

## Annual monitoring visitors' report

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### Section one: Programme details

Name of education provider	Anglia Ruskin University
Programme title	DipHE Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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
  - Example ODP Course Team Agenda and Minutes
  - Introduction to DipHE Operating Department Practice Timetable
  - Example Practice Educator Forum Minutes and Agenda
  - Link Visit Schedule and Example Link Report
  - ARU ODP Mentorship Update PowerPoint
  - Faculty of Medical Science Service User Strategy
  - Interdisciplinary Learning Conference Flyer
  - Module to course learning outcomes mapping exercise
  - Departmental Annual Monitoring Review 2013/4 and 2014/5 :

- Educational Audit Schedule and Example audit
- Faculty of Medical Science Library Strategy
- Assessment mapping exercise
- Major Change Notification – Change of Course Leader
- Course specification form and module definition forms
- Abbreviated Staff CVs, including a Staffing Allocation Table
- Practice assessment documents for years 1 and 2
- Admissions and Recruitment
- Module Guides for the course

### **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

Name of education provider	Anglia Ruskin University
Programme title	Advanced Non-Medical Prescribing (level 7)
Mode of delivery	Part time
Relevant entitlement	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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
  - Practice document
  - Student charter
  - Senate code of practice on the assessment of students
  - Staff curriculum vitae

### **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 content that the documentation received met the standards, and noted the involvement of the service users and carers in the programme. The visitors would like the programme team to consider how the service users and carers are recruited to the service user group and how they will be utilised in their involvement with the development of the programme in the future.

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### Section one: Programme details

Name of education provider	Anglia Ruskin University
Programme title	Advanced Non-Medical Prescribing (level 7) (SP only)
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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
  - Practice document
  - Student charter
  - Senate code of practice on the assessment of students
  - Staff curriculum vitae

### **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 content that the documentation received met the standards, and noted the involvement of the service users and carers in the programme. The visitors would like the programme team to consider how the service users and carers are recruited to the service user group and how they will be utilised in their involvement with the development of the programme in the future.

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### Section one: Programme details

Name of education provider	Anglia Ruskin University
Programme title	Non-Medical Prescribing (level 6)
Mode of delivery	Part time
Relevant entitlement	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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
  - Practice document
  - Student charter
  - Senate code of practice on the assessment of students
  - Staff curriculum vitae

### **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 content that the documentation received met the standards, and noted the involvement of the service users and carers in the programme. The visitors would like the programme team to consider how the service users and carers are recruited to the service user group and how they will be utilised in their involvement with the development of the programme in the future.

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### Section one: Programme details

Name of education provider	Anglia Ruskin University
Programme title	Non-Medical Prescribing (level 6) (SP only)
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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
  - Practice document
  - Student charter
  - Senate code of practice on the assessment of students
  - Staff curriculum vitae

### **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 content that the documentation received met the standards, and noted the involvement of the service users and carers in the programme. The visitors would like the programme team to consider how the service users and carers are recruited to the service user group and how they will be utilised in their involvement with the development of the programme in the future.

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### Section one: Programme details

Name of education provider	Anglia Ruskin University
Programme title	FDS in Hearing Aid Audiology
Mode of delivery	Distance learning
Relevant part of the HCPC register	Hearing aid dispenser
Name and role of HCPC visitors	Hugh Crawford (Hearing aid dispenser) Liz Ross (Hearing aid dispenser)
HCPC executive	Hollie Latham
Date of postal review	29 January 2016

### 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 guides
  - Staff curriculum vitae

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors were provided with documentation to evidence the involvement of service users and carers for this programme. The visitors were satisfied that the proposed level of involvement was appropriate, however they were unable to identify how service users and carers would be trained to deliver their role. The visitors note that without seeing how service users and carers are prepared for their role in supporting the programme, they cannot be certain that the proposed level of involvement will be appropriately delivered. The visitors also noted that they cannot be sure that service users and carers will be supported by the education provider for their involvement on this programme.

**Suggested Documentation:** Information on the training and support provided for service users and carers.

### 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

Name of education provider	Bangor University
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Shaaron Pratt (Diagnostic radiographer) Joy Rosenberg (Clinical scientist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	17 February 2016

### 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
  - Regulations for Taught Programmes

### **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.

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

**Reason:** From a review of the mapping document, the visitors noted there had been a reduction from 4.8 whole time equivalent (wte) delivering the programme to 3.6 wte. However, no further information about why this was the case or how this impacted on the delivery of the programme was provided. The visitors also did not receive any indication of student numbers during the last two academic years. They therefore require further evidence to demonstrate that there continues to be an adequate number of appropriately qualified and experienced staff in place to deliver this programme.

**Suggested documentation:** Further evidence regarding the staff in place to ensure there is an adequate number of appropriately qualified and experienced staff to deliver an effective programme.

#### **3.17 Service users and carers must be involved in the programme.**

**Reason:** In the mapping document, the visitors were referred to page 20 of the HCPC Annual Monitoring: Additional Information document. They noted the statement from the programme leader and learnt that service users and carers are 'an integral part of our clinical education team and actively contribute to the work of the team'. The visitors were also made aware that in addition to looking at the links between theory and practice, service users and carers also assist in assessment, including acting as a patient and providing feedback to students, and are involved as part of the interview team. However, no further evidence was received to demonstrate the specific role of service users and carers in these three outlined areas. The visitors were therefore unsure of the reasons why these areas had been identified as appropriate areas for service users and carers to be involved for this programme. As such the visitors require further evidence which demonstrates how service users and carers are involved in the programme and the reasoning behind why and how this takes place.

**Suggested documentation:** Information regarding the specific involvement service users and carers have in the programme and further information regarding the reasoning for this involvement.

#### **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**

In the Annual Review of Teaching and Learning 2013 / 14, the visitors learnt that the education provider was implementing the E Learning for Healthcare package developed by the NHS. The visitors subsequently noted in the Annual Review of Teaching and Learning 2014 / 15 that the E Learning project remained a longer term quality enhancement development project. The visitors felt that should this package be implemented, the education provider should consider whether a major change notification form needs to be submitted to the HCPC.

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### Section one: Programme details

Name of education provider	Buckinghamshire New University
Programme title	Dip (HE) Operating Department Practitioner
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	Nick Clark (Operating department practitioner) Sharon Wiener-Ogilvie (Chiropracist / podiatrist)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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
  - Appendix 1 Service User Involvement

### **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

Name of education provider	British Psychological Society
Programme title	Qualification in Educational Psychology (Scotland (Stage 2))
Mode of delivery	Flexible
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Educational psychologist
Name and role of HCPC visitors	Andrew Richards (Educational psychologist) Robert Stratford (Educational psychologist)
HCPC executive	Alex Urquhart
Date of postal review	5 January 2016

### 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
  - Regulations for the Society's Postgraduate Qualifications
  - Qualification Reference Group Terms of Reference

### **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.

#### **3.17 Service users and carers must be involved in the programme.**

**Reason:** The visitors were provided with the Qualifications Reference Group document to evidence the involvement of service users and carers for this programme. From the documentation, the visitors were satisfied that the proposed level of involvement was appropriate, however they were unable to identify how service users and carers would be trained and supported to deliver their role. The visitors note that without seeing how service users and carers are prepared and supported for their role in the programme they cannot be certain that the proposed level of involvement will be appropriately delivered. The visitors also noted that they cannot be sure that service users and carers will be supported by the education provider for their involvement on this programme. Therefore, the visitors will need further evidence how this continues to meet this standard

**Suggested Documentation:** Information on the training and support provided for service users and carers.

### **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

Name of education provider	British Psychological Society
Programme title	Qualification in Occupational Psychology (Stage 2)
Mode of delivery	Flexible
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Occupational psychologist
Name and role of HCPC visitors	George Delafield (Occupational psychologist) Ruth Baker (Clinical psychologist)
HCPC executive	Alex Urquhart
Date of postal review	22 February 2016

### 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
  - Regulations for the Society's Postgraduate Qualifications
  - Qualification Reference Group Terms of Reference

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors were provided with the Qualifications Reference Group document to evidence the involvement of service users and carers for this programme. From the documentation, the visitors were satisfied that the proposed level of involvement was appropriate, however they were unable to identify how service users and carers would be trained and supported to deliver their role. The visitors note that without seeing how service users and carers are prepared and supported for their role in the programme they cannot be certain that the proposed level of involvement will be appropriately delivered. The visitors also noted that they cannot be sure that service users and carers will be supported by the education provider for their involvement on this programme. Therefore, the visitors will need further evidence how this continues to meet this standard

**Suggested Documentation:** Information on the training and support provided for service users and carers.

### 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

Name of education provider	British Psychological Society
Programme title	Qualification in Sport and Exercise Psychology (Stage 2)
Mode of delivery	Flexible
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Sport and exercise psychologist
Name and role of HCPC visitors	Sandra Wolfson (Sport and exercise psychologist) Robert Stratford (Educational psychologist)
HCPC executive	Hollie Latham
Date of postal review	5 January 2016

### 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
  - Revised candidate handbook
  - Supervisor handbook
  - Postgraduate regulations
  - Qualifications Reference Group (QRG) terms of reference

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors were provided with documentation to evidence the involvement of service users and carers for this programme. The visitors were satisfied that the proposed level of involvement was appropriate, however they were unable to identify how service users and carers would be trained to deliver their role. The visitors note that without seeing how service users and carers are prepared for their role in supporting the programme, they cannot be certain that the proposed level of involvement will be appropriately delivered. The visitors also noted that they cannot be sure that service users and carers will be supported by the education provider for their involvement on this programme.

**Suggested Documentation:** Information on the training and support provided for service users and carers.

### 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 education provider has mentioned an increase to student numbers on the programme which they intend to notify the HCPC of through the major change process. Whilst the visitors are satisfied that appropriate mechanisms are in place to support any current increases to student numbers, the education provider should closely monitor the impact this has to the standards and submit a major change notification form when necessary. The visitors also wish to note that the major change process is both prospective and

retrospective, the education provider may wish to consider this when notifying of any planned changes to student numbers.

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### Section one: Programme details

Name of education provider	British Psychological Society
Programme title	Qualification in Forensic Psychology (Stage 2)
Mode of delivery	Flexible
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Forensic psychologist
Name and role of HCPC visitors	George Delafield (Forensic psychologist) Kevin Browne (Forensic psychologist)
HCPC executive	Alex Urquhart
Date of postal review	4 March 2016

### 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
  - Postgraduate Regulations,
  - Candidate Handbook and addendums
  - Qualifications Reference Group (QRG) Terms of Reference

### **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

Name of education provider	Cardiff University
Programme title	Postgraduate Certificate in Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing
Name and role of HCPC visitors	Rosemary Furner (Independent prescriber) Joanna Jackson (Physiotherapist)
HCPC executive	Ben Potter
Date of assessment day	22 April 2016

### 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
- Fitness to practice procedure
- Clarification email regarding criteria for appointing external examiners
- University Quality Team email regarding service user and carer involvement

### **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 for prescribing 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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 submission that the external examiner referenced the nursing and midwifery council (NMC) standards in relation to the programme's structure, academic standards and assessment strategy. While the visitors are aware that this programme is approved by the NMC, and that these standards are nationally recognised, they do not need to be met in order to meet the standards of prescribing for the HCPC. As such, in these evaluations the visitors could not identify how the external examiner was ensuring that the standards were adequate for the allied health professionals who would be undertaking the programme. The visitors would like the programme team to continue to make sure that the monitoring and evaluation processes ensure that the programme continues to be suitable for the whole cohort particularly those allied health professionals who will undertake the programme.

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### Section one: Programme details

Name of education provider	Cardiff University
Programme title	Doctorate in Educational Psychology (DEdPsy)
Mode of delivery	Full time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Educational psychologist
Name and role of HCPC visitors	Robert Stratford (Educational psychologist) Natalie Matchett (Occupational therapist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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
  - Timetables, schedules, checklists and standards handbook
  - Advisory committee agenda and minutes
  - DEdPsy Programme: Involvement of service users and carers document
  - Mini conference documentation, agendas and speaker lists
  - Teaching and learning handbook
  - Training selection process 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.

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### Section one: Programme details

Name of education provider	Cardiff University
Programme title	BSc (Hons) Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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 education provider did not submit the internal quality document for two years ago, external examiners' report and response to external examiners' reports for two years ago because the programme has only been running for one year.

The education provider has not provided the external examiners' report and the responses to the external examiners' report for one year ago because the education provider's policy does not require an external examiners' report for the level four aspect of the programme.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors noted in the SETs mapping document that the education provider stated that service users and carers were involved in the development and management of the programme, however the visitors could not find the evidence to support this involvement. The visitors noted the email from the quality team that stated that the school has additionally involved service users in its Education committee and that a review of the involvement is planned. From the evidence provided the visitors could not determine how service users were initially involved in the programme, including information about how service users and carers are recruited, trained and supported. As such they require additional evidence to demonstrate the initial involvement of service users and carers in the programme.

