

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Anglia Ruskin University
<b>Programme title</b>	DipHE Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - PQAF Executive Summary 2011/12
  - PQAF Executive Summary 2012/13
  - CPM London 2011/12
  - Module Definition Forms (old)
  - Module Definition Forms (revised)

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Bangor University
<b>Programme title</b>	Doctorate in Clinical Psychology (D.Clin.Psy)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Clinical psychologist
<b>Name and profession of HCPC visitors</b>	Ruth Baker (Clinical psychologist) Lynn Dunwoody (Practitioner psychologist)
<b>HCPC executive</b>	Nicola Baker
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Updated programme specification
  - External examiner code of practice

There were no formal responses to external examiner reports submitted for this audit. The annual review reports address positive feedback from the external examiners, and there were no significant issues raised within the external examiner reports for the past two years which required a formal response from the programme team.

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	British Psychological Society
<b>Programme title</b>	Qualification in Occupational Psychology (Stage 2)
<b>Mode of delivery</b>	Flexible
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Occupational psychologist
<b>Name and profession of HCPC visitors</b>	Richard Kwiatkowski (Occupational psychologist) Robert Stratford (Practitioner psychologist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of postal review</b>	26 March 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Documents provided in relation to SETs 3.2, 3.3, 3.7, 3.13, 6.2, 6.4, 6.5, 6.6, 6.7 and 6.10

- Documentation regarding officer training
- Documentation regarding supervisor training
- Regulations for Post-graduate programmes February 2014

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### **2.3 The admissions procedures must apply selection and entry criteria, including criminal convictions checks.**

**Reason:** The visitors noted the programme has made a change to the admissions procedures in relation to the criminal conviction checks. In mapping evidence for this standard the education provider has referenced 'Regulations for the Society's Postgraduate Qualifications, section 3.4.1'. The visitors considered the information provided to not fully disclose to applicants the reasoning behind making decisions about disclosures of convictions or police cautions about certain behaviour on the list provided. The visitors could not determine whether suspended sentences are to be included within the declaration. The visitors were additionally unable to determine whether an appeals process was part of this decision or not. To be assured this standard continues to be met the visitors require further evidence demonstrating how applicants are informed of the declaration process.

**Suggested documentation:** Further information demonstrating applicants are informed of the declaration process.

#### **3.3 The programme must have regular monitoring and evaluation systems in place.**

**Reason:** In mapping evidence for this standard the education provider has referenced appraisal forms for supervisors and assessors as part of the quality assurance procedures. From the evidence provided the visitors were not clear how the appraisal process works as part of the regular monitoring and evaluation systems in place. The visitors therefore require further evidence demonstrating how the appraisal process works, and how, for instance, remedial action is taken with regard to supervisors or assessors who are failing to meet a particular standards in order to determine this standard is met.

**Suggested documentation:** Information regarding how the appraisal process works, and how, for instance, remedial action is taken with regard to supervisors or assessors.

#### **6.4 Assessment methods must be employed that measure the learning outcomes.**

**Reason:** In mapping evidence for this standard the education provider has referenced external examiner reports and responses for 2012 and 2013. The visitors noted the responses did not always directly address the concerns of the external examiner. The external examiner stated in 2013 "assessment is inclusive in terms of recognised groups but not sure how inclusive it is in terms of learning styles". The visitors considered the response to this comment does not address the concern of the external examiner or demonstrate the comment has been considered fully by the programme team. To be assured this standard is met and that the assessment methods employed are appropriate to measure the learning outcomes the visitors require evidence of further consideration by the programme team.

**Suggested documentation:** Information regarding the programme team's response to the external examiner regarding learning styles.

#### **6.6 There must be effective monitoring and evaluation mechanisms in place to ensure appropriate standards in the assessment.**

**Reason:** In mapping evidence for this standard the education provider has referenced external examiner reports and responses for 2012 and 2013. The visitors noted the responses did not always directly address the concerns of the external examiner. For example the external examiner (2012) stated "I would have perhaps liked more consultation and more communication with other key people" and expressed concern that "there is no real communication between the assessors and the external examiner" (2013). The visitors considered the response provided in 2013 did not display any sense of the importance of communication or any sense of urgency in addressing it, "in future years we may ...". To be assured this standard is met and there are effective monitoring and evaluation mechanisms in place the visitors require further evidence demonstrating the engagement with the external examiner.

**Suggested documentation:** Information regarding how the board and the course team respond to comments from the external examiner.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.

- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors note that future HCPC annual monitoring submissions could helpfully have some more information about progression. The visitors noted in 2012 there was a total of 200 candidates of whom 8 completed in the last 12 months; in 2013 and there were 219 candidates of whom 14 completed in the last 12 months. An indication of whether this was the expected rate of progress would be important information to help determine the programme is effectively being managed in terms of student support and assessment.

The visitors are also aware that the British Psychological Society Division of Occupational Psychology is currently due to implement changes to the syllabus for education providers. The visitors note that if this programme makes changes as a result of this the HCPC will need to be informed of the changes through the major change process.

