Standards*

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.

**Recommendation: The education provider should monitor the process by which they propose to assure themselves that the students have reached the correct IELTS score at level 7 on graduation.**

**Reason: Although the education provider has a system in place to ensure that the students are at IELTS level 7 on graduation they do not have a monitoring system in place to assure themselves that this is the standard that all students have attained on graduation.**

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:

**Joanna Jackson**

**Valerie Maehle**

**Date: 20 November 2007**

## Health Professions Council

### Visitors' report

|   |   |
|---|---|
| <b>Name of education provider</b>   | York St John University   |
| <b>Name and titles of programme(s)</b>  | BHSc (Hons) Physiotherapy   |
| <b>Mode of delivery (FT/PT)</b>   | Part time (in service)  |
| <b>Date of visit</b>  | 15 and 16 November 2007   |
| <b>Proposed date of approval to commence</b>  | February 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Dr Joanna Jackson (Physiotherapist)<br>Professor Valerie Maehle (Physiotherapist)   |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Mandy Hargood   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Stuart Billingham, (Chair)<br>Anthony Hayward, ( Secretary)<br>Karen Harrison, Chartered Society of Physiotherapy, Representative<br>Nina Thomson, Chartered Society of Physiotherapy, Education Manager<br>Dr Mike Calvert, University panel member, York St John University<br>Professor Judy Giles, University Panel member, York St John University<br>Jackie Mathers, University panel member, York St John University |

#### Scope of visit (please tick)

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

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

Date  
2008-01-22

Ver.  
a

Dept/Cmte  
APV

Doc Type  
PPR

Title  
Visitors' Report - York St John -  
BHSc (Hons) Physiotherapy PT (in  
service)

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

**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.**

| <b>Requirement (please insert detail)</b>  | <b>Yes</b>                          | <b>No</b>                | <b>N/A</b>               |
|--|-------------------------------------|--------------------------|--------------------------|
| <b>1 This visit took place as a result of York St John receiving degree awarding powers and the University's decision to review the programme.</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>2</b>   | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>3</b>   | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |

|   |           |
|---|-----------|
| <b>Proposed student cohort intake number please state</b> | <b>20</b> |
|---|-----------|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

SET 3. Programme management and resource standards

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

**Condition: The education provider must provide a list of names of all staff in the Programme Team to include whole time equivalents and the roles the staff have on the programme.**

**Reason: From the documentation that was provided it was unclear as to the roles staff were undertaking on the BHSc (Hons) Physiotherapy programme and any other commitments they had beyond the programme.**

## SET 4. Curriculum Standards/ SET 6. Assessment standards

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.

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise

6.2 Assessment methods must be employed that measure the learning outcomes and skills that are required to practise safely and effectively.

**Condition: The education provider must provide further evidence that the assessment methods utilised demonstrate the achievement of the learning outcomes of the programme.**

**Reason: The information provided by the education provider was not sufficiently clear to confirm to the visitors that all the learning outcomes would be achieved on completion of the programme.**

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition: The education provider must redraft and resubmit the module descriptors to reflect the HPC Standards of Conduct, Performance and Ethics.**

**Reason: The documentation provided by the education provider reflected the standards of the professional body, but made no reference to the HPC standards.**

Deadline for conditions to be met: 17 December 2007

| Date       | Ver. | Dept/Cmte | Doc Type | Title   | Status            | Int. Aud.          |
|------------|------|-----------|----------|---|-------------------|--------------------|
| 2008-01-22 | a    | APV       | PPR      | Visitors' Report - York St John - BHSc (Hons) Physiotherapy PT (in service) | Final<br>DD: None | Public<br>RD: None |

## RECOMMENDATIONS

### SET 4. *Curriculum Standards*

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.

**Recommendation: The education provider should monitor the process by which they propose to assure themselves that the students have reached the correct IELTS score at level 7 on graduation.**

**Reason: Although the education provider has a system in place to ensure that the students are at IELTS level 7 on graduation they do not have a monitoring system in place to assure themselves that this is the standard that all students have attained on graduation.**

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:

**Joanna Jackson**

**Valerie Maehle**

**Date: 20 November 2007**

## Health Professions Council

### Visitors' report

|   |   |
|---|---|
| <b>Name of education provider</b>   | York St John University   |
| <b>Name and titles of programme(s)</b>  | BHSc (Hons) Occupational Therapy  |
| <b>Mode of delivery (FT/PT)</b>   | Full time and Flexible  |
| <b>Date of visit</b>  | 15 and 16 November 2007   |
| <b>Proposed date of approval to commence</b>  | September 2008  |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Wendy Fraser (Occupational Therapist)<br>Claire Brewis (Occupational Therapist)   |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Mandy Hargood   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Stuart Billingham, (Chair), York St John University<br>Anthony Hayward,( Secretary), York St John University<br>Catherine Wells, College of Occupational Therapy representative<br>Sue Hutchings, College of Occupational Therapy representative<br>Remy Reyes, College of Occupational Therapy representative<br>Dr Mike Calvert, University panel member, York St John University<br>Professor Judy Giles, University Panel member, York St John University<br>Jackie Mathers, University panel member, York St John University |

**Scope of visit (please tick)**

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

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

Date  
2008-01-22

Ver.  
a

Dept/Cmte  
APV

Doc Type  
PPR

Title  
Visitors' Report - BHSc (Hons)  
Occupational Therapy - FT and  
Flexible