**Suggested documentation:** Evidence to demonstrate how service users and carers are involved in the programme, including information about how service users and carers are recruited, trained and supported.

### 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

Name of education provider	Cardiff University
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Natalie Matchett (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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 student complaint procedure
  - Visiting lecturer projection for 2014-15

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved in a number of elements of the programme across a number of modules. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

### 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

Name of education provider	Cardiff University
Programme title	PG Dip Occupational Therapy
Mode of delivery	Full time accelerated
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Natalie Matchett (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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 student complaint procedure
- HCPC email chain regarding change of start dates
- Information regarding the school wide service user and carer involvement activities
- Confirmation of the attempts to repeat placements changes
- Interprofessional workshop information
- School assessment and feedback strategy
- List of updates to the 2015-16 assessment and feedback strategy

### 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.

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

**Reason:** From their review of the documentation provided, the visitors noted that the start date had changed from a January to September which has also altered the timetable for the delivery of this programme. However, from the evidence provided the visitors were not clear how the change in the start date of the programme, and subsequent change in the schedule of delivery, is communicated to prospective applicants. As these changes have impacted on when the programme will start and when students will be expected to be on placement, away from the education provider, this could influence an applicant's decision to take up a place on the programme. Therefore the visitors require further evidence as to how the programme team ensure that the applicants are provided with the information they require to make an informed decision about taking up a place on the programme, particularly information about the new start date and revised timetable of the programme.

**Suggested documentation:** Evidence of the information provided to applicants which details the start date and the structure of the programme.

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

**Reason:** From their review of the documentation provided, the visitors noted that the start date had changed from a January to September which has also altered the timetable for the delivery of this programme. In the evidence provided the visitors have noted this change has required staff from the BSc (Hons) Occupational Therapy programme at the education provider to be brought in to deliver elements of this programme on an ad hoc basis. They also noted that while the education provider considers this to be a suitable solution to this issue currently there may be increasing pressure on the staff responsible for delivering this programme when the cohorts increase from two to three a year. However, in the evidence provided the visitors could not see what plans are in place to ensure that there is sufficient staffing to effectively deliver this programme, and not impact the delivery of other programmes at the education provider. Therefore the visitors require further evidence as to how the education provider is ensuring that there is currently an adequate number of staff in place to deliver this programme effectively and how the staffing resource will change in the future to cope with the forecast increase in workload.

**Suggested documentation:** Evidence of the how the education provider is ensuring that there is sufficient staff in place to deliver this programme effectively and also what plans are in place to manage the number of staff when the forecast increase in workload occurs.

### **3.17 Service users and carers must be involved in the programme.**

**Reason:** From a review of the evidence provided the visitors are clear that the programme team are considering how best to involve service users and carers in the programme. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is currently and what it will be in the future. Because of this the visitors could not identify how the programme team will determine which service users and carers will be appropriate to be involved in this programme. It is also the case that the visitors could not see how any involvement that service users and carers have would be appropriate to this programme and how the programme team would ensure that the involvement would be appropriate for the service users and carers chosen. As such the visitors require further evidence of the process the programme team will use to determine which service users and carers should be involved in the programme and why the involvement will be appropriate. The visitors also require further evidence as to when the programme will involve service users and carers in the programme to determine if this standard can be met.

**Suggested documentation:** Further evidence as to how service users and carers will be chosen to be part of the programme, how their involvement will be determined to be appropriate and when the team will commence involving them in the programme.

### **5.1 Practice placements must be integral to the programme.**

**Reason:** From their review of the documentation provided, the visitors noted that the start date had changed from January to September which has also altered the timetable for the delivery of this programme. In the evidence provided the visitors have noted this change has meant that placement provision has proved problematic due to timetabling clashes with the BSc (Hons) Occupational Therapy programme at the education provider. However, the visitors were not provided with any additional evidence as to how the education provider had managed these clashes and what impact this has had on the integration of placements within this programme. Therefore the visitors require further information as to how the education provider and programme team have managed the timetabling clashes between the occupational therapy programmes to ensure that practice placements remain integral to this programme.

**Suggested documentation:** Evidence of the how the education provider and programme team are managing the timetabling clashes between the occupational therapy programmes to ensure that placements remain integral to this this programme.

### **5.2 The number, duration and range of practice placements must be appropriate to support the delivery of the programme and the achievement of the learning outcomes.**

**Reason:** From their review of the documentation provided, the visitors noted that the start date had changed from January to September which has also altered the timetable for the delivery of this programme. In the evidence provided the visitors have noted this change has meant that placement provision has proved problematic due to timetabling clashes with the BSc (Hons) Occupational Therapy programme at the education provider. However, the visitors were not provided with any additional evidence as to how the education provider had managed these clashes and what impact this has had on the provision of an appropriate number, duration and range of placements within this programme. Therefore the visitors require further information as to how the education provider and programme team have managed the timetabling clashes between the

occupational therapy programmes to ensure that the number, duration and range of practice placements remain appropriate for students to achieve the required learning outcomes.

**Suggested documentation:** Evidence of the how the education provider and programme team are managing the timetabling clashes between the occupational therapy programmes to ensure that the number, duration and range of placements are appropriate for this programme.

#### **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 have noted in the evidence provided that there has been an impact on the programme in several ways, most notably in the areas of staffing and placement provision. These areas have been noted through the internal quality monitoring reports for the programme however, the visitors were unclear what impact these changes had had on the students' experience of the programme. Therefore the visitors recommend that the programme team and the education provider continue to monitor how these changes have affected the programme and how students may have been impacted. In this way the education provider may be in a position to identify which areas are affecting students most acutely and prioritise these issues as appropriate.

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### Section one: Programme details

Name of education provider	Cardiff University
Programme title	BSc (Hons) Radiotherapy and Oncology
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Therapeutic radiographer
Name and role of HCPC visitors	Beverley Ball (Therapeutic radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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

There are no responses to external examiner reports as there are no issues to respond to.

- Fitness to Practice procedure
- Module description - 6.2 Integrated Radiotherapy Theory & Practice Level 6 FINAL (HC3109)
- Equality and diversity 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**

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

Name of education provider	Cardiff University
Programme title	BSc (Hons) Diagnostic Radiography and Imaging
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Beverley Ball (Radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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
- Equality and Diversity 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are unclear that service users and carers are involved, in the programme. In the mapping document the visitors were informed that service users and carers are involved in the programme but the education provider is unable to provide any evidence. The visitors are therefore unable to determine that the standard is met. The visitors are also unclear as no evidence was provided, as to how the programme team had determined the nature of involvement of the service users and carers. Also the visitors could not see that appropriate training had been offered to ensure the service users and carers could be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine how service users and carers are involved in the programme. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake where applicable.

### 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

Name of education provider	Cardiff University
Programme title	Post Graduate Certificate in Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Rosemary Furner (Independent prescriber) Joanna Jackson (Physiotherapist)
HCPC executive	Ben Potter
Date of assessment day	22 April 2016

### 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
  - Fitness to practice procedure
  - Clarification email regarding criteria for appointing external examiners
  - University Quality Team email regarding service user and carer involvement

### **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 for prescribing 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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 submission that the external examiner referenced the nursing and midwifery council (NMC) standards in relation to the programme's structure, academic standards and assessment strategy. While the visitors are aware that this programme is approved by the NMC, and that these standards are nationally recognised, they do not need to be met in order to meet the standards of prescribing for the HCPC. As such, in these evaluations the visitors could not identify how the external examiner was ensuring that the standards were adequate for the allied health professionals who would be undertaking the programme. The visitors would like the programme team to continue to make sure that the monitoring and evaluation processes ensure that the programme continues to be suitable for the whole cohort particularly those allied health professionals who will undertake the programme.

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### Section one: Programme details

Name of education provider	University of Chichester
Programme title	BA Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Michael Branicki (Social worker in England) Lorna Povey (Speech and language therapist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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 curriculum vitae
  - Curriculum vitae for new members of staff
  - Statement demonstrating service user and carer involvement

### **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

Name of education provider	University of Chichester
Programme title	MA Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Michael Branicki (Social worker in England) Lorna Povey (Speech and language therapist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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 curriculum vitae
  - Curriculum vitae for new members of staff
  - Statement to demonstrate to service user and carer involvement
  - The programme has only been running for one year so was only able to produce documentation for one year.

### **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

Name of education provider	City University
Programme title	Professional Doctorate in Counselling Psychology
Mode of delivery	Full time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Counselling psychologist
Name and role of HCPC visitors	Tony Parnell (Counselling psychologist) Alison Nicholls (Dietitian)
HCPC executive	Hollie Latham
Date of assessment day	13 April 2016

### 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
- Appendix 1 - Programme management & resources (3.15)
- Appendix 2 - Programme management & resources (3.17)
- Appendix 3 - Practice Placements (5.8)

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From the documentation provided the visitors noted that the education provider considers their service users and carers to be those who students engage with whilst on placement. The visitors are satisfied that the individuals that students meet on placement could be appropriate service users and carers for this programme, however, were not provided with any evidence to demonstrate how the education provider manages and monitors their involvement. Specifically the visitors were unable to see how the education providers ensures that the service users and carers that students meet on placement are appropriate to this programme and the professions. The mapping document provided states that “We have ensured that our placement providers seek feedback from service users so that we are able to monitor the efficacy of our trainees” however the visitors were not provided with any evidence to support this. In addition to this the visitors were unable to see how the currently stated involvement ensures that service users and carers are able to contribute to the programme. The visitors also note that the education provider states that they have “invited our placement providers to identify service users who would have an interest and willingness to contribute to our programme more directly.” However there was no evidence to demonstrate that direct involvement was currently in place. The visitors therefore require further documentation which clearly outlines how service users and carers are able to contribute to the programme and how the education provider manages and monitors this involvement.

**Suggested documentation:** Evidence to demonstrate how service users and carers are able to contribute to the programme and how the education providers manages and monitors this. For example, monitoring and feedback mechanisms that are in place and how these are used to feed into the programme.

#### **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

Name of education provider	Cardiff Metropolitan University
Programme title	BSc (Hons) Healthcare Science (Blood Sciences)
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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 descriptor for Contemporary Collaborative Practice
  - Patient and carer involvement plans and activities
  - Staff curriculum vitae

The education provider provided external examiner reports from another programme because the programme has not needed an external examiner until academic year 2015-16 academic year as the programme is new.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that the experiences of those affected by the services provided are represented in the programme in patient case studies. However, from the evidence provided the visitors were unclear as to how the programme team had considered distinction between those affected by as opposed to those who use the services of a biomedical scientist before determining which service users and carers should be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme and how their involvement is determined.

### 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**

In reviewing the documentation the visitors noted that patients, carers, medical charities and patient advocacy groups were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	Doctorate in Forensic Psychology
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Forensic psychologist
Name and role of HCPC visitors	George Delafield (Forensic psychologist) James McManus (Clinical psychologist)
HCPC executive	Amal Hussein
Date of postal review	16 March 2016

### 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
  - Update to External Examiner's report detailing action point outcomes identified.

### **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

Name of education provider	Cardiff Metropolitan University
Programme title	BSc (Hons) Healthcare Science (Cellular Sciences)
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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 descriptor for Contemporary Collaborative Practice
  - Patient and carer involvement plans and activities
  - Staff curriculum vitae

The education provider provided external examiner reports from another programme because the programme has not needed an external examiner until academic year 2015-16 academic year as the programme is new.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that the experiences of those affected by the services provided are represented in the programme in patient case studies. However, from the evidence provided the visitors were unclear as to how the programme team had considered distinction between those affected by as opposed to those who use the services of a biomedical scientist before determining which service users and carers should be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme and how their involvement is determined.

### 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**

In reviewing the documentation the visitors noted that patients, carers, medical charities and patient advocacy groups were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	BSc (Hons) Healthcare Science (Genetic Sciences)
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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 descriptor for Contemporary Collaborative Practice
  - Patient and carer involvement plans and activities
  - Staff curriculum vitae

The education provider provided external examiner reports from another programme because the programme has not needed an external examiner until academic year 2015-16 academic year as the programme is new.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that the experiences of those affected by the services provided are represented in the programme in patient case studies. However, from the evidence provided the visitors were unclear as to how the programme team had considered distinction between those affected by as opposed to those who use the services of a biomedical scientist before determining which service users and carers should be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme and how their involvement is determined.

### 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**

In reviewing the documentation the visitors noted that patients, carers, medical charities and patient advocacy groups were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	BSc (Hons) Healthcare Science (Infection Sciences)
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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 descriptor for Contemporary Collaborative Practice
  - Patient and carer involvement plans and activities
  - Staff curriculum vitae

The education provider provided external examiner reports from another programme because the programme has not needed an external examiner until academic year 2015-16 academic year as the programme is new.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that the experiences of those affected by the services provided are represented in the programme in patient case studies. However, from the evidence provided the visitors were unclear as to how the programme team had considered distinction between those affected by as opposed to those who use the services of a biomedical scientist before determining which service users and carers should be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme and how their involvement is determined.