The visitors also noted that section 6 the "Regulations for the society's postgraduate qualifications; valid from February 2014" could usefully include information for students who have work responsibilities which may preclude undertaking of certain sorts of projects, or similarly foreign postings which may also mean that the plan of work cannot be adhered to. The visitors comment this would provide greater clarifications for students on the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	BSc (Hons) Diagnostic Radiography and Imaging
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Diagnostic radiographer
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Diagnostic radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Cardiff University Equality and Diversity Policy
  - Cardiff University Fitness to Practise

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Full time Part time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - College of Occupational Therapists annual monitoring report 2011–12
  - Cardiff University fitness to practice policy

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	BSc (Hons) Physiotherapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Admissions process
  - Outline of interview criteria
  - Equality and Diversity Policy
  - Associate Lecturer Scheme
  - Students complaints procedure
  - Fitness to practice policy document

- Programme Document
- Placement Learning Handbook
- Programme Handbook 2012

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	BSc (Hons) Radiotherapy and Oncology
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Therapeutic radiographer
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Therapeutic radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted in the documentation submitted that the annual review and evaluation reports for 2011 – 12 and 2012 – 13 were not signed and dated. The visitors suggest in the future submission annual review and evaluation reports for this programme should be signed and dated by appropriate individuals.

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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	Dip HE Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - HE Diploma in ODP Programme Handbook (2013 –14)
  - Educational audits and clinical visit reports for Ysbyty Gwynedd, Ysbyty Glan Clwyd and Wrexham Maelor.
  - Overview of student placement evaluations.

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Cardiff University (Prifysgol Caerdydd)
<b>Programme title</b>	Pg Dip Occupational Therapy
<b>Mode of delivery</b>	Full time accelerated
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - The programme did not respond to the external examiners report for the last two years as no response was required
  - Cardiff University Fitness to Practice Policy
  - Cardiff University complaints procedure

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### 3.3 The programme must have regular monitoring and evaluation systems in place.

**Reason:** The visitors reviewed the documentation provided as part of this annual monitoring submission in which the education provider highlighted (in the SETs mapping document) the University internal quality documents. However, the internal quality document 2012 - 2013 submitted mainly relates to other programmes, and the visitors were unable to see where it addresses the PG Dip Occupational therapy programme. As a result the visitors are unable to determine whether the programme has regular monitoring and evaluation systems in place. The visitors therefore require further evidence to ensure this standard continues to be met.

**Suggested documentation:** Information on the regular monitoring and evaluation systems in place.

### Section four: Recommendation of the visitors

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	City University
<b>Programme title</b>	Doctorate in Health Psychology (Dpsych)
<b>Mode of delivery</b>	Full time Part time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Health psychologist
<b>Name and profession of HCPC visitor(s)</b>	Lynn Dunwood (Health Psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
- No external examiners reports or responses to the reports were provided for 2011– 2012 or 2012– 2013
- Programme Handbook
- Psychology Departmental plan

- Workplace provider handbook
- Workplace provider training

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### 3.3 The programme must have regular monitoring and evaluation systems in place.

**Reason:** The visitors noted that no external examiner reports were submitted for this annual monitoring submission. The visitors noted that the education provider had not submitted report for 2012 –2013 as the external examiner had not attended the final examination board. However the visitors did not receive the external examiner report for 2011 –2012 either. In order for the visitors to be assured that the programme has been monitored and evaluated and that the external examiner(s) have carried out a full role within the monitoring of the programme the visitors require evidence that the programme has had external scrutiny to evaluate the programme.

**Suggested documentation:** Evidence of external examination and scrutiny of the programme.

### 6.11 Assessment regulations must clearly specify requirements for the appointment of at least one external examiner who must be appropriately experienced and qualified and, unless other arrangements are agreed, be from the relevant part of the Register.

**Reason:** The visitors were unable to determine the roles and responsibilities between an external advisor and an external examiner. From reading the mapping document it appears that the external advisor is also the external examiner. The visitors were unclear as to what role the named person in 6.11 of the mapping was taking and whether they were taking the role of an adviser as described in 5.6 page 50 of the programme handbook or external examiner as described in 5.7 page 51 of the programme handbook.

**Suggested documentation:** Clarification regarding the roles of the external advisor and the external examiner.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	City University
<b>Programme title</b>	Professional Doctorate in Counselling Psychology
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Counselling psychologist
<b>Name and profession of HCPC visitor(s)</b>	Antony Ward (Counselling psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External examiner's report for one year ago
  - External examiner's report for two years ago
  - Response to External examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Cause for Concern Form
  - Important information for applicants
  - Psychology Department

- Occupational Health Works Website
- Programme Handbook
- Guide for Research Students
- Guide for External Examiners
- Appeals form and guidance
- Interview document
- Key Contacts
- Professional components modules
- Placement requirements
- Personal psychological counselling requirements
- Professional log
- Termination of placement
- Clinical hours log
- Summary of client work
- Placement reflections Change of clinical supervisor form
- Summary of supervision work
- Mid placement supervisor's evaluation
- Professional log
- Professional activity log
- Module specifications for new modules
- Board of Studies Amendment