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

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 The new flexible route was an addition to the full time programme.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 2 This visit to the full time route took place as a result of York St John University receiving degree awarding powers and the University's decision to review the programme | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 3  | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

|  |     |
|--|-----|
| Proposed student cohort intake number please state | 130 |
|--|-----|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## CONDITIONS

SET 3. Programme management and resource standards

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

**Condition: The education provider must provide a list of all staff names including whole time equivalents and the roles the staff have on the programme.**

**Reason: From the documentation that was provided it was unclear as to what staff were teaching solely on the BHSc (Hons) Occupational Therapy programme and what modules and other roles the staff have on the programmes.**

## SET 4. Curriculum Standards

4.4 The curriculum must remain relevant to current practice.

**Condition: The education provider must redraft and resubmit all documentation to reflect current terminology, eg 'standards of practice' should be HPC Standards of Proficiency.**

**Reason: The documentation presented still reflects old terminology and needs to be updated to reflect the correct standards of proficiency to ensure that the students are receiving the correct information throughout their programme**

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition: The education provider must redraft and resubmit the module descriptors to reflect the HPC Standards of Conduct, Performance and Ethics.**

**Reason: The documentation provided by the education provider reflected the standards of the professional body, but made no reference to the HPC standards.**

Deadline for conditions to be met: 17 December 2007

## RECOMMENDATIONS

### SET 5. *Practice placements standards*

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

**Recommendation: The visitors recommend that the education provider considers a more definite audit tool for practice placements and also provide more formal feedback to the placement providers.**

**Reason: Although the education provider does have an audit tool it could be more informative and provide better feedback to the practice placement educators.**

## COMMENDATIONS

**The programme has a contemporary theme in terms of graduate employment opportunities and new ways of working, with particular emphasis around the user engagement, contemporary careers and dissertation flexibility.**

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:

**Wendy Fraser**

**Claire Brewis**

**Date: 20 November 2007**

## Health Professions Council

### Visitors' report

|   |   |
|---|---|
| <b>Name of education provider</b>   | York St John University   |
| <b>Name and titles of programme(s)</b>  | BHSc (Hons) Occupational Therapy  |
| <b>Mode of delivery (FT/PT)</b>   | Part time (in service)  |
| <b>Date of visit</b>  | 15 and 16 November 2007   |
| <b>Proposed date of approval to commence</b>  | February 2008   |
| <b>Name of HPC visitors attending (including member type and professional area)</b> | Wendy Fraser (Occupational Therapist)<br>Claire Brewis (Occupational Therapist)   |
| <b>HPC executive officer(s) (in attendance)</b>                                     | Mandy Hargood   |
| <b>Joint panel members in attendance (name and delegation):</b>                     | Stuart Billingham, (Chair), York St John University<br>Anthony Hayward,( Secretary), York St John University<br>Catherine Wells, College of Occupational Therapy representative<br>Sue Hutchings, College of Occupational Therapy representative<br>Remy Reyes, College of Occupational Therapy representative<br>Dr Mike Calvert, University panel member, York St John University<br>Professor Judy Giles, University Panel member, York St John University<br>Jackie Mathers, University panel member, York St John University |

#### Scope of visit (please tick)

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

#### Confirmation of meetings held

|  | <b>Yes</b>                          | <b>No</b>                | <b>N/A</b>               |
|--|-------------------------------------|--------------------------|--------------------------|
| 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**

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

Date  
2008-01-22

Ver.  
a

Dept/Cmte  
APV

Doc Type  
PPR

Title  
Visitors' Reports - York St John -  
BHSc (Hons) Occupational  
Therapy - PT (in service)

Status  
Final  
DD: None

Int. Aud.  
Public  
RD: None

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 This visit took place as a result of York St John receiving degree awarding powers and the University's decision to review the programme. | <input checked="" 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 | 30 |
|--|----|

The following summarises the key outcomes of the approval event and provides reasons for the decision.

## **CONDITIONS**

SET 3. Programme management and resource standards

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

**Condition: The education provider must provide a list of all staff names including whole time equivalents and the roles the staff have on the programme.**

**Reason: From the documentation that was provided it was unclear as to what staff were teaching solely on the BHSc (Hons) Occupational Therapy programme and what modules and other roles the staff have on the programmes.**

**SET 4. Curriculum Standards**

4.4 The curriculum must remain relevant to current practice.

**Condition: The education provider must redraft and resubmit all documentation to reflect current terminology, e.g. standards of practice should be HPC Standards of Proficiency.**

**Reason: The documentation presented still reflects old terminology and needs to be updated to reflect the correct standards of proficiency to ensure that the students are receiving the correct information throughout their programme**

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

**Condition: The education provider must redraft and resubmit the module descriptors to reflect the HPC Standards of Conduct, Performance and Ethics.**

**Reason: The documentation provided by the education provider reflected the standards of the professional body, but made no reference to the HPC standards.**

Deadline for conditions to be met: 17 December 2007

## RECOMMENDATIONS

### SET 5. *Practice placements standards*

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

**Recommendation: The visitors recommend that the education provider considers a more definite audit tool for practice placements and also provide more formal feedback to the placement providers.**

**Reason: Although the education provider does have an audit tool it could be more informative and provide better feedback to the practice placement educators.**

## COMMENDATIONS

**The programme has a contemporary theme in terms of graduate employment opportunities and new ways of working, with particular emphasis around the user engagement, contemporary careers and dissertation flexibility.**

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:

**Wendy Fraser**

**Claire Brewis**

**Date: 20 November 2007**