### 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**

In reviewing the documentation the visitors noted that patients, carers, medical charities and patient advocacy groups were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	Post Graduate Diploma in Practitioner Forensic Psychology
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Forensic psychologist
Name and role of HCPC visitors	George Delafield (Forensic psychologist) James McManus (Clinical psychologist)
HCPC executive	Amal Hussein
Date of postal review	16 March 2016

### 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
  - Update to External Examiner's report detailing action point outcomes identified.

### **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

Name of education provider	Cardiff Metropolitan University
Programme title	BSc (Hons) Human Nutrition and Dietetics
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Tracy Clephan (Dietitian) Jennifer Caldwell (Occupational therapist)
HCPC executive	Mandy Hargood
Date of postal review	28 March 2016

### 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
  - Curriculum vitae for Victoria Gould
  - List of service user involvement.

### **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 revised programme was approved under major change in November 2013 and the first intake of students onto the revised programme was September 2014. It is also noted that assessment tools were to be developed late in 2014 to assist practice placement providers in their assessment of students meeting the identified learning outcomes. It is likely that the revised assessment tool would be used during the current academic session. The visitors noted that with this change to the programme placement management the programme team will closely monitor the rollout to ensure the students are achieving all the learning outcomes in the required timeframe. The visitors advise the education provider to engage actively with the HCPC's monitoring processes with any changes noted from the use of the revised assessment tool that could impact on the standards of education and training.

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### Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	MSc Dietetics
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Gordon Burrow (Chiropodist / podiatrist) Pauline Douglas (Dietitian)
HCPC executive	Alex Urquhart
Date of postal review	3 March 2016

### 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
  - Curriculum vitae Victoria Gould
  - List of service user involvement
  - Dietetics PMC Minutes
  - Course committee minutes
  - Feedback from former students

### **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

Name of education provider	Cardiff Metropolitan University
Programme title	Pg Dip Dietetics
Mode of delivery	Full time
Relevant part of the HCPC register	Dietitian
Name and role of HCPC visitors	Gordon Burrow (Chiropodist / podiatrist) Pauline Douglas (Dietitian)
HCPC executive	Alex Urquhart
Date of postal review	3 March 2016

### 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
  - Curriculum vitae Victoria Gould
  - List of service user involvement
  - Dietetics PMC Minutes
  - Course committee minutes
  - Feedback from former students

### **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

Name of education provider	Edge Hill University
Programme title	BSc (Hons) Operating department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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
  - Service user and carer involvement document

### **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

Name of education provider	Edge Hill University
Programme title	Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiroprapist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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

Name of education provider	Edge Hill University
Programme title	Non-Medical Prescribing (Level 6)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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

Name of education provider	Edge Hill University
Programme title	Non-Medical Prescribing (Level 7)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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

Name of education provider	University of Essex
Programme title	MSc Speech and Language Therapy (pre registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Aileen Patterson (Speech and language therapist) Elspeth McCarthney (Speech and language therapist)
HCPC executive	Amal Hussein
Date of postal review	8 March 2016

### 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
  - Placement handbook
  - Overall RAG rating from Health Education East of England QIPF report
  - Scanned pages
  - Notes of first meeting Dysphagia initiative
  - Remit of Speech language therapy programme committee

### **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

Name of education provider	University of Essex
Programme title	Post Graduate Diploma in Speech and Language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Aileen Patterson (Speech and language therapist) Elspeth McCarthney (Speech and language therapist)
HCPC executive	Amal Hussein
Date of postal review	8 March 2016

### 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
  - Placement handbook
  - Overall RAG rating from Health Education East of England QIPF report
  - Scanned pages
  - Notes of first meeting Dysphagia initiative
  - Remit of Speech language therapy programme committee

### **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

Name of education provider	Glasgow Caledonian University
Programme title	BSc (Hons) Diagnostic Imaging
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Beverley Ball (Radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are unclear that service users and carers are involved in the programme. In the mapping document the visitors were referred to the reapproval document, however this document was not provided as part of this submission. The visitors were able to review this document from documentation previously submitted to the HCPC, but the visitors were still unclear about the roles of service users and carers on the programme. The visitors were also unclear as to how the programme team had determined the nature of involvement of the service users and carers, and that appropriate training had been offered to ensure the service users and carers could be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine how service users and carers are involved in the programme. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake where applicable.

### 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

Name of education provider	Glasgow Caledonian University
Programme title	MSc Physiotherapy (pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Pamela Bagley (Physiotherapist) Elaine McCurrach (Prosthetist / orthotist)
HCPC executive	Amal Hussein
Date of assessment day	22 April 2016

### 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
  - Document 1: Changes to Practice Education
  - Document 2: Service User and Carer involvement
  - Document 3: New Staff CV's
  - Document 4: Remapping of SOP's

### **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

Name of education provider	Glasgow Caledonian University
Programme title	BSc (Hons) Orthoptics
Mode of delivery	Full time
Relevant part of the HCPC register	Orthoptist
Name and role of HCPC visitors	Alison Bruce (Orthoptist) Helen Griffiths (Orthoptist)
HCPC executive	Mandy Hargood
Date of postal review	16 March 2016

### 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
  - Curriculum vitae for member of staff
  - Module descriptor for practice education 3 and 4 ,
  - Personal, professional, academically informed, consolidated, transitional (PPACT) agreement

### **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

Name of education provider	Glasgow Caledonian University
Programme title	BSc in Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	Nick Clark (Operating department practitioner) Sharon Wiener-Ogilvie (Chiropracist / podiatrist)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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 specification document
  - Supplementary evidence document

### **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

Name of education provider	Glasgow Caledonian University
Programme title	D.Psych in Counselling Psychology
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Counselling psychologist
Name and role of HCPC visitors	Jai Shree Adhyaru (Counselling psychologist) David Packwood (Counselling psychologist)
HCPC executive	Mandy Hargood
Date of postal review	5 April 2016

### 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
  - 2015-16 Programme Management Plan
  - Policy on Service User & Carer involvement
  - Stage Two Module Assessment Timing Amendments

### **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

Name of education provider	Glasgow Caledonian University
Programme title	Non-Medical Prescribing SCQF 10
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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 were content that the documentation received met the standards. The visitors noted the involvement of the service users and carers in the programme. However the visitors would like the programme team to consider how the service users and carers will be used in the future development of the programme.

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### Section one: Programme details

Name of education provider	Glasgow Caledonian University
Programme title	Non-Medical Prescribing SCQF 11
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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

Name of education provider	Glasgow Caledonian University
Programme title	Non-Medical Prescribing SCQF 9
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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 were content that the documentation received met the standards. The visitors noted the involvement of the service users and carers in the programme. However the visitors would like the programme team to consider how the service users and carers will be used in the future development of the programme.

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### Section one: Programme details

Name of education provider	Glasgow Caledonian University
Programme title	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of the HCPC register	Chiropodist / podiatrist
Name and role of HCPC visitors	Gemma Quinn (Independent prescriber) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Mandy Hargood
Date of assessment day	13 April 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are unclear that service users and carers are involved, in the programme. In the mapping document the visitors were referred to the reapproval document, however this document was not provided as part of this submission. The visitors were able to review this document from documentation previously submitted to the HCP, but the visitors were still unclear about the roles of service users and carers on the programme. The visitors were also unclear as to how the programme team had determined the nature of involvement of the service users and carers, and that appropriate training had been offered to ensure the service users and carers could be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine how service users and carers are involved in the programme. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake where applicable.

### 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 that a patient's name and date of birth were visible. The visitors wish to remind the education provider that all documentation in the public domain should be anonymised.

## Annual monitoring visitors' report

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### Section one: Programme details

Name of education provider	Glasgow Caledonian University
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Pamela Bagley (Physiotherapist) Elaine McCurrach (Prosthetist / orthotist)
HCPC executive	Amal Hussein
Date of assessment day	22 April 2016

### 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
- Document 1: Changes to Practice Education
  - Document 2: New External Examiner
  - Document 3: Service User and Carer involvement
  - Document 4: Changes to Module Enhancing Physiotherapy Practice
  - Document 5: New Staff CV's

### **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**

From a review of the documentation, the visitors were satisfied that the proposed level of involvement from service users and carers evidenced in the documentation was appropriate. However, the visitors recognise that involvement is still at early stages and as such recommend that the education provider continue to review how they involve service users and carers and the appropriate training offered to deliver their role.

## Annual monitoring visitors' report

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### Section one: Programme details

Name of education provider	Goldsmiths, University of London
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social Worker in England
Name and role of HCPC visitors	Michael Branicki (Social worker in England) Sharon Wiener-Ogilvie (Chiropodist / podiatrist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - Service user and carer involvement in social work education report

### **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

Name of education provider	Goldsmiths, University of London
Programme title	MA in Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social Worker in England
Name and role of HCPC visitors	Michael Branicki (Social worker in England) Sharon Wiener-Ogilvie (Chiroprapist / podiatrist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - Service user and carer involvement in social work education report

### **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

Name of education provider	Heart of Worcestershire College
Name of validating body	University of Worcester
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Michael Branicki (Social worker in England) Sharon Wiener-Ogilvie (Chiropodist / podiatrist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - Curriculum vitae of new staff members

### 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.

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

**Reason:** From a review of the Course Annual Evaluation Report and Enhancement Plan 2014/15, the visitors noted an action to 'Continue to monitor the PEPs standards are in place'. They also noted that in July 2015 this was an ongoing action as they did not have a practice learning co-ordinator in place making it difficult to engage with the local authority. The visitors were not presented with any further information about how the programme team ensured the practice placement standards continued to be met. They therefore require further information about how practice placements continue to be managed.

**Suggested documentation:** Information regarding the management of practice placements.

### 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

Name of education provider	Keele University
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Joanna Jackson (Physiotherapist) Rosemary Furner (Independent Prescriber)
HCPC executive	Rebecca Stent
Date of assessment day	22 April 2016

### 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
  - Interview schedules
  - School Learning and Teaching Committee minutes
  - Staff Student Liaison Committee minutes
  - Annual Programme Review board minutes

### **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

Name of education provider	Leeds Beckett University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
  - Course Approval Template (CAT) / Programme specification for BAH Social Work
  - Admissions Tutor email example
  - Inter-Professional Learning day programme and Student Workbook 2015–16
  - Service Users and Carers guidance for the Inter-professional Learning Programme (IPL)
  - Module Handbook and evaluation for Social Work with Children and Young People 2015–16
  - Placement Handbooks 1 and 2 2015–16
  - Service users and carers group Annual Report

- Major Change HCPC Letter and Email February 2015

### **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

Name of education provider	Leeds Beckett University
Programme title	MA Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
  - Course Approval Template (CAT) / Programme specification for BAH Social Work
  - Admissions Tutor email example
  - Inter-Professional Learning day programme and Student Workbook 2015–16
  - Service Users and Carers guidance for the Inter-professional Learning Programme (IPL)
  - Preparation for Practice Module Handbook 2015-16
  - Module Handbook and evaluation for Social Work with Children and Young People 2015–16
  - Placement Handbooks 1 2015–16

- Service users and carers group Annual Report

### **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

Name of education provider	Leeds Beckett University
Programme title	PG Diploma in Social Work (Masters Exit Route Only)
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
- Course Approval Template (CAT) / Programme specification for BAH Social Work
- Admissions Tutor email example
- Inter-Professional Learning day programme and Student Workbook 2015–16
- Service Users and Carers guidance for the Inter-professional Learning Programme (IPL)
- Preparation for Practice Module Handbook 2015-16
- Module Handbook and evaluation for Social Work with Children and Young People 2015–16

- Placement Handbooks 1 2015–16
- Service users and carers group Annual Report

### **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

Name of education provider	Leeds Beckett University
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
- Annual contract review meeting NHS Yorkshire
  - Service users in the classroom
  - Service user and carers faculty strategy group annual report
  - Service user and carers workshop involvement in interprofessional learning (IPL) sessions agenda
  - Curriculum vitae for the external examiner

### **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

Name of education provider	Leeds Beckett University
Programme title	MA Arts Psychotherapy Practice
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Art therapist
Name and role of HCPC visitors	Janek Dubowski (Arts therapist) Joanna Goodwin (Occupational therapist)
HCPC executive	Amal Hussein
Date of assessment day	10 March 2016

### 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
  - Curriculum vitae for external examiner
  - Reading list
  - Course handbook
  - Student consent form
  - Module approval template

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** As part of the evidence provided the visitors reviewed the statement in the mapping document which articulated that service users and carers are involved in three modules. However, in reviewing the modules the visitors were unable to locate any information which indicated service user and carer involvement. In addition, the statement in the mapping document was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### 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**

From a review of the additional evidence provided around the involvement of service users and carers, the visitors are satisfied that this standard is now met. However, the visitors noted that the involvement of service users and carers is still at the early stages and would like to encourage the education provider to monitor this process to ensure that this standard continues to meet.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	MSc Occupational Therapy (Pre-registration)
(Pre-registration)Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
  - Occupation and health module timetable
  - Occupational therapy toolbox
  - Notes of occupational therapy staff meeting
  - Faculty of Health and Social Sciences inter-professional learning update and review of the faculty provision
  - Faculty service users and carers group annual report
  - Service users and carers guidance for the inter-professional learning programme.
  - Inter-professional learning Part 3 programme and stone family information

- External examiner curriculum vitae
- NHS annual contract reviews

### **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 documentation provided for the change of programme lead. As this documentation is being reviewed through the major change process, the visitors did not consider this evidence in this annual monitoring audit.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	MSc Physiotherapy (Pre-registration)
(Pre-registration)Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
- Annual contract review meeting NHS Yorkshire
- Service users in the classroom
- Service user and carers faculty strategy group annual report
- Inter professional learning workshop agenda
- Curriculum vitae for the external examiner

### **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 documentation provided for the change of programme lead. As this documentation is being reviewed through the major change process, the visitors did not consider this evidence in this annual monitoring audit.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	Postgraduate Certificate Mental Health Practice
Mode of delivery	Part time
Programme type	Approved mental health professional
Name and role of HCPC visitors	Steve Benson (Approved mental health professional) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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 approval criteria for approved mental health professional (AMHP) programmes 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 approval criteria for approved mental health professional programmes and that those who complete the programme have demonstrated an ability to meet our criteria for approved mental health professionals.