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Edge Hill University
<b>Programme title</b>	BSc (Hons) Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - HEA 3151 The role of the Enhanced Scrub Practitioner
  - PUP 2181 Interprofessional learning, understanding leadership and management
  - PUP 3135 Interprofessional learning, preparing for the professional role
  - PUP 1153 Introduction to the Principles of Perioperative Practice
  - PUP 1162 Application of anatomy & physiology in perioperative practice

- PUP 2198 Patient Care in Perioperative Practice
- PUP 2195 Holistic Perspectives in Perioperative Care
- PUP 2194 Applied Pharmacology in Perioperative Practice
- Periodic Review – Perioperative Studies, Nov13

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Edge Hill University
<b>Programme title</b>	Dip HE Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
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- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - HEA 3151 The role of the Enhanced Scrub Practitioner
  - PUP 2181 Interprofessional learning, understanding leadership and management
  - PUP 3135 Interprofessional learning, preparing for the professional role
  - PUP 1153 Introduction to the Principles of Perioperative Practice
  - PUP 1162 Application of anatomy & physiology in perioperative practice

- PUP 2198 Patient Care in Perioperative Practice
- PUP 2195 Holistic Perspectives in Perioperative Care
- PUP 2194 Applied Pharmacology in Perioperative Practice
- Periodic Review – Perioperative Studies, Nov13

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Edge Hill University
<b>Programme title</b>	Diploma of Higher Education Paramedic Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Paramedic
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - HEA 1077 Bioscience for Paramedics 1
  - HEA 2092 Patient Assessment 2
  - HEA 1079 Patient Assessment in Paramedic Practice 1
  - HEA 2094 Exploring the Scope of Paramedic Practice
  - Periodic Review – Paramedic Practice, November 2013

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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### Section one: Programme details

<b>Name of education provider</b>	Edge Hill University
<b>Programme title</b>	Non-Medical Prescribing
<b>Mode of delivery</b>	Part time
<b>Relevant entitlement(s)</b>	Supplementary prescribing
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
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- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	BSc (Hons) Applied Biomedical Science
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Biomedical scientist
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	BSc (Hons) Human Nutrition and Dietetics
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Dietitian
<b>Name and profession of HCPC visitor(s)</b>	Antony Ward (Practitioner psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	BSc (Hons) Occupational Therapy (Ageing and Well-being)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Staff curriculum vitae
  - Glasgow Caledonian University Points Based System, Tier 4 Briefing Document for Staff

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	BSc (Hons) Occupational Therapy (Psychosocial Interventions)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
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- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Staff curriculum vitae
  - Glasgow Caledonian University Points Based System, Tier 4 Briefing Document for Staff

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	BSc (Hons) Occupational Therapy (Work Practice)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
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- Internal quality report for two years ago
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- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Staff curriculum vitae
  - Glasgow Caledonian University Points Based System, Tier 4 Briefing Document for Staff

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	Local Analgesia with Nail Surgery for Podiatrists
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Local anaesthetic
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - External examiner's reports for BSc (Hons) Podiatry for the last two academic years.
  - Response to external examiner's reports for BSc (Hons) Podiatry for the last two academic years.

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

#### 3.3 The programme must have regular monitoring and evaluation systems in place.

**Reason:** From a review of the documentation submitted the visitors noted the education provider had submitted internal monitoring reports and external examiners reports for BSc (Hons) Podiatry. The visitors were unable to determine how this programme specifically has annual monitoring process in place to ensure it continued to meet HCPC standards. The visitors were not presented with sufficient evidence to show that this programme continued to meet standards of education and training (SETs) therefore require documentation which demonstrates that the programme has annual monitoring process in place specific to this programme to ensure this programme continued to meet SETs in the last two academic years.

**Suggested documentation:** Internal quality reports for academic year 2011-12 and 2012-13 specific to this programme or existing reports making specific reference to the stand alone provisions within the overall report.

#### 6.6 There must be effective monitoring and evaluation mechanisms in place to ensure appropriate standards in the assessment.

**Reason:** From a review of the documentation submitted the visitors noted the education provider had submitted external examiners reports for BSc (Hons) Podiatry for the last two academic years. The visitors were unable to determine how this programme specifically has annual monitoring processes including external examiner's report in place to ensure it continued to meet our standards. The visitors were not presented with sufficient evidence to show that this programme continued to meet standards of education and training (SETs) therefore require documentation which demonstrates that the programme has annual monitoring process including external examiner's report in place specific to this programme to ensure this programme continued to meet SETs in the last two academic years.

**Suggested documentation:** External examiners' reports for academic year 2011-12 and 2012-13 specific to this programme existing reports making specific reference to the stand alone provisions within the overall report.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	MSc Dietetics
<b>Mode of delivery</b>	Full time Part time
<b>Relevant part of the HCPC register</b>	Dietitian
<b>Name and profession of HCPC visitor(s)</b>	Antony Ward (Practitioner psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	Pg Dip Dietetics (Pre-Registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Dietitian
<b>Name and profession of HCPC visitor(s)</b>	Antony Ward (Practitioner psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

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### **Section three: Additional documentation**

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## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glasgow Caledonian University
<b>Programme title</b>	Pharmacology for Podiatrists
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Prescription only medicine
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
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- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glyndwr University
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitor</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
- This is a new programme and has been running since September 2013 and therefore the above documents are not available.

