

## Education and Training Committee – 25 September 2008

### Cancelled approval visit – South East Coast Ambulance Service NHS Trust

#### Executive summary and recommendations

##### **Introduction**

Following a paper submitted to the March meeting of the Education and Training Committee, an approval visit was scheduled take place to the IHCD paramedic training programme delivered at South East Coast Ambulance Service. The visit was planned for 29-30 July 2008 and this date was agreed by the education provider.

Prior to the visit the education officer did not receive a response to any correspondence until early June 2008. On 11 June 2008 an email was received indicating that the ambulance trust considered the burden of producing and presenting the programme documentation to be too great within the time remaining and requested postponement of the visit date.

Under the approval process, an education provider must submit documentation to the HPC eight weeks in advance of the visit date. If the documentation is later than six weeks prior to the visit, the HPC will cancel the visit on the basis that there is insufficient evidence to conduct a rigorous review. Accordingly, the visit was cancelled.

The Committee is asked to make a decision about what action to take with regard to reconfirming approval of this programme.

The education provider has submitted proposed dates for a new visit to take place on dates ranging from October 2008 to February 2009 and details of the circumstances that led to the education providers' decision to cancel to the approval visit. This information has been provided as appendices to this paper.

##### **Decision**

The Committee is asked to agree the following:

To allow the education provider the opportunity of an approval visit on one of the proposed dates after which a decision on the reconfirmation of approval can be made.

Or

To withdraw ongoing approval from the programme.

**Background information**

Education and Training Committee March 2008, "Pre-registration education and training for Paramedics", enclosure 14.

**Resource implications**

Employee and Visitor Partner time in organising, attending and following up the approval visit.

**Financial implications**

Approval visit and associated travel / accommodation costs already accounted for in departmental budget.

If the decision to withdraw approval from the programme is made, the HPC will take responsibility for relocating any students as required to another appropriate programme.

**Appendices**

Letter dated 17 June 2008 from South East Coast Ambulance Service

Letter dated 15 August 2008 from South East Coast Ambulance Service

**Date of paper**

9 September 2008

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2008-09-09	a	APV	APV	South East Coast Visit Cancellation	Draft DD: None	Public RD: None



RECEIVED 19 JUN 2008

South East Coast Ambulance Service



NHS Trust

Elisa Simeoni  
Education Officer  
Health Professions Council  
Park House  
184 Kennington Park road  
London  
SE11 4 BU

17 June 2008

Dear Elsia

I'm writing to confirm my email of 11 June 08 requesting a postponement of the Health Professions Council Educational visit to our training facilities in South East Coast Ambulance Service. The reason for this request is that we have not, due to other targets, been able to prepare the documentation for the visiting team by the deadline set. I realise that this matter will be taken to the Education Committee and ask that they take into account the challenges that face The Trust at this time.

We fully intend to facilitate the visit in the autumn and propose the following dates:-

w/c 13/10/08  
w/c 27/10/08  
w/c 10/11/08  
w/c 08/12/08  
w/c 05/01/09  
w/c 19/01/09  
w/c 02/02/09  
w/c 09/02/09  
w/c 16/02/09

The dates shown are Monday through Thursday only.

I hope that this situation has not caused any insignificant inconvenience.

I look forward to hearing from you.

Yours sincerely

Phil Hyland  
Assistant Clinical Director (Education)

Chairman: Martin Kitchen  
Chief Executive: Paul Sutton



# South East Coast Ambulance Service **NHS**

NHS Trust

Mr Osama Ammar  
Education Manager  
Health Professions Council  
Park House, 184 Kennington Park Road  
London  
SE11 4BJ

Friday 15<sup>th</sup> August 2008

Dear Osama

Thank you for your letter dated 29<sup>th</sup> July, my apologies for the delay in replying.

Reference our request to postpone the HPC Approval event planned for 29<sup>th</sup> & 30<sup>th</sup> July 2008, the reasons for this request are as follows:

- The Education department within the Trust has undergone an entire restructure since February 2008.
- The Trust is under significant performance pressures and members of the Education team have been seconded to Operations to support this.
- The Education department had until now a 30% vacancy rate.

These issues lead to an inability to prepare the documentation required for the Approval events, either in a timely manner or to the standard which I require.

The Clinical Director of the Trust, Mr Andy Newton and I concluded that it would be more prudent to request the postponement rather than disappoint the Approvals team.

I confirm that the dates supplied previously will be kept available for a future visit.

Kindest regards

Yours sincerely

**Phil Hyland**  
Assistant Clinical Director (Education)

Cc Andy Newton  
Freda Evans  
Nicola Brooks