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

- There is sufficient evidence to show the programme continues to meet the approval criteria for approved mental health professional programmes and that those who complete the programme will continue to demonstrate an ability to meet the criteria for approved mental health professionals.
- There is insufficient evidence to determine if or how the programme continues to meet the approval criteria for approved mental health professional programmes 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 documentation provided relates to a suite of continuing professional development (CPD) programmes for social workers run by the education provider. Although the visitors were able to navigate this information to find the information relating to AMHP training, they noted that it would be useful for the education provider to separate out information specific to AMHP training in future annual monitoring audit submissions, for example, AMHP specific external examiners' reports.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	Pg Dip Occupational Therapy
(Pre-registration)Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
  - Occupation and health module timetable
  - Occupational therapy toolbox
  - Notes of occupational therapy staff meeting
  - Faculty of Health and Social Sciences inter-professional learning (IPL) update and review of the faculty provision
  - Faculty service users and carers group annual report
  - Service users and carers guidance for the inter-professional learning programme
  - Inter-professional learning Part 3 programme and stone family information

- External examiner curriculum vitae
- NHS annual contract reviews

### **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 documentation provided for the change of programme lead. As this documentation is being reviewed through the major change process, the visitors did not consider this evidence in this annual monitoring audit.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	Pg Dip Physiotherapy
(Pre-registration)Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
- Annual contract review meeting NHS Yorkshire
  - Service users in the classroom
  - Service user and carers faculty strategy group annual report
  - Inter professional learning workshop agenda
  - Curriculum vitae for the external examiner

### **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 documentation provided for the change of programme lead. As this documentation is being reviewed through the major change process, the visitors did not consider this evidence in this annual monitoring audit.

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### Section one: Programme details

Name of education provider	Leeds Beckett University
Programme title	BSc (Hons) Speech and Language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Lorna Povey (Speech and language therapist) Michael Branicki (Social worker in England)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - Evidence to demonstrate service user and carer involvement in the programme at a strategic and operational level
  - External examiner curriculum vitae

### **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

Name of education provider	London South Bank University
Programme title	Postgraduate Certificate in Non-medical Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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
- While the external examiners report for one year ago, and the responses, were not included a mid-year review by a newly appointed external examiner was provided.

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.15 Service users and carers must be involved in the programme.**

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### **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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	London South Bank University
Programme title	Conversion to Independent Prescribing for Physiotherapists and Podiatrist Supplementary Prescribers
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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
- While the external examiners report for one year ago, and the responses, were not included a mid-year review by a newly appointed external examiner was provided.

### 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.15 Service users and carers must be involved in the programme.**

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	London South Bank University
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Shaaron Pratt (Diagnostic radiographer) Joy Rosenberg (Clinical scientist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	17 February 2016

### 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
  - Fitness to practise procedure
  - Link to information about People's Academy

### **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.

#### **3.17 Service users and carers must be involved in the programme.**

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

#### **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

Name of education provider	London South Bank University
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time Part time Work based learning
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Alison Nicholls (Dietitian) Bernadette Waters (Occupational therapist)
HCPC executive	Alex Urquhart
Date of assessment day	17 February 2016

### 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
  - Student fitness to practice procedure
  - Statement about Peoples' Academy

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### 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

Name of education provider	London South Bank University
Programme title	Postgraduate Certificate in Non-medical Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiroprapist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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
  - While the external examiners report for one year ago, and the responses, were not included a mid-year review by a newly appointed external examiner was provided.

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.15 Service users and carers must be involved in the programme.**

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### **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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	London South Bank University
Programme title	Pg Dip Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Bernadette Waters (Occupational therapist) Alison Nicholls (Dietitian)
HCPC executive	Alex Urquhart
Date of assessment day	17 February 2016

### 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
  - Student fitness to practice procedure
  - Statement about Peoples Academy

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** As part of the evidence provided the visitors reviewed the statement which articulated that the education provider had implemented a new service user and carer group called the People's Academy. However, the statement was not specific about how the programme team have determined which service users have been chosen as the most appropriate people to be involved with this programme. The visitors were also unclear as to how the team had determined what involvement service users and carers have in this programme and what preparation the team had planned or undertaken to ensure the success of this involvement. Therefore the visitors did not have the evidence they require to be sure that this standard has been met by the programme.

**Suggested documentation:** Further evidence of the process the programme team followed to determine which service users are most appropriate to be involved in the programme and how they have determined the appropriateness of the involvement.

### 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

Name of education provider	Northumbria University at Newcastle
Programme title	BSc (Hons) Applied Biomedical Science (Sandwich)
Mode of delivery	Full time
Relevant part of the HCPC register	Biomedical scientist
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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
- Information about the carers and service users working group

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved through the carers and service users working group, representing the views of those affected by the service provided by a Biomedical scientist. However, the visitors could not determine how these service users were determined by the programme team to be the most appropriate service users to be involved. They were also unclear as to how the programme team had determined that the involvement highlighted was appropriate for these service users and carers and that appropriate training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

### 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**

In reviewing the documentation the visitors noted that the medical professionals who represent patients and carers were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	Northumbria University at Newcastle
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors were informed via the mapping document that the education provider has various methods for the involvement of service user and carers within the programme. However the visitors could not see where the service users and carers were involved. The education provider said the service users and carers were used in the value based recruitment of students, but no evidence was provided to support this. The education provider listed a number of other documents to evidence service user and carer involvement, however this documentation was not provided. Therefore the visitors could not determine if the education provider meets this standard.

**Suggested Documentation:** Evidence that clearly sets out how the education provider involves service user and carers within the programme such as how service users and carers are identified, recruited, trained and involved. Evidence could include minutes of meetings, and the admissions tutor's annual report and stake holder event information.

### 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 would like to inform that education provider that the documentation received for this annual monitoring audit was not conducive to reviewing the documentation against the programme. For example, there were module descriptors included for another

programme. The visitors also found several copies of the same external examiner report and they found it difficult to find the annual monitoring reports.

## Annual monitoring visitors' report

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### Section one: Programme details

Name of education provider	Northumbria University at Newcastle
Programme title	Diploma of Higher Education Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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
  - Information on service user and carer involvement
  - Admissions process for healthcare professionals

### **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

Name of education provider	Northumbria University at Newcastle
Programme title	MSc Occupational Therapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors were informed via the mapping document that the education provider has various methods for the involvement of service user and carers within the programme. However the visitors could not see where the service users and carers were involved. The education provider said the service users and carers were used in the value based recruitment of students, but no evidence was provided to support this. The education provider listed a number of other documents to evidence service user and carer involvement, however this documentation was not provided. Therefore the visitors could not determine if the education provider meets this standard.

**Suggested Documentation:** Evidence that clearly sets out how the education provider involves service user and carers within the programme such as how service users and carers are identified, recruited, trained and involved. Evidence could include minutes of meetings, and the admissions tutor's annual report and stake holder event information.

### 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 would like to inform that education provider that the documentation received for this annual monitoring audit was not conducive to reviewing the documentation against the programme. For example, there were module descriptors included for another

programme. The visitors also found several copies of the same external examiner report and they found it difficult to find the annual monitoring reports.

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### Section one: Programme details

Name of education provider	Northumbria University at Newcastle
Programme title	BSc (Hons) Applied Biomedical Science
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Biomedical scientist
Name and role of HCPC visitors	Finoa McCullough (Dietitian) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of assessment day	10 March 2016

### 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
- Information about the carers and service users working group

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved through the carers and service users working group, representing the views of those affected by the service provided by a Biomedical scientist. However, the visitors could not determine how these service users were determined by the programme team to be the most appropriate service users to be involved. They were also unclear as to how the programme team had determined that the involvement highlighted was appropriate for these service users and carers and that appropriate training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

### 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**

In reviewing the documentation the visitors noted that the medical professionals who represent patients and carers were determined as the service users and carers for the programme. From the evidence provided the visitors were satisfied that the standard had been met, however the visitors recommend that the education provider consider involving clinicians as service users in the programme. In addition the visitors recommend that education provider keep under review how they determine and involve service users and carers in the programme.

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### Section one: Programme details

Name of education provider	The University of Northampton
Programme title	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of the HCPC register	Chiropodist / podiatrist
Relevant entitlements	Local anaesthetic Prescription only medicine
Name and role of HCPC visitors	Sharon Wiener-Ogilvie (Chiropodist / podiatrist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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
  - Response to SET 3.17
  - Podiatry Service User & Carer Audit 2015

### **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

Name of education provider	University of Plymouth
Programme title	MSc Occupational Therapy (Pre-registration)
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Jennifer Caldwell (Occupational therapist) Jane Grant (Occupational therapist)
HCPC executive	Mandy Hargood
Date of postal review	6 April 2016

### 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 programme ran for the first time in September 2014, and have therefore has only completed one full academic year and only documents relating to last year are available.

- Weblink to applicant day information
- Values based recruitment case study
- Programme Handbook 2015/16
- New Staff Curriculum vitae
- Practice placement handbook

- Service user meeting minutes
- Service user engagement list

### **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

Name of education provider	University of Plymouth
Programme title	Post Graduate Diploma Occupational Therapy (Pre-registration)
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Jennifer Caldwell (Occupational therapist) Jane Grant (Occupational therapist)
HCPC executive	Mandy Hargood
Date of postal review	6 April 2016

### 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 programme ran for the first time in September 2014, and have therefore has only completed one full academic year and only documents relating to last year are available.

- Weblink to applicant day information
- Values based recruitment case study
- Programme Handbook 2015/16
- New Staff Curriculum vitae

- Practice placement handbook
- Service user meeting minutes
- Service user engagement list

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- 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

Name of education provider	University of Plymouth
Programme title	Supplementary Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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 only enrolled students for the first time in 2014 as such there are no internal quality and external examiner reports 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **C.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately identified and addressed.**

**Reason:** From a review of the internal quality monitoring report for the last academic year the visitors noted comments (minute 4.4.2) about the experience of students who are HCPC registered allied health professionals. The visitors noted that there were some comments which articulated that allied health professional students had found elements of the course very generic and less applicable to their professional role than expected. The visitors also noted that while these comments were included in the internal quality monitoring report, there was no indication as to how these concerns had been addressed by the programme team. The visitors therefore require further evidence of how the programme team ensure that the programme addresses the required knowledge of each professional group to ensure that they can achieve what is required and demonstrate that they can meet all of the relevant standards for prescribing.

**Suggested documentation:** Information about how the programme team have addressed the comments included in the internal quality monitoring report from allied health professional students to ensure that the profession specific skills and knowledge of each professional group continues to be identified and addressed by the programme.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	University of Plymouth
Programme title	Supplementary Prescribing to Independent Prescribing Level 6
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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 only enrolled students for the first time in 2014 as such there are no internal quality and external examiner reports 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **C.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately identified and addressed.**

**Reason:** From a review of the internal quality monitoring report for the last academic year the visitors noted comments (minute 4.4.2) about the experience of students who are HCPC registered allied health professionals. The visitors noted that there were some comments which articulated that allied health professional students had found elements of the course very generic and less applicable to their professional role than expected. The visitors also noted that while these comments were included in the internal quality monitoring report, there was no indication as to how these concerns had been addressed by the programme team. The visitors therefore require further evidence of how the programme team ensure that the programme addresses the required knowledge of each professional group to ensure that they can achieve what is required and demonstrate that they can meet all of the relevant standards for prescribing.