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glyndwr University
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Part time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitor</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Glyndwr University
<b>Name of awarding / validating body</b>	University of Wales
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Part time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitor</b>	Claire Brewis (Occupational therapist) Pauline Etkin (Arts therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Glyndwr University
<b>Programme title</b>	Professional Certificate (Practice Certificate in Supplementary Prescribing for AHPs at level 6)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlement(s)</b>	Supplementary prescribing
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that in the 2011 – 2012 action plan within the Annual monitoring report that an additional member of staff was to be resourced for by January 2013. The education provider could consider advising any significant staff changes to the HCPC via the monitoring processes.

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### Section one: Programme details

<b>Name of education provider</b>	Glyndwr University
<b>Programme title</b>	Professional Certificate (Practice Certificate in Supplementary Prescribing for AHPs at level 7)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlement(s)</b>	Supplementary prescribing
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that in the 2011 – 2012 action plan within the Annual monitoring report that an additional member of staff was to be resourced for by January 2013. The education provider could consider advising any significant staff changes to the HCPC via the monitoring processes.

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### Section one: Programme details

<b>Name of education provider</b>	Guildhall School of Music and Drama
<b>Name of awarding / validating body</b>	City University
<b>Programme title</b>	MA Music Therapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of HCPC register</b>	Arts therapist
<b>Relevant modality</b>	Music therapist
<b>Name and profession of HCPC visitors</b>	Pauline Etkin (Music therapist) Claire Brewis (Occupational therapist)
<b>HCPC executive</b>	Amal Hussein
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Director of Music response to HCPC October 2010
  - Music therapy annexe premises
  - Music therapy Fitness to Practice procedure

- Music therapy staff meeting notes (21 May 2013)
- Module D2 Professional Practice sessions 2012 – 13

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Keele University
<b>Programme title</b>	BSc (Hons) Physiotherapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Accompanying letter from the Head of School

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted in the Course Review Form (October 2013, page 2) that “the weighting of the balance of assessment will be revised”. It was not clear from this form, when these changes would take place as the document referred to it being implemented “in the forthcoming year”. As the annual monitoring process is retrospective and it appears from the documentation that these are prospective changes, this change will not be considered through this audit. The programme team should, however, consider the impact of these changes on the SETs regarding Assessment, and if necessary, the HCPC should be informed of the change through the major change process.

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### Section one: Programme details

<b>Name of education provider</b>	Medway School of Pharmacy
<b>Name of validating body</b>	Universities of Greenwich and Kent
<b>Programme title</b>	Post graduate Certificate in Supplementary Prescribing
<b>Mode of delivery</b>	Distance learning
<b>Relevant entitlement(s)</b>	Supplementary prescribing
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Application form and letter

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Queen Margaret University
<b>Programme title</b>	Professional Doctorate in Health Psychology
<b>Mode of delivery</b>	Full time Part time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Health psychologist
<b>Name and profession of HCPC visitor(s)</b>	Lynn Dunwood (Health psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Roehampton University
<b>Programme title</b>	PsychD in Counselling Psychology
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Counselling psychologist
<b>Name and profession of HCPC visitor(s)</b>	Anthony Ward (Counselling psychologist) Fiona McCullough (Dietitian)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted in the programme review for 2012 – 2013 that there is a University proposed change to the entry requirements and selection criteria for the programme from 2013 – 2014 and this was at an advanced stage of discussion. The visitors would like to remind the education provider that if the change has been implemented then the HCPC should be advised of the change via the major change process.

The visitors also noted other changes that could impact on how the programme continues (for example the section A2 - the changes made to the borderline external case studies) to meet the standards and would therefore expect the education provider to notify the HCPC of any significant changes via the relevant monitoring process.

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### Section one: Programme details

<b>Name of education provider</b>	Royal Holloway, University of London
<b>Programme title</b>	Doctorate in Clinical Psychology (DClinPsy)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Clinical psychologist
<b>Name and profession of HCPC visitors</b>	Ruth Baker (Clinical psychologist) Antony Ward (Practitioner psychologist)
<b>HCPC executive</b>	Nicola Baker
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Client feedback questionnaire documentation
  - Reflective Practice Assessment proposal

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	BSc (Hons) Diagnostic Radiography
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Diagnostic radiographer
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Diagnostic radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External examiner's report for one year ago
  - External examiner's report for two years ago
  - Response to External examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Image Interpretation Module Guide
  - Preparation for Practice Module Guide
  - List of Clinical Placement Sites and satellite Units
  - Clinical Liaison Meeting Minutes – 3 September 2012

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Angela Ariu (Occupational therapist) Penny Joyce (Operating department practitioner)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	BSc (Hons) Physiotherapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - HCPC Annual Monitoring commentary

