

Major change visitors' report

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Section one: Programme details

Name of education provider	Coventry University
Programme title	Foundation Degree Paramedic Science
Mode of delivery	Part Time
Relevant part of the HCPC Register	Paramedic
Date of submission to the HCPC	26 October 2015
Name and role of HCPC visitors	Glyn Harding (Paramedic) Mark Nevins (Paramedic)
HCPC executive	Hollie Latham

Section two: Submission details

Summary of change

SET 2: Programme admissions
SET 3: Programme management and resources
SET 5: Practice placements

The education provider has highlighted a number of changes to the programme, linked to a new partnership agreement with East Midlands Ambulance Service (EMAS) and the introduction of a part time route.

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Programme specification
- Course Handbook
- Coventry University admissions documentation
- EMAS Admissions documentation

- Accreditation of Prior and Experiential Learning (APEL) information
- Programme advertising materials
- EMAS and Coventry University Partnership Agreement
- Service user recruitment and teaching information
- Staff curriculum vitae's
- Education Strategy 2015 – 2021
- Placement approval and monitoring documents
- EMAS placement documentation
- Student consent form for simulation
- Terms of reference strategic placement group
- Terms of reference strategic partnership group
- Teaching observation form
- Weekly absence report template
- EMAS Asset register sample

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.

SET 2 Programme admissions

Reason: The documentation provided by the education provider contained information regarding the admissions procedures for the programme across both EMAS and Coventry University. The documentation highlighted a joint approach to admissions with certain responsibilities belonging to either EMAS or Coventry University. On the basis of the joint approach for the admissions process and the volume of changes in

responsibility, the visitors considered it necessary to speak with all parties involved in delivering the programme to ensure parity in the approach to programme admissions. The visitors have also noted that the education provider is intending to start the programme in early 2016. The visitors therefore considered a visit was required to clearly understand how the admissions process is managed by Coventry University in partnership with EMAS.

SET 3 Programme management and resources

Reason: The documentation provided by the education provider contained information regarding the programme management and resources for this programme across both EMAS and Coventry University. The documentation highlighted a joint approach to a number of areas including learning resources, staff numbers, student support and monitoring mechanisms with certain responsibilities belonging to either EMAS or Coventry University. On the basis of the joint approach for the programme management and resources and the volume of changes in responsibility, the visitors considered it necessary to speak with all parties involved in delivering the programme to ensure parity in the approach to programme management and resources. The visitors therefore considered a visit was required to clearly understand how the programme is managed by Coventry University in partnership with EMAS.

SET 5 Practice placements

Reason: The documentation provided by the education provider contained information regarding practice placements for the programme across both EMAS and Coventry University. The documentation highlighted a joint approach to practice placements with the majority of responsibilities belonging to EMAS and some to Coventry University. On the basis of the joint approach for the admissions process and the volume of changes in responsibility, the visitors considered it necessary to speak with all parties involved in delivering the programme to ensure parity in the approach to practice placements. The visitors therefore considered a visit was required to clearly understand how practice placements managed by Coventry University in partnership with EMAS.