**Suggested documentation:** Information about how the programme team have addressed the comments included in the internal quality monitoring report from allied health professional students to ensure that the profession specific skills and knowledge of each professional group continues to be identified and addressed by the programme.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	University of Plymouth
Programme title	BSc (Hons) Paramedic Practitioner
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Paramedic
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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
- Staff CVs
- Extracts from the Programme Handbook 2015-16
- Documentation relating to service user and carer involvement
- Placement documentation

### 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.

#### 3.17 Service users and carers must be involved in the programme

**Reason:** The education provider provided several documents in order to evidence how this standard is met. Specifically documentation from the South West Ambulance Group (SWAG) relating to service user and carer involvement with that organisation, and two emails with service users to arrange for them to speak with students on the programme. It was not clear whether this was an ongoing initiative or a one off. Considering this evidence, the visitors are not satisfied that there is ongoing service user and carer involvement in this programme. Particularly, the visitors were unclear whether the education provider owns the involvement, or whether this is an existing initiative run by SWAG. The visitors also noted that there were not specific service user and carer activities noted in the documentation, with instead examples of how service users and carers may be involved with SWAG. The visitors were also unclear whether the involvement noted was mandatory. For example, the education provider noted a non-mandatory session with service users that two students attended.

**Suggested documentation:** Evidence that demonstrates ongoing service user and carer involvement in the programme, which is owned and managed by the education provider.

### 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

Name of education provider	University of Plymouth
Programme title	Supplementary Prescribing to Independent Prescribing Level 7
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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 only enrolled students for the first time in 2014 as such there are no internal quality and external examiner reports 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **C.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately identified and addressed.**

**Reason:** From a review of the internal quality monitoring report for the last academic year the visitors noted comments (minute 4.4.2) about the experience of students who are HCPC registered allied health professionals. The visitors noted that there were some comments which articulated that allied health professional students had found elements of the course very generic and less applicable to their professional role than expected. The visitors also noted that while these comments were included in the internal quality monitoring report, there was no indication as to how these concerns had been addressed by the programme team. The visitors therefore require further evidence of how the programme team ensure that the programme addresses the required knowledge of each professional group to ensure that they can achieve what is required and demonstrate that they can meet all of the relevant standards for prescribing.

**Suggested documentation:** Information about how the programme team have addressed the comments included in the internal quality monitoring report from allied health professional students to ensure that the profession specific skills and knowledge of each professional group continues to be identified and addressed by the programme.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	University of Plymouth
Programme title	Non-Medical Prescribing IP and SP for Designated AHPs (PHs and CHs) level 6
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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 only enrolled students for the first time in 2014 as such there are no internal quality and external examiner reports 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **C.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately identified and addressed.**

**Reason:** From a review of the internal quality monitoring report for the last academic year the visitors noted comments (minute 4.4.2) about the experience of students who are HCPC registered allied health professionals. The visitors noted that there were some comments which articulated that allied health professional students had found elements of the course very generic and less applicable to their professional role than expected. The visitors also noted that while these comments were included in the internal quality monitoring report, there was no indication as to how these concerns had been addressed by the programme team. The visitors therefore require further evidence of how the programme team ensure that the programme addresses the required knowledge of each professional group to ensure that they can achieve what is required and demonstrate that they can meet all of the relevant standards for prescribing.

**Suggested documentation:** Information about how the programme team have addressed the comments included in the internal quality monitoring report from allied health professional students to ensure that the profession specific skills and knowledge of each professional group continues to be identified and addressed by the programme.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	University of Plymouth
Programme title	Non-Medical Prescribing IP and SP for Designated AHPs (PHs and CHs) level 7
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Alaster Rutherford (Independent prescriber) Andrew Hill (Chiropodist / podiatrist)
HCPC executive	Ben Potter
Date of assessment day	17 February 2016

### 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 only enrolled students for the first time in 2014 as such there are no internal quality and external examiner reports 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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **C.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately identified and addressed.**

**Reason:** From a review of the internal quality monitoring report for the last academic year the visitors noted comments (minute 4.4.2) about the experience of students who are HCPC registered allied health professionals. The visitors noted that there were some comments which articulated that allied health professional students had found elements of the course very generic and less applicable to their professional role than expected. The visitors also noted that while these comments were included in the internal quality monitoring report, there was no indication as to how these concerns had been addressed by the programme team. The visitors therefore require further evidence of how the programme team ensure that the programme addresses the required knowledge of each professional group to ensure that they can achieve what is required and demonstrate that they can meet all of the relevant standards for prescribing.

**Suggested documentation:** Information about how the programme team have addressed the comments included in the internal quality monitoring report from allied health professional students to ensure that the profession specific skills and knowledge of each professional group continues to be identified and addressed by the programme.

### 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	Queen Margaret University
Programme title	BSc (Hons) Therapeutic Radiography
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Therapeutic radiographer
Name and role of HCPC visitors	Kathryn Burgess (Therapeutic radiographer) Linda Mutema (Diagnostic radiographer)
HCPC executive	Ben Potter
Date of assessment day	10 March 2016

### 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
- Definitive document for the BSc (Hons) Therapeutic Radiography – Full time and BSc (Hons) Diagnostic Radiography – Full time programmes.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that they have been involved in the planning of the programme and in delivering some content in the professional practice module. However, the visitors could not determine how these service users were determined by the programme team to be the most appropriate service users to be involved. They were also unclear as to how the programme team had determined that the involvement highlighted was appropriate for these service users and carers and that appropriate training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### 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:** From a review of the evidence provided the visitors are clear that the Science and Technology (D&T), Introduction to Research, Radiotherapy Practice 3, Clinical Practice in Radiotherapy 3, Professional Practice 3 and Interprofessional Education 3 modules have been updated. In the evidence provided the visitors were clear that changes had been made covering the content and assessment of these modules which have affected the credit weighting of the modules and how students progress through the programme. However, in the evidence provided the visitors were unclear what specific aspects of the previous modules had been changed to create the new module structure. As such they were unclear as to how any content has been moved between modules and how this has affected the learning outcomes. They were also unclear as to how the programme team had ensured that all of the content previously covered would be covered in the new module structure to ensure that students who successfully complete these modules could meet all of the standards of proficiency (SOPs) for radiographers. The visitors therefore require further information about the previous module structure, the new module structure and how the changes to module content had been managed to ensure that all of the learning and teaching previously delivered is now delivered and assessed in the new module structure.

**Suggested documentation:** Further evidence as to how the programme team have managed the changes that have been made to the module structure in order to determine what content was previously delivered, what is delivered by the current structure and how this content is assessed.

**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:** From a review of the evidence provided the visitors are clear that the Science and Technology (D&T), Introduction to Research, Radiotherapy Practice 3, Clinical Practice 3, Professional Practice 3 and Interprofessional Education 3 modules have been updated. In the evidence provided the visitors were clear that changes had been made covering the content and assessment of these modules which have affect the credit weighting of the modules and how students progress through the programme. However, in the evidence provided the visitors were unclear what specific aspects of the previous modules had been changed to create the new module structure. As such they were unclear as to how the content which has been moved between modules has affected the learning outcomes and assessment methodology. They were also unclear as to how the programme team had ensured that all of the content previously assessed would be assessed in the new module structure to ensure that students who successfully complete these modules could meet all of the standards of proficiency (SOPs) for radiographers. The visitors therefore require further information about the previous module structure, the new module structure and how the changes to modules have been managed to ensure that all of the learning and teaching previously delivered is now delivered and assessed in the new module structure.

**Suggested documentation:** Further evidence as to how the programme team have managed the changes that have been made to the module structure in order to determine what content was previously delivered, what is delivered by the current structure and how this content is assessed.

**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

Name of education provider	Queen Margaret University
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Linda Mutema (Diagnostic radiographer) Kathryn Burgess (Therapeutic radiographer)
HCPC executive	Ben Potter
Date of assessment day	10 March 2016

### 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
- Definitive document for the BSc (Hons) Diagnostic Radiography – Full time and BSc (Hons) Therapeutic Radiography – Full time programmes.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved, that they have been involved in the planning of the programme and in delivering some content in the professional practice module. However, the visitors could not determine how these service users were determined by the programme team to be the most appropriate service users to be involved. They were also unclear as to how the programme team had determined that the involvement highlighted was appropriate for these service users and carers and that appropriate training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### 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:** From a review of the evidence provided the visitors are clear that the Science and Technology (D&T), Introduction to Research, Diagnostic Practice 3, Clinical Practice 3, Professional Practice 3 and Interprofessional Education 3 modules have been updated. In the evidence provided the visitors were clear that changes had been made covering the content and assessment of these modules which have affect the credit weighting of the modules and how students progress through the programme. However, in the evidence provided the visitors were unclear what specific aspects of the previous modules had been changed to create the new module structure. As such they were unclear as to how any content has been moved between modules and how this has affected the learning outcomes. They were also unclear as to how the programme team had ensured that all of the content previously covered would be covered in the new module structure to ensure that students who successfully complete these modules could meet all of the standards of proficiency (SOPs) for radiographers. The visitors therefore require further information about the previous module structure, the new module structure and how the changes to module content had been managed to ensure that all of the learning and teaching previously delivered is now delivered and assessed in the new module structure.

**Suggested documentation:** Further evidence as to how the programme team have managed the changes that have been made to the module structure in order to determine

what content was previously delivered, what is delivered by the current structure and how this content is assessed.

**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:** From a review of the evidence provided the visitors are clear that the Science and Technology (D&T), Introduction to Research, Diagnostic Practice 3, Clinical Practice 3, Professional Practice 3 and Interprofessional Education 3 modules have been updated. In the evidence provided the visitors were clear that changes had been made covering the content and assessment of these modules which have affect the credit weighting of the modules and how students progress through the programme. However, in the evidence provided the visitors were unclear what specific aspects of the previous modules had been changed to create the new module structure. As such they were unclear as to how the content which has been moved between modules has affected the learning outcomes and assessment methodology. They were also unclear as to how the programme team had ensured that all of the content previously assessed would be assessed in the new module structure to ensure that students who successfully complete these modules could meet all of the standards of proficiency (SOPs) for radiographers. The visitors therefore require further information about the previous module structure, the new module structure and how the changes to modules have been managed to ensure that all of the learning and teaching previously delivered is now delivered and assessed in the new module structure.

**Suggested documentation:** Further evidence as to how the programme team have managed the changes that have been made to the module structure in order to determine what content was previously delivered, what is delivered by the current structure and how this content is assessed.

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

**Reason:** From the review of the documentation the visitors noted the comments from the external examiner which queried the appropriateness and level of assessment associated with the Objective Structured Pattern Recognition and Image Interpretation (OSPRII) assessment in the Clinical Practice 3 module. They also noted that the programme team had responded to these comments and informed the external examiner that this assessment would be reviewed in light of these comments. However, from the evidence provided the visitors are unclear as to how the programme team have reviewed this assessment and what the outcomes were in order to address the queries around the level of assessment. Therefore the visitors require further evidence as to how the programme team have addressed these specific comments from the external examiner to ensure that there continues to be appropriate level of assessment in this module.

**Suggested documentation:** Further evidence as to how the programme team have addressed the comments of the external examiner in relation to the OSPRII assessment in the Clinical Practice 3 module.

#### **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

Name of education provider	Queen Margaret University
Programme title	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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
  - Student handbook 2015 - 16
  - Service user strategy
  - Physiotherapy service user introductory letter
  - Physiotherapy service user sign-up sheet
  - Physiotherapy service user meeting
  - Module example (P1126) of service user involvement
  - Attendance monitoring 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**

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

Name of education provider	Queen Margaret University
Programme title	BSc (Hons) Speech and Language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Lorna Povey (Speech and language therapist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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
  - Service User Involvement Strategy

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** To evidence this standard the visitors were provided with a statement in the standards of education and training (SETs) mapping document which reads “Service users (e.g. patients with oral cancer, aphasia) have contributed to delivery of the programme through collaborative teaching...”. However the visitors were not provided with any evidence to support this statement. The visitors were therefore unable to identify how service users and carers are involved in collaborative teaching.

The visitors did receive the education providers’ service user and carer involvement strategy which outlined the introduction and remit of the Public service user carer involvement committee (PSuCC). The visitors were satisfied that the information in this document outlined an appropriate mechanism for managing service user and carer involvement, however the visitors were unable to identify any clear and current involvement from service users and carers on this programme. The visitors therefore require additional documentation which clearly identifies where service users and carers are involved in the programme and are able to contribute effectively.

**Suggested documentation:** Documentation which clearly identifies where service users and carers are involved in the programme and are able to contribute effectively. For example, clear examples of their involvement in collaborative teaching on the programme.