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	BSc (Hons) Radiotherapy and Oncology
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Therapeutic radiographer
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Therapeutic radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	Diploma of Higher Education Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
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### **Section three: Additional documentation**

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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	MSc Occupational Therapy (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Angela Ariu (Occupational therapist) Penny Joyce (Operating department practitioner)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
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### Section one: Programme details

<b>Name of education provider</b>	Sheffield Hallam University
<b>Programme title</b>	Pg Dip Radiotherapy and Oncology in Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Therapeutic radiographer
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Therapeutic radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
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### **Section three: Additional documentation**

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### Section one: Programme details

<b>Name of education provider</b>	South Western Ambulance Service NHS Foundation Trust
<b>Name of awarding body</b>	Institute of Health Care Development
<b>Programme title</b>	IHCD Paramedic award
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Paramedic
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - SWASFT Paramedic award Action Plan
  - IHCD Accreditation Report, Practice Placement Handbook Appendix 8
  - HCPC Closure of Programme Form (SWASFT/Prometheus Medical)

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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### Section one: Programme details

<b>Name of education provider</b>	South Western Ambulance Service NHS Foundation Trust & Prometheus Medical
<b>Name of awarding body</b>	South Western Ambulance Service NHS Foundation Trust
<b>Programme title</b>	IHCD Paramedic award
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Paramedic
<b>Name and profession of HCPC visitors</b>	Paul Bates (Paramedic) Martin Benwell (Radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	BSc (Hons) Diagnostic Radiography
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Diagnostic radiographer
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Diagnostic radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External examiner's report for one year ago
  - External examiner's report for two years ago
  - Response to External examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Image Interpretation Module Guide
  - Preparation for Practice Module Guide
  - List of Clinical Placement Sites and satellite Units
  - Clinical Liaison Meeting Minutes – 3 September 2012

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	BSc (Hons) Physiotherapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Subject leader's report 2012
  - Subject leader's report 2013
  - Teesside University Student's Complaints Process
  - School of Health & Social Care Fitness to Practice Procedure
  - Induction and pre-clinical timetables

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

From a review of the SETs mapping document, the visitors noted that an old version of this document was used, which informed the programme team that "If we have not visited you since September 2009, you will need to provide documentary evidence that you meet this standard" in reference to SETs 3.3, 3.13, 3.16 and 4.5. This was a requirement previously, when new standards were introduced, but this is no longer required by the HCPC. The visitors would therefore like to suggest that the programme team use the current SETs mapping documentation provided on the HCPC website for future submissions. The visitors also noted that a response to the External Examiners report 2011 – 12 was not provided. The visitors would like to suggest that this is provided in future annual monitoring submissions, or if it is unavailable for future audits, that it is explained why this is unavailable.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	DipHE Operating Department Practice
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Operating department practitioner
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Module leaders module reports 2012 & 2013
  - ODP Programme Award Board Minutes from 2013
  - Programme board minutes from 2012 & 2013
  - Student complaints Procedure
  - Placement Concern Form
  - Fitness for Practice Regulations

- Module Spec for CCH1002-N Legal, Ethical & Professional Concepts in the Operating Theatre
- Module Spec for FDS1001-N Clinical Practice 1 in ODP
- Module Spec for FDS1001-N Clinical Practice 2 for ODP
- Programme Handbook

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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Section four: Recommendation of the visitors .....	2

### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	Foundation Degree Paramedic Science
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Paramedic
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section two: Submission details .....	1
Section three: Additional documentation .....	2
Section four: Recommendation of the visitors .....	2

### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	MSc Diagnostic Radiography (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Diagnostic radiographer
<b>Name and profession of HCPC visitor(s)</b>	Paul Bates (Paramedic) Martin Benwell (Diagnostic radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
- E-mail correspondence from HCPC
- Clinical Placement 3 module guide
- Relevant Induction PowerPoint Slides
- School's notification of change forms MIM4044-N and MIM4045-N

- Module specifications MIM4044-N and MIM4045-N
- List of placement sites and satellite units
- Clinical Liaison Meeting Minutes – 3 September 2012

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
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## Annual monitoring visitors' report

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Section five: Visitors' comments .....	2

### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	MSc Physiotherapy (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
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- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Subject leader's report 2013
  - School of Health & Social Care Fitness to Practice Procedure

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
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The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that a response to the external examiners report 2011 – 12 was not provided. The visitors would like to suggest that this is provided in future annual monitoring submissions, or if it is unavailable for future audits, that it is explained why this is unavailable.

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	Pg Dip Diagnostic Radiography (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Radiographer
<b>Relevant modality</b>	Diagnostic radiographer
<b>Name and profession of HCPC visitors</b>	Paul Bates (Paramedic) Martin Benwell (Diagnostic radiographer)
<b>HCPC executive</b>	Mandy Hargood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
- Email correspondence from HCPC
- Clinical Placement 3 module guide
- Relevant Induction PowerPoint Slides
- School's notification of change forms MIM4044-N and MIM4045-N

- Module specifications MIM4044-N and MIM4045-N
- List of placement sites and satellite units
- Clinical Liaison Meeting Minutes – 3<sup>rd</sup> September 2012

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	Pg Dip Physiotherapy (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Subject leader's report 2013
  - School of Health & Social Care Fitness to Practice Procedure

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that a response to the External Examiners report 2011 – 12 was not provided. The visitors would like to suggest that this is provided in future annual monitoring submissions, or if it is unavailable for future audits, that it is explained why this is unavailable.

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	University Certificate of Postgraduate Professional Development: Non medical Prescribing
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	Teesside University
<b>Programme title</b>	University Certificate of Professional Development Non-Medical Prescribing
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	The University of Bolton
<b>Programme title</b>	Non-Medical Prescribing (HE6)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	The University of Bolton
<b>Programme title</b>	Non-Medical Prescribing (HE7)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	University of Bath
<b>Programme title</b>	Doctorate in Clinical Psychology
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Clinical psychologist
<b>Name and profession of HCPC visitors</b>	Ruth Baker (Clinical psychologist) Antony Ward (Practitioner psychologist)
<b>HCPC executive</b>	Nicola Baker
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Admissions advertising documentation
  - Admissions policies and processes
  - Staff curriculum vitae
  - Handbooks and guidance documents for the programme

- Unit P1 descriptor
- Curriculum Committee minutes
- Department Learning, Teaching and Quality Committee minutes
- SSLC annual reports
- Supervisor workshop timetable
- Information on Continuing Professional Development (CPD) lectures
- British Association for Behavioural and Cognitive Psychotherapies (BABCP) accreditation report and response
- Sample placement agreement
- Service review guidelines and marking scheme
- Debate information
- Exam marking guidance
- Fitness to Practise policy
- Course in Enhancing Academic Practice Handbook

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that the audit submission included a number of appendices to support the programme's continued ability to meet the standards of education and training (SETs). The visitors appreciated the thorough approach in engaging

in the annual monitoring process but for future submissions, would encourage the education provider to only submit key additional evidence where changes have been made which affect the way in which the programme meets the SETs.

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### Section one: Programme details

<b>Name of education provider</b>	University of Dundee
<b>Programme title</b>	Non-Medical Prescribing (SCQF 9)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

**Reason:** From a review of the module monitoring forms for the last two academic years (2011 – 12 and 2012 – 13) the visitors noted comments about changes to the programme curriculum in sections ‘proposed changes’ and ‘evaluation of past changes’ (page 2) respectively. The visitors noted that the curriculum has been updated in April 2012 with a number of changes made to it. The visitors were not presented with evidence to support these changes to the programme curriculum and therefore require documentation which articulates these changes to curriculum structure and demonstrates that the programme continued to be effectively managed at the time by meeting all standards of education and training (SETs).

**Suggested documentation:** Information regarding the curriculum changes and evidence of this programme continued to meet all SETs at the time.

### Section four: Recommendation of the visitors

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	University of Dundee
<b>Programme title</b>	Non-Medical Prescribing (SCQF 11)
<b>Mode of delivery</b>	Part time
<b>Relevant entitlements</b>	Supplementary prescribing
<b>Name and profession of HCPC visitors</b>	James Pickard (Chiropodist / podiatrist) Graham Harris (Paramedic)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

### 3.2 The programme must be managed effectively.

**Reason:** From a review of the module monitoring forms for the last two academic years (2011 – 12 and 2012 – 13) the visitors noted comments about changes to the programme curriculum in sections ‘proposed changes’ and ‘evaluation of past changes’ (page 2) respectively. The visitors noted that the curriculum has been updated and there are a number of changes made to it in April 2012. The visitors were not presented with evidence to support these changes to the programme curriculum and therefore require documentation which articulates these changes to curriculum structure and demonstrates that the programme continued to be effectively managed at the time by meeting all standards of education and training (SETs).

**Suggested documentation:** Information regarding the curriculum changes and evidence of this programme continued to meet all SETs at the time.

### Section four: Recommendation of the visitors

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	University of Essex
<b>Programme title</b>	BSc (Hons) Occupational Therapy
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Module guide HS251

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted the education provider has mapped the curriculum and learning outcomes of this programme to the revised standards of proficiency (SOPs) for occupational therapists. While the visitors recognise the work that has been undertaken to map the curriculum and learning outcomes to the revised SOPs, they would like the programme team to note this annual monitoring audit covers the 2011–12 and the 2012–13 academic years. The revised SOPs were published 1 March 2013. Therefore the visitors have not considered any changes to the programme that have resulted from the implementation of the revised SOPs in this annual monitoring audit. Any changes to the programme which are made as a result of the implementation of the revised SOPs will be considered as part of the programme's next annual monitoring audit in the 2015–16 academic year.