### 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

Name of education provider	Queen Margaret University
Programme title	MSc Physiotherapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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 document
  - Service user strategy
  - Service user introductory letter
  - Professional development portfolio (PDP) guide for staff and students
  - Attendance monitoring

### **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

Name of education provider	Queen Margaret University
Programme title	PgDip Radiotherapy and Oncology
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Therapeutic radiographer
Name and role of HCPC visitors	Kathryn Burgess (Therapeutic radiographer) Linda Mutema (Diagnostic radiographer)
HCPC executive	Ben Potter
Date of assessment day	10 March 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors understand that service users and carers will be involved in the programme and that the specific involvement will be clarified after a review event in April 2016. The SETs mapping highlighted a definitive document, a work based learning handbook and a Service user and carer involvement strategy but these documents were not provided in this submission. Because of this the visitors could not determine how service users would be identified and determined by the programme team to be the most appropriate service users to be involved. They were also unclear as to how the programme team proposed to involve service users and carers in the programme and how they would determine that this involvement will be appropriate. As such the visitors require further evidence of the process the programme team will use to determine which service users and carers should be involved in the programme and why the involvement will be determined to be appropriate. The visitors also require further evidence as to how the programme team propose to train and prepare the service users and carers to ensure that they will be able to fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers will be chosen to be part of the programme, how their involvement will be determined and how the team will prepare the service users and carers to ensure they will be able to fulfil the roles they are being asked to undertake.

### 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

Name of education provider	Queen Margaret University
Programme title	MSc (pre registration) in Speech and Language Therapy
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Lorna Povey (Speech and language therapist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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 education provider provided summaries of the external examiner reports for the last two year but did not provide the full external examiner reports.

### **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.

#### **3.17 Service users and carers must be involved in the programme.**

**Reason:** To evidence this standard the visitors were directed to the module descriptor for SM032 which states “Active involvement of service users and carers” as part of the module content. However, the visitors were not provided with any evidence which demonstrates the type of involvement that service users and carers have within this module and how they contribute to the programme.

The visitors did receive the education providers’ service user and carer involvement strategy which outlined the introduction and remit of the Public service user carer involvement committee (PSuCC). The visitors were satisfied that the information in this document outlined an appropriate mechanism for managing service user and carer involvement, however the visitors were unable to identify any clear and current involvement from service users and carers on this programme. The visitors therefore require additional documentation which clearly identifies where and how service users and carers are involved in the programme and are able to contribute effectively.

**Suggested documentation:** Documentation which clearly identifies where and how service users and carers are involved in the programme and are able to contribute effectively. For example, clear examples of their involvement in the module SM032.

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

**Reason:** As part of their submission the education provider provided the office of the University Secretary External Examiner report Distribution Form. The visitors were not provided with the full external examiner reports for this programme. The visitors note that without seeing the full external examiner reports they cannot make a judgement on the monitoring and evaluation mechanisms for this programme. Further to this the visitors note that they are unable to identify if there are any other standards which may require further documentation to ensure they continue to be met. The visitors therefore require documentation which clearly outlines that the education provider has regular and effective monitoring and evaluation mechanisms in place.

**Suggested documentation:** Documentation which clearly outlines regular and effective monitoring and evaluation mechanisms are in place for this programme, such as the full external examiner reports for the previous two academic years.

#### **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

Name of education provider	Queen Margaret University
Programme title	Post Graduate Diploma Physiotherapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Anthony Power (Physiotherapist) Claire Brewis (Occupational therapist)
HCPC executive	Mandy Hargood
Date of assessment day	23 March 2016

### 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 document
  - Service user strategy
  - Service user introductory letter
  - Professional development portfolio (PDP) guide for staff and students
  - Attendance monitoring

### **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

Name of education provider	Queen Margaret University
Programme title	Post Graduate Diploma (pre-registration) in Speech and language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Lorna Povey (Speech and language therapist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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 education provider provided summaries of the external examiner reports for the last two year but did not provide the full external examiner reports.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** To evidence this standard the visitors were directed to the module descriptor for SM032 which states “Active involvement of service users and carers” as part of the module content. However, the visitors were not provided with any evidence which demonstrates the type of involvement that service users and carers have within this module and how they contribute to the programme.

The visitors did receive the education providers’ service user and carer involvement strategy which outlined the introduction and remit of the Public service user carer involvement committee (PSuCC). The visitors were satisfied that the information in this document outlined an appropriate mechanism for managing service user and carer involvement, however the visitors were unable to identify any clear and current involvement from service users and carers on this programme. The visitors therefore require additional documentation which clearly identifies where and how service users and carers are involved in the programme and are able to contribute effectively.

**Suggested documentation:** Documentation which clearly identifies where and how service users and carers are involved in the programme and are able to contribute effectively. For example, clear examples of their involvement in the module SM032.

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

**Reason:** As part of their submission the education provider provided the office of the University Secretary External Examiner report Distribution Form. The visitors were not provided with the full external examiner reports for this programme. The visitors note that without seeing the full external examiner reports they cannot make a judgement on the monitoring and evaluation mechanisms for this programme. Further to this the visitors note that they are unable to identify if there are any other standards which may require further documentation to ensure they continue to be met. The visitors therefore require documentation which clearly outlines that the education provider has regular and effective monitoring and evaluation mechanisms in place.

**Suggested documentation:** Documentation which clearly outlines regular and effective monitoring and evaluation mechanisms are in place for this programme, such as the full external examiner reports for the previous two academic years.

#### **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

Name of education provider	Queen Margaret University
Programme title	MSc Music Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Music therapist
Name and role of HCPC visitors	Pauline Etkin (Music therapist) Donald Wetherick (Music therapist)
HCPC executive	Mandy Hargood
Date of postal review	15 March 2016

### 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 document
  - Practice education handbook
  - Student handbook
  - The programme review document

### **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

Name of education provider	The Robert Gordon University
Programme title	Non Medical Prescribing (SCQF Level 9)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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 documentation provided relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.1 The programme must have a secure place in the education provider's business plan.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has a secure place in the education provider's business plan.

**Suggested documentation:** Evidence that demonstrates that the programme has a secure place in the education provider's business plan.

#### **B.3 The programme must have regular monitoring and evaluation systems in place.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has regular monitoring and evaluation systems in place.

**Suggested documentation:** Evidence that demonstrates that the programme has regular monitoring and evaluation systems in place.

#### **B.15 Service users and carers must be involved in the programme**

**Reason:** The visitors noted the evidence that the education provider provided to demonstrate that this standard is met. Specifically, the education provider flagged case studies for students, that service users would be involved in practice, and the School Public Involvement Strategy. The visitors considered that the Involvement Strategy is a good basis for service user and carer involvement. From this document, the visitors noted the development plan, specifically that the plan has actions for the School to take forward. However, the visitors are not clear how these actions will impact on this programme. Therefore, as the visitors were unclear how the strategy is implemented for this programme, they were unclear how service users and carers are involved in the programme.

**Suggested documentation:** Evidence that service users and carers are involved in this programme.

#### **C.4 The curriculum must remain relevant to current practice.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a “Professional Development Portfolio”, rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15. This standard requires evidence of how the activities of the programme team and any external stakeholders will make sure the curriculum stays relevant over time. Therefore, without programme specific information, the visitors cannot be satisfied that this standard continues to be met.

**Suggested documentation:** Evidence to demonstrate how the curriculum remains relevant to current practice.

#### **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

Name of education provider	The Robert Gordon University
Programme title	Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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 documentation provided relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.1 The programme must have a secure place in the education provider's business plan.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has a secure place in the education provider's business plan.

**Suggested documentation:** Evidence that demonstrates that the programme has a secure place in the education provider's business plan.

#### **B.3 The programme must have regular monitoring and evaluation systems in place.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has regular monitoring and evaluation systems in place.

**Suggested documentation:** Evidence that demonstrates that the programme has regular monitoring and evaluation systems in place.

#### **B.15 Service users and carers must be involved in the programme**

**Reason:** The visitors noted the evidence that the education provider provided to demonstrate that this standard is met. Specifically, the education provider flagged case studies for students, that service users would be involved in practice, and the School Public Involvement Strategy. The visitors considered that the Involvement Strategy is a good basis for service user and carer involvement. From this document, the visitors noted the development plan, specifically that the plan has actions for the School to take forward. However, the visitors are not clear how these actions will impact on this programme. Therefore, as the visitors were unclear how the strategy is implemented for this programme, they were unclear how service users and carers are involved in the programme.

**Suggested documentation:** Evidence that service users and carers are involved in this programme.

#### **C.4 The curriculum must remain relevant to current practice.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a “Professional Development Portfolio”, rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15. This standard requires evidence of how the activities of the programme team and any external stakeholders will make sure the curriculum stays relevant over time. Therefore, without programme specific information, the visitors cannot be satisfied that this standard continues to be met.

**Suggested documentation:** Evidence to demonstrate how the curriculum remains relevant to current practice.

#### **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

Name of education provider	The Robert Gordon University
Programme title	BSc (Hons) Applied Biomedical Sciences
Mode of delivery	Full time
Relevant part of the HCPC register	Biomedical scientist
Name and role of HCPC visitors	William Gilmore (Biomedical scientist) Nigel Westwood (Biomedical scientist)
HCPC executive	Alex Urquhart
Date of postal review	29 January 2016

### 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
  - Curriculum vitae of teaching staff
  - Table for Service User and Carer involvement
  - Minutes or recent employer liaison meeting
  - Agenda for ILSR
  - Example of service user interaction with students
  - Changes to a learning outcome for module AS1010

### **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

Name of education provider	The Robert Gordon University
Programme title	Non Medical Prescribing (SCQF Level 11)
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing Independent prescribing
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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 documentation provided relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.1 The programme must have a secure place in the education provider's business plan.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has a secure place in the education provider's business plan.

**Suggested documentation:** Evidence that demonstrates that the programme has a secure place in the education provider's business plan.

#### **B.3 The programme must have regular monitoring and evaluation systems in place.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a "Professional Development Portfolio", rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15, or whether the documentation demonstrates that the programme has regular monitoring and evaluation systems in place.

**Suggested documentation:** Evidence that demonstrates that the programme has regular monitoring and evaluation systems in place.

#### **B.15 Service users and carers must be involved in the programme**

**Reason:** The visitors noted the evidence that the education provider provided to demonstrate that this standard is met. Specifically, the education provider flagged case studies for students, that service users would be involved in practice, and the School Public Involvement Strategy. The visitors considered that the Involvement Strategy is a good basis for service user and carer involvement. From this document, the visitors noted the development plan, specifically that the plan has actions for the School to take forward. However, the visitors are not clear how these actions will impact on this programme. Therefore, as the visitors were unclear how the strategy is implemented for this programme, they were unclear how service users and carers are involved in the programme.

**Suggested documentation:** Evidence that service users and carers are involved in this programme.

#### **C.4 The curriculum must remain relevant to current practice.**

**Reason:** The documentation provided by the education provider relates to three post registration programmes, two for nursing and a “Professional Development Portfolio”, rather than to this programme specifically. From the evidence provided, the visitors were unclear if the programme has run as a standalone module in 2013–14 and 2014–15. This standard requires evidence of how the activities of the programme team and any external stakeholders will make sure the curriculum stays relevant over time. Therefore, without programme specific information, the visitors cannot be satisfied that this standard continues to be met.

**Suggested documentation:** Evidence to demonstrate how the curriculum remains relevant to current practice.

#### **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

Name of education provider	Roehampton University
Programme title	PsychD in Counselling Psychology
Mode of delivery	Full time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Counselling psychologist
Name and role of HCPC visitors	Tony Parnell (Counselling psychologist) Alison Nicholls (Dietitian)
HCPC executive	Hollie Latham
Date of assessment day	13 April 2016

### 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
  - Account of service user involvement
  - Assessment diagnosis and clinical presentations module handbook
  - Example of liaison with students in advance of service user co-facilitated workshop
  - Borderline personality disorder & service user workshop slides
  - Accreditation through partnership, suggested timetable: visits to doctoral programmes
  - PsychD in Counselling Psychology programme handbook 2015-16

- Personal Development, experiential group module handbook
- Experiential participatory consent
- 'Realities of life with borderline personality disorder' learning resource

### **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

Name of education provider	Sheffield Hallam University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) George Delafield (Practitioner psychologist)
HCPC executive	Abdur Razzaq
Date of assessment day	26 January 2016

### 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
  - Course Document BA (hons) Social Work
  - Copy of BASW Level 4 skills days 1-15 for 2015 2016
  - Copy of BASW level 5 skills days 16-23 for 2015 2016
  - Copy of BASW level 6 skills days 24-30 for 2015 2016
  - Selection Event for BA (Hons) Social Work (<http://www.shu.ac.uk/selection-event/623>)
  - Evidence Informed Social Work module minor modification and revised teaching schedule
  - Foundations for Effective Collaborative Practice

- Readiness for social work 2: Practice Values and Anti-Oppressive practice
- Readiness for Social Work Practice 1: Evidence for studies and Practice
- Developing Capability for Effective Collaborative Practice
- Evidence informed Social Work
- Social Work Practice Learning Experience One
- -Enhancing Quality of service through Effective Collaborative Practice
- -Research for Social Work Practice
- Developing Critical Practice in Social Work
- Global Perspectives on Social Work
- Social Work Practice Learning Experience Two

### **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 documentation the visitors noted a number of changes to the programme in the last two academic years. The visitors noted the following;

- students being enrolled through clearing as stated in the course documentation 2014–15;
- nine new module descriptors out of the eleven module descriptors indicated the curriculum may have changed;
- in the external examiners' reports for the last two academic years the visitors noted comments about the issues of staffing levels in place and;
- changes made to the curriculum for each intake in the last two academic year

The visitors were not presented with evidence to support the changes captured in the documentation, as such the visitors were also unable to determine if other changes have been made in addition to the changes mentioned above. As the visitors could not determine what changes have been made to the programme, a number of SETs could be affected depending on the number of changes to this programme. Therefore, the visitors require documentation which articulates what changes have been made to this programme in the last two academic years and demonstrates that the programme continues to meet this standard.