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### Section one: Programme details

<b>Name of education provider</b>	University of Essex
<b>Programme title</b>	BSc (Hons) Physiotherapy
<b>Mode of delivery</b>	Part time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted that the education provider has mapped the curriculum and learning outcomes of this programme to the revised standards of proficiency (SOPs) for Physiotherapy. While the visitors recognise the work that has been undertaken to map the curriculum and learning outcomes to the new SOPs, they would like the programme team to note that this annual monitoring audit covers the 2011–12 and the 2012–13 academic years and the revised SOPs were published in May 2013. Therefore the visitors have not considered any changes to the programme that have resulted from the implementation of the new SOPs in this annual monitoring audit. Any changes to the programme which are made as a result of the implementation of the revised SOPs will be considered as part of the programme's next annual monitoring audit in the 2015–16 academic year.

## Annual monitoring visitors' report

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### Section one: Programme details

<b>Name of education provider</b>	University of Essex
<b>Programme title</b>	Doctorate in Clinical Psychology (DClinPsy)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Clinical psychologist
<b>Name and profession of HCPC visitors</b>	Ruth Baker (Clinical psychologist) Antony Ward (Practitioner psychologist)
<b>HCPC executive</b>	Nicola Baker
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Admissions documentation
  - Marking policy and schedule

### Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

**Reason:** The visitors noted that the SETs mapping states against SET 3.3 that, "...the programme has been fully modularised." The internal monitoring report for 2012-13, page 31, also indicates that since the approval and revalidation of the programme in 2011, the programme has now been consolidated in a firm modular structure for all aspects of the programme. However, the visitors could not find further information on the process for modularising the topics covered within the curriculum, or what measures or mapping exercises have been taken to ensure that the new structure for delivering learning outcomes through modules will continue to deliver the standards of proficiency (SOPs) for clinical psychologists.

**Suggested documentation:** Further clarification of the changes made to the programme through modularisation, and evidence of the measures taken to ensure that the SOPs will continue to be met.

#### 6.1 The assessment strategy and design must ensure that the student who successfully completes the programme has met the standards of proficiency for their part of the Register.

**Reason:** The visitors noted that the SETs mapping states against SET 3.3 that, "...the programme has been fully modularised." The internal monitoring report for 2012 – 13, page 31, also indicates that since the approval and revalidation of the programme in 2011, the programme has now been consolidated in a firm modular structure for all aspects of the programme. However, the visitors could not find further information on the process for modularising the topics covered within the curriculum, or what measures or mapping exercises have been taken to ensure that the new structure for assessing learning outcomes in modules will continue to assess the standards of proficiency (SOPs) for clinical psychologists.

**Suggested documentation:** Further clarification of the changes made to the programme through modularisation, and evidence of the measures taken to ensure that the SOPs will continue to be met.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	University of Essex
<b>Programme title</b>	MSc Occupational Therapy (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Programme handbook 2013
  - Interim external examiner report 2012 – 13

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted the education provider has mapped the curriculum and learning outcomes of this programme to the revised standards of proficiency (SOPs) for occupational therapists. While the visitors recognise the work that has been undertaken to map the curriculum and learning outcomes to the revised SOPs, they would like the programme team to note this annual monitoring audit covers the 2011–12 and the 2012–13 academic years. The revised SOPs were published 1 March 2013. Therefore the visitors have not considered any changes to the programme that have resulted from the implementation of the revised SOPs in this annual monitoring audit. Any changes to the programme which are made as a result of the implementation of the revised SOPs will be considered as part of the programme's next annual monitoring audit in the 2015–16 academic year.

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### Section one: Programme details

<b>Name of education provider</b>	University of Essex
<b>Programme title</b>	Post Graduate Diploma in Occupational Therapy (Pre-registration)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Occupational therapist
<b>Name and profession of HCPC visitors</b>	Penny Joyce (Operating department practitioner) Angela Ariu (Occupational therapist)
<b>HCPC executive</b>	Ruth Wood
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Programme handbook 2013
  - Interim external examiner report 2012 – 13

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted the education provider has mapped the curriculum and learning outcomes of this programme to the revised standards of proficiency (SOPs) for occupational therapists. While the visitors recognise the work that has been undertaken to map the curriculum and learning outcomes to the revised SOPs, they would like the programme team to note this annual monitoring audit covers the 2011–12 and the 2012–13 academic years. The revised SOPs were published 1 March 2013. Therefore the visitors have not considered any changes to the programme that have resulted from the implementation of the revised SOPs in this annual monitoring audit. Any changes to the programme which are made as a result of the implementation of the revised SOPs will be considered as part of the programme's next annual monitoring audit in the 2015–16 academic year.

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### Section one: Programme details

<b>Name of education provider</b>	University of Glasgow
<b>Programme title</b>	Doctorate in Clinical Psychology (DClinPsy)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Practitioner psychologist
<b>Relevant modality</b>	Clinical psychologist
<b>Name and profession of HCPC visitors</b>	Ruth Baker (Clinical psychologist) Lynn Dunwoody (Practitioner psychologist)
<b>HCPC executive</b>	Nicola Baker
<b>Date of assessment day</b>	28 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External examiner's report for one year ago
  - External examiner's report for two years ago
  - Response to External examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Grading guidance framework
  - Periodic review report, April 2013

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors noted comments within the 2012 – 13 Annual Monitoring Report regarding a worsening issue of illegibility of students' handwriting on exam scripts. This has led to the need for students to transcribe their scripts, taking up time and resources, which will be charged for going forward. The visitors advise the programme team to keep this issue under review, as illegible handwriting could lead to difficulties in the professional context (in clinical practice and record keeping) and potentially fitness to practice issues.