**Suggested documentation:** Information regarding the changes to the programmes and evidence how the programme continues to be effectively managed.

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

**Reason:** From a review of the documentation such as the internal review reports and the external examiner reports, the visitors noted that the external examiner had reservations about the staffing levels in place for this programme. The visitors noted in the action plan

for academic year 2013–14 and 14–15 that staffing continues to be an issue. Therefore, the visitors require documentation which articulates there continues to be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

**Suggested documentation:** Information regarding adequate number of staff in place for this programme.

#### **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:** From a review of the documentation, the visitors noted the changes to the curriculum of the programme. These changes includes, a number of new modules for the programme. The visitors noted nine out of the eleven modules descriptors were new. The visitors were not presented with evidence such as the standards of proficiency (SOPs) mapping document to support the changes to the programme curriculum. SOPs mapping document will indicate which learning outcomes of the curriculum will ensure SOPs are delivered and assessed. Therefore, the visitors, require documentation which articulates how learning outcomes of the curriculum ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

**Suggested documentation:** Information about learning outcomes ensuring those who complete this programme meet the SOPs for social workers in England.

#### **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:** From a review of the documentation, the visitors noted the changes to the curriculum of the programme. These changes includes, a number of new modules for the programme. The visitors noted nine out of the eleven modules descriptors were new. The visitors were not presented with evidence such as the standards of proficiency (SOPs) mapping document to support the changes to the programme curriculum and assessment. SOPs mapping document will indicate which learning outcomes of the curriculum will ensure SOPs are delivered and assessed in the curriculum. Therefore, the visitors, require documentation which articulates how delivery and assessment of the learning outcomes for the curriculum ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

**Suggested documentation:** Information about the assessment of the learning outcomes ensuring those who complete this programme meet the SOPs for social workers in England.

#### **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

Name of education provider	Sheffield Hallam University
Programme title	BSc (Hons) Applied Nursing (Learning Disability) and Generic Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) George Delafield (Practitioner psychologist)
HCPC executive	Abdur Razzaq
Date of assessment day	26 January 2016

### 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
- Course Document - BSc (Hons) Applied Nursing (Learning Disability) and Generic Social Work
- An extract from the Course details contained within the website for course
- Understanding the Person Centred Approach in Relationship Centred Care 2
- Essential Sciences for Nursing and Social Work Practice
- Foundations for Effective Collaborative Practice
- Introduction to Relationship Centred Care in Nursing and Social Work Science and Practice

- Essentials of Nursing and Social Work Science and Practice
- Evidence Informed Nursing and Social Work
- Developing Capability for Effective Collaborative Practice
- Developing Relationship Centred Care in Nursing and Social Work: Science and Practice
- Research for Nursing and Social Work Practice
- Enhancing Quality of Services through Effective Collaborative Practice
- Consolidating the Science and Practice of Nursing and Social Work

### **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.

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

**Reason:** From the documentation submitted the visitors noted that the education provider has made changes to the curriculum. These changes included, replacing modules and associated learning outcomes as well as credits awarded per module. The visitors noted the standards of proficiency (SOPs) mapping document and how learning outcomes of the programme ensure SOPs are delivered. The visitors also noted the assessment methods for the new modules of the programme. However, the visitors were not presented with evidence of how SOPs will be assessed in the assessment methods of the new modules or how the chosen methods are in line with the learning outcomes of the new modules. Therefore, the visitors require documentation which articulates how the assessment methods will ensure that those students who successfully complete the programme can practise safely and effectively.

**Suggested documentation:** Information identifying the assessment methods for the modules that measure learning outcomes.

#### **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

Name of education provider	Sheffield Hallam University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) George Delafield (Practitioner psychologist)
HCPC executive	Abdur Razzaq
Date of assessment day	26 January 2016

### 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
  - Course Document BA (hons) Social Work
  - Copy of BASW Level 4 skills days 1-15 for 2015 2016
  - Copy of BASW level 5 skills days 16-23 for 2015 2016
  - Copy of BASW level 6 skills days 24-30 for 2015 2016
  - Selection Event for BA (Hons) Social Work (<http://www.shu.ac.uk/selection-event/623>)
  - Evidence Informed Social Work module minor modification and revised teaching schedule
  - Foundations for Effective Collaborative Practice

- Readiness for social work 2: Practice Values and Anti-Oppressive practice
- Readiness for Social Work Practice 1: Evidence for studies and Practice
- Developing Capability for Effective Collaborative Practice
- Evidence informed Social Work
- Social Work Practice Learning Experience One
- -Enhancing Quality of service through Effective Collaborative Practice
- -Research for Social Work Practice
- Developing Critical Practice in Social Work
- Global Perspectives on Social Work
- Social Work Practice Learning Experience Two

### **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 documentation the visitors noted a number of changes to the programme in the last two academic years. The visitors noted the following;

- students being enrolled through clearing as stated in the course documentation 2014–15;
- nine new module descriptors out of the eleven module descriptors indicated the curriculum may have changed;
- in the external examiners' reports for the last two academic years the visitors noted comments about the issues of staffing levels in place and;
- changes made to the curriculum for each intake in the last two academic year

The visitors were not presented with evidence to support the changes captured in the documentation, as such the visitors were also unable to determine if other changes have been made in addition to the changes mentioned above. As the visitors could not determine what changes have been made to the programme, a number of SETs could be affected depending on the number of changes to this programme. Therefore, the visitors require documentation which articulates what changes have been made to this programme in the last two academic years and demonstrates that the programme continues to meet this standard.

**Suggested documentation:** Information regarding the changes to the programmes and evidence how the programme continues to be effectively managed.

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

**Reason:** From a review of the documentation such as the internal review reports and the external examiner reports, the visitors noted that the external examiner had reservations about the staffing levels in place for this programme. The visitors noted in the action plan

for academic year 2013–14 and 14–15 that staffing continues to be an issue. Therefore, the visitors require documentation which articulates there continues to be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

**Suggested documentation:** Information regarding adequate number of staff in place for this programme.

#### **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:** From a review of the documentation, the visitors noted the changes to the curriculum of the programme. These changes includes, a number of new modules for the programme. The visitors noted nine out of the eleven modules descriptors were new. The visitors were not presented with evidence such as the standards of proficiency (SOPs) mapping document to support the changes to the programme curriculum. SOPs mapping document will indicate which learning outcomes of the curriculum will ensure SOPs are delivered and assessed. Therefore, the visitors, require documentation which articulates how learning outcomes of the curriculum ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

**Suggested documentation:** Information about learning outcomes ensuring those who complete this programme meet the SOPs for social workers in England.

#### **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:** From a review of the documentation, the visitors noted the changes to the curriculum of the programme. These changes includes, a number of new modules for the programme. The visitors noted nine out of the eleven modules descriptors were new. The visitors were not presented with evidence such as the standards of proficiency (SOPs) mapping document to support the changes to the programme curriculum and assessment. SOPs mapping document will indicate which learning outcomes of the curriculum will ensure SOPs are delivered and assessed in the curriculum. Therefore, the visitors, require documentation which articulates how delivery and assessment of the learning outcomes for the curriculum ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

**Suggested documentation:** Information about the assessment of the learning outcomes ensuring those who complete this programme meet the SOPs for social workers in England.

#### **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

Name of education provider	Sheffield Hallam University
Programme title	BSc (Hons) Applied Nursing (Learning Disability) and Generic Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Beverley Blythe (Social worker in England) George Delafield (Practitioner psychologist)
HCPC executive	Abdur Razzaq
Date of assessment day	26 January 2016

### 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
- Course Document - BSc (Hons) Applied Nursing (Learning Disability) and Generic Social Work
- An extract from the Course details contained within the website for course
- Understanding the Person Centred Approach in Relationship Centred Care 2
- Essential Sciences for Nursing and Social Work Practice
- Foundations for Effective Collaborative Practice
- Introduction to Relationship Centred Care in Nursing and Social Work Science and Practice

- Essentials of Nursing and Social Work Science and Practice
- Evidence Informed Nursing and Social Work
- Developing Capability for Effective Collaborative Practice
- Developing Relationship Centred Care in Nursing and Social Work: Science and Practice
- Research for Nursing and Social Work Practice
- Enhancing Quality of Services through Effective Collaborative Practice
- Consolidating the Science and Practice of Nursing and Social Work

### **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.

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

**Reason:** From the documentation submitted the visitors noted that the education provider has made changes to the curriculum. These changes included, replacing modules and associated learning outcomes as well as credits awarded per module. The visitors noted the standards of proficiency (SOPs) mapping document and how learning outcomes of the programme ensure SOPs are delivered. The visitors also noted the assessment methods for the new modules of the programme. However, the visitors were not presented with evidence of how SOPs will be assessed in the assessment methods of the new modules or how the chosen methods are in line with the learning outcomes of the new modules. Therefore, the visitors require documentation which articulates how the assessment methods will ensure that those students who successfully complete the programme can practise safely and effectively.

**Suggested documentation:** Information identifying the assessment methods for the modules that measure learning outcomes.

#### **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

Name of education provider	University of Stirling
Programme title	Non-Medical Prescribing (Supplementary and Independent Prescribing)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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
  - Evidence of how Service Users and Carers are involved in the Programme
  - NMC quality monitoring documentation

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.15 Service users and carers must be involved in the programme**

**Reason:** The visitors noted the evidence that the education provider provided to demonstrate that this standard is met. Specifically, the education provider flagged that students have regular contact with service users through their placement, and that they need to reflect on this contact as part of one of their essays. The education provider also flagged the School Service User Involvement and Engagement Strategic Plan, 2010-13. The visitors note that this document was written in 2010, and was for the period 2010-13 and are therefore unclear how this strategy demonstrates that service users and carers are involved in this programme at the current time.

**Suggested documentation:** Evidence that service users and carers are involved in the programme.

### **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

Name of education provider	University of Stirling
Programme title	Non-Medical Prescribing (Supplementary Prescribing Only)
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and role of HCPC visitors	Nicola Carey (Independent prescriber) Mark Nevins (Paramedic)
HCPC executive	Jamie Hunt
Date of assessment day	18 February 2016

### 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
  - Evidence of how Service Users and Carers are involved in the Programme
  - NMC quality monitoring documentation

### **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 for prescribing for which additional documentation was requested, are listed below with reasons for the request.

#### **B.15 Service users and carers must be involved in the programme**

**Reason:** The visitors noted the evidence that the education provider provided to demonstrate that this standard is met. Specifically, the education provider flagged that students have regular contact with service users through their placement, and that they need to reflect on this contact as part of one of their essays. The education provider also flagged the School Service User Involvement and Engagement Strategic Plan, 2010-13. The visitors note that this document was written in 2010, and was for the period 2010-13 and are therefore unclear how this strategy demonstrates that service users and carers are involved in this programme at the current time.

**Suggested documentation:** Evidence that service users and carers are involved in the programme.

### **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

Name of education provider	University of Sussex
Programme title	MA in Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Michael Braniki (Social worker in England) Lorna Povey (Speech and language therapist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - MA in Social work course 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.

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### Section one: Programme details

Name of education provider	University of Sussex
Programme title	PG Diploma in Social Work (Masters Exit Route Only)
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Michael Braniki (Social worker in England) Lorna Povey (Speech and language therapist)
HCPC executive	Tracey Samuel-Smith
Date of assessment day	23 March 2016

### 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
  - MA in Social work course 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.

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### Section one: Programme details

Name of education provider	Teesside University
Programme title	BA (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
  - Documentation relating to service user and carer involvement

### **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

Name of education provider	Teesside University
Programme title	BSc (Hons) Paramedic Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Paramedic
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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 education provider has not provided the internal quality report for two years ago, the external examiners' report or the responses to the external examiners' report from the last two years as the programme has only run for one year.

### **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

Name of education provider	Teesside University
Programme title	Doctorate in Counselling Psychology (DCounsPsy)
Mode of delivery	Full time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Counselling psychologist
Name and role of HCPC visitors	Tony Parnell (Counselling psychologist) Alison Nicholls (Dietitian)
HCPC executive	Hollie Latham
Date of assessment day	13 April 2016

### 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
  - Periodic programme review
  - Programme specification
  - Service user and carers strategy
  - Staffing matrix and staff curriculum vitae document

### **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

Name of education provider	Teesside University
Programme title	DipHE Operating Department Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Operating department practitioner
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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
  - Programme board minutes
  - Periodic programme review document

### **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

Name of education provider	Teesside University
Programme title	Postgraduate Diploma Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
  - Statement regarding service user and carer involvement

### **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

Name of education provider	Teesside University
Programme title	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Natalie Matchett (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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
  - Interview process document
  - Placement assessment forms 1,2,3, 4 and final pre 2013
  - Placement assessment forms 1,2,3, 4 and final post 2013
  - SOPs mapping document

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved in a number of elements of the programme across a number of modules. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### 4.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately addressed.

**Reason:** From a review of the evidence provided the visitors noted that the interprofessional elements of the programme have been broadened to include social work students. However, the visitors were provided with no further information other than this. As such the visitors are unclear as to how the programme team have ensured that the professional specific skills and knowledge that occupational therapy students need to meet in these elements of the programme continue to be adequately addressed. Therefore the visitors require further information about what effect the inclusion of social work students will have on the interprofessional learning aspects of the programme and how the team will ensure that the profession specific skills for occupational therapy students continue to be addressed.

**Suggested documentation:** Information regarding what changes have been made as a result of including social work students in the interprofessional learning aspects of the programme and how the programme team have continued to ensure the profession specific skills required by occupational therapy students are addressed.

#### **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

Name of education provider	Teesside University
Programme title	BSc (Hons) Diagnostic Radiography
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Beverley Ball (Radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The visitors noted the mapping document which stated that there was a user carer who sits on the programme board which takes place in November and May each academic year. The evidence that was provided was an agenda, but the minutes mentioned were not provided. The visitors were therefore unclear as to the involvement of the service user in the programme. The visitors were also unclear as to how the programme team had determined the nature of involvement of the service users and carers, and that appropriate training had been offered to ensure the service users and carers could be involved in the programme. As such the visitors require further evidence of the process the programme team use to determine how service users and carers are involved in the programme. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake where applicable.

### 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

Name of education provider	Teesside University
Programme title	Foundation Degree Paramedic Science
Mode of delivery	Full time
Relevant part of the HCPC register	Paramedic
Name and role of HCPC visitors	John Donaghy (Paramedic) Tony Scripts (Operating department practitioner)
HCPC executive	Alex Urquhart
Date of assessment day	22 April 2016

### 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
  - Information of service user and carer involvement

### **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

Name of education provider	Teesside University
Programme title	MSc Diagnostic Radiography (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Beverley Ball (Radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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

Name of education provider	Teesside University
Programme title	Pg Dip Diagnostic Radiography (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Beverley Ball (Radiographer) Gail Fairey (Diagnostic radiographer)
HCPC executive	Mandy Hargood
Date of assessment day	22 April 2016

### 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

Name of education provider	Teesside University
Programme title	Advancing from Supplementary to Independent Prescribing
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Rosemary Furner (Independent prescriber) Joanna Jackson (Physiotherapist)
HCPC executive	Ben Potter
Date of assessment day	22 April 2016

### 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 commenced in January 2016 and as such has only had one year which the programme team external examiner could scrutinise to produce reports.

- Programme timetable
- Module guide and portfolio document
- Programme board minutes

### **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 for prescribing 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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

Name of education provider	Teesside University
Programme title	MSc Occupational Therapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Natalie Matchett (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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
  - Interview process document
  - Placement assessment forms 1,2,3, 4 and final pre 2013
  - Placement assessment forms 1,2,3, 4 and final post 2013
  - SOPs mapping document

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved in a number of elements of the programme across a number of modules. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### 4.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately addressed.

**Reason:** From a review of the evidence provided the visitors noted that the interprofessional elements of the programme have been broadened to include social work students. However, the visitors were provided with no further information other than this. As such the visitors are unclear as to how the programme team have ensured that the professional specific skills and knowledge that occupational therapy students need to meet continue to be adequately addressed. Therefore the visitors require further information about what effect the inclusion of social work students will have on the interprofessional learning aspects of the programme and how the team will ensure that the profession specific skills for occupational therapy students continue to be addressed.

**Suggested documentation:** Information regarding what changes have been made as a result of including social work students in the interprofessional learning aspects of the programme and how the programme team have continued to ensure the profession specific skills required by occupational therapy students are addressed.

#### **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

Name of education provider	Teesside University
Programme title	Pg Dip Occupational Therapy (Pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Natalie Matchett (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ben Potter
Date of assessment day	13 April 2016

### 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
  - Interview process document
  - Placement assessment forms 1,2,3, 4 and final pre 2013
  - Placement assessment forms 1,2,3, 4 and final post 2013
  - SOPs mapping document

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved in a number of elements of the programme across a number of modules. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### 4.9 When there is interprofessional learning the profession-specific skills and knowledge of each professional group must be adequately addressed.

**Reason:** From a review of the evidence provided the visitors noted that the interprofessional elements of the programme have been broadened to include social work students. However, the visitors were provided with no further information other than this. As such the visitors are unclear as to how the programme team have ensured that the professional specific skills and knowledge that occupational therapy students need to meet continue to be adequately addressed. Therefore the visitors require further information about what effect the inclusion of social work students will have on the interprofessional learning aspects of the programme and how the team will ensure that the profession specific skills for occupational therapy students continue to be addressed.

**Suggested documentation:** Information regarding what changes have been made as a result of including social work students in the interprofessional learning aspects of the programme and how the programme team have continued to ensure the profession specific skills required by occupational therapy students are addressed.

#### **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

Name of education provider	Teesside University
Programme title	Advancing Non Medical Prescribing (postgraduate)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Rosemary Furner (Independent prescriber) Joanna Jackson (Physiotherapist)
HCPC executive	Ben Potter
Date of assessment day	22 April 2016

### 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 timetable
- Module guide and portfolio document
- Programme board minutes

### **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 for prescribing 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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 three: Additional documentation .....	2
Section four: Recommendation of the visitors .....	2

### Section one: Programme details

Name of education provider	Teesside University
Programme title	Non Medical Prescribing (undergraduate)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name and role of HCPC visitors	Rosemary Furner (Independent prescriber) Joanna Jackson (Physiotherapist)
HCPC executive	Ben Potter
Date of assessment day	22 April 2016

### 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 timetable
- Module guide and portfolio document
- Programme board minutes

### **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 for prescribing 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 for prescribing for education providers and that those who complete the programme have demonstrated an ability to meet our standards for prescribing for all prescribers.

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 for prescribing for education providers and that those who complete the programme will continue to demonstrate an ability to meet the standards for prescribing for all prescribers.
- There is insufficient evidence to determine if or how the programme continues to meet the standards for prescribing for education providers 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 two: Submission details .....	1
Section three: Additional documentation .....	2
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### Section one: Programme details

Name of education provider	Teesside University
Programme title	MA Social Work (Pre-Qualifying)
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	Steve Benson (Social worker in England) Graeme Currie (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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
  - Statement regarding service user and carer involvement

### **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

Name of education provider	University of Ulster
Programme title	BSc (Hons) Diagnostic Radiography and Imaging
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and role of HCPC visitors	Linda Mutema (Diagnostic radiographer) Kathryn Burgess (Therapeutic radiographer)
HCPC executive	Ben Potter
Date of assessment day	10 March 2016

### 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
  - KSPPD1 module handbook
  - RAD 451 module timetable

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors are clear that service users and carers are involved in elements of the Interprofessional learning module. They also noted that there was involvement from service users and carers in other modules on the programme. However, the visitors could not determine, from the evidence provided, what the extent of this involvement is. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure the service users and carers could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of what involvement service users and carers have in this programme. They also require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

#### **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 submission, the inclusion of a 'Patient evaluation form'. From the evidence provided the visitors were clear that this would be a form that would be provided to a patient once they had been seen by a student who had undertaken an imaging procedure with them. This evaluation form would be provided to patients at eleven different times during a student's practice placement experience on the programme. However, the visitors were unclear what other information would be provided to patients to enable to them understand what was being asked of them and how they would appropriately fill in the form. In particular they noted that there was no space for a student's name, date or information about what procedure a patient would have been involved in on the form. The visitors therefore suggest the programme team keep this evaluation initiative under review to ensure that there is consistency in the assessment of students and that where patients are being asked to provide feedback they are comfortable to do so and have all the information they need to assess students effectively.

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### Section one: Programme details

Name of education provider	University of Ulster
Programme title	BSc (Hons) Radiotherapy and Oncology
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Therapeutic radiographer
Name and role of HCPC visitors	Kathryn Burgess (Therapeutic radiographer) Linda Mutema (Diagnostic radiographer)
HCPC executive	Ben Potter
Date of assessment day	10 March 2016

### 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
- Statement to supporting the involvement of service users and carers in the programme.

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From a review of the evidence provided the visitors note that the programme team have been commended for their involvement of service users and carers in this programme. However, the visitors could not determine, from the evidence provided, what this involvement is and to what extent service users and carers are involved. Because of this the visitors could not identify how the involvement of service users and carers was appropriate for those people selected and what training had been offered to ensure they could undertake the roles they were being asked to fulfil. It is also the case that the visitors could not see how the service user and carers were determined by the programme team to be the most appropriate service users to be involved. As such the visitors require further evidence of what involvement service users and carers have in this programme. They also require further evidence of the process the programme team use to determine which service users and carers should be involved in the programme and why the involvement highlighted is appropriate. The visitors also require further evidence as to how the programme team train and prepare the service users and carers to ensure that they can fulfil the role they are being asked to undertake.

**Suggested documentation:** Further evidence as to how service users and carers are chosen to be part of the programme, how their involvement is determined and how the team prepare the service users and carers to ensure they can fulfil the roles they are being asked to undertake.

### 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

Name of education provider	University of Ulster
Programme title	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of the HCPC register	Chiropodist / podiatrist
Relevant entitlements	Local anaesthetic Prescription only medicine
Name and role of HCPC visitors	Sharon Wiener-Ogilvie (Chiropodist / podiatrist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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 descriptors

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** From the documentation provided the visitors could see that service users and carers are involved in practical teaching sessions for students by acting as patients. However, the visitors were unable to see how service users and carers are able to contribute to the programme in these sessions or in any other capacity. Specifically, the visitors were unable to see any mechanisms in place for service users and carers to contribute to the teaching sessions they are involved with such as communication with students or feedback opportunities. The visitors therefore require further evidence from the education provider to clearly demonstrate how service users and carers contribute to the programme.

**Suggested documentation:** Documentation which outlines the mechanisms in place for service users and carers to contribute to the programme, for example feedback processes.

### 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

From the external examiner report 2014 – 15 the visitors noted comments which stated “A possible area of weakness is the lack of equipment for musculoskeletal/biomechanical assessment. I referred to this in my previous report.”. Whilst the visitors are satisfied with the current responses from the programme team they note that musculoskeletal and biomechanical assessment are becoming more relevant to current practice. The visitors

therefore wish to comment to the programme team that the “lack of equipment” in this area should be carefully monitored in line with current practice to ensure the programme continues to meet the standards of education and training in future annual monitoring assessments.

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### Section one: Programme details

Name of education provider	University of Ulster
Programme title	BSc (Hons) Speech and Language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and role of HCPC visitors	Lorna Povey (Speech and language therapist) Nick Clark (Operating department practitioner)
HCPC executive	Hollie Latham
Date of assessment day	23 March 2016

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** The standards of education and training (SETs) mapping document provided did not reflect how the education provider meets the new SET 3.17. In addition to this there was no supporting evidence provided to demonstrate how this programme meets the new SET 3.17. The visitors were therefore unable to make a judgement on how service users and carers are involved in the programme.

**Suggested documentation:** Evidence which demonstrates how service users and carers are involved in the programme such as an up to date mapping document and supporting documentation for this.

### 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

Name of education provider	University of Winchester
Programme title	Post Graduate Diploma in Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	David Childs (Social worker in England) Sheila Skelton (Social worker in England)
HCPC executive	Mandy Hargood
Date of postal review	22 March 2016

### 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 education provider has provided the external examiner report for the last cohort only as the programme has only run once. Also there is no internal quality document for the same reason.

- Definitive document 2013 : Appendix 1 Service User and Carer
- SW7105 course module: Critical reflection and review of outcomes of practice:  
Indicative programme content and catalogue summary

- Cross referencing admission requirements to modes of assessment : Step Up to Social Work
- Service user questions ( Step Up to Social Work )

### **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.

### **Visitors' Comment**

The visitors noted in their reading of the annual monitoring audit document that under SET 3.4 it was noted that the previous programme leader had left the education provider. The visitors wished to remind the education provider that the HCPC need to be