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### Section one: Programme details

<b>Name of education provider</b>	University of Strathclyde
<b>Programme title</b>	BSc (Hons) Prosthetics and Orthotics
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago
  - Faculty Course Review Forms
  - External Examiners CVs
  - Curriculum Vitae; Elaine Figgins, Director NCPO
  - Information leaflet for the programme
  - Student Handbooks
  - University Fitness to Practice Regulations and Guidelines

- Undergraduate Prospectus 2013-14
- BME Strategy Plan 2013-14
- NCPO Annual report - Scottish Government Health Department (SGHD)
- Screen Shots from the university website
- Interview information;
- Dates and Minutes of NCPO Divisional Committee Meetings
- Staff/Student Liaison Meeting Minutes
- University pro-forma student complaints online screen shot
- New Placement Approval/Re-approval Form
- Placement information;
- Student Contact Form
- Clinical Placement Supervisor/Educators Pack
- Clinical Placement Student Handbook
- Clinical Competencies for placements
- Procedure based Assessment Prosthetics
- Procedure based Assessment Orthotics
- Clinical Placement supervisor/Educators Training advert and training dates
- AHP Practice Educator Programme January 2014 – Learning Outcomes
- Stakeholders event – final year presentations, May 2012 and May 2013
- Resource List for AHP Generic Educator Training 2011
- Teaching and Learning Handbook for Placement Educators Training (GCU and Strathclyde Universities combined)
- Placement Flowcharts/Timelines
- Practice Placement Agreements
- Practice placement Audit paper work- NHS Education Scotland

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.

- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors were satisfied that the programme continues to meet the standards of education and training (SETs). However, as the Annual monitoring audit process is retrospective, a submission usually only consists of the required documentation as highlighted above. Information additional to this is only required when the programme has undergone changes which affect how the SETs continue to be met. The visitors would therefore like to suggest that for future audits, the programme team consider only submitting the required documentation, unless there have been any changes to the programme, to ensure that the volume of documentation, and subsequently work, is not unnecessarily onerous for the education provider.

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### Section one: Programme details

<b>Name of education provider</b>	University of Strathclyde
<b>Programme title</b>	MSci Prosthetics and Orthotics
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Physiotherapist
<b>Name and profession of HCPC visitors</b>	Fleur Kitsell (Physiotherapist) Hazel Currie (Prosthetist / orthotist)
<b>HCPC executive</b>	Louise Devlin
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

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- Placement Flowcharts/Timelines
- Practice Placement Agreements
- Practice placement Audit paper work- NHS Education Scotland

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

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The visitors agreed to recommend to the Education and Training Committee that:

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

### **Section five: Visitors' comments**

The visitors were satisfied that the programme continues to meet the standards of education and training (SETs). However, as the Annual monitoring audit process is retrospective, a submission usually only consists of the required documentation as highlighted above. Information additional to this is only required when the programme has undergone changes which affect how the SETs continue to be met. The visitors would therefore like to suggest that for future audits, the programme team consider only submitting the required documentation, unless there have been any changes to the programme, to ensure that the volume of documentation, and subsequently work, is not unnecessarily onerous for the education provider.

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### Section one: Programme details

<b>Name of education provider</b>	University of Ulster
<b>Programme title</b>	BSc (Hons) Biomedical Science with DPP (Pathology)
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Biomedical scientist
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	University of Westminster
<b>Programme title</b>	BSc (Hons) Applied Biomedical Sciences
<b>Mode of delivery</b>	Part time
<b>Relevant part of the HCPC register</b>	Biomedical scientist
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
- Internal quality report for one year ago
- Internal quality report for two years ago
- External examiner's report for one year ago
- External examiner's report for two years ago
- Response to External examiner's report one year ago
- Response to External Examiner's report for two years ago

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

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### Section one: Programme details

<b>Name of education provider</b>	University of Wolverhampton
<b>Programme title</b>	BSc (Hons) Applied Biomedical Science
<b>Mode of delivery</b>	Full time
<b>Relevant part of the HCPC register</b>	Biomedical scientist
<b>Name and profession of HCPC visitors</b>	Pradeep Agrawal (Biomedical scientist) Beverley Ball (Radiographer)
<b>HCPC executive</b>	Abdur Razzaq
<b>Date of assessment day</b>	30 May 2014

### Section two: Submission details

The following documents were provided as part of the audit submission:

- A completed HCPC audit form
  - Internal quality report for one year ago
  - Internal quality report for two years ago
  - External examiner's report for one year ago
  - External examiner's report for two years ago
  - Response to External examiner's report one year ago
  - Response to External Examiner's report for two years ago
- Please note that education provider regulations require external examiners to attend an award board once during their term of office. The external examiner did not attend the award board for 2011 –12, therefore no external examiner's award report has been submitted for 2011 –12.

### **Section three: Additional documentation**

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

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

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

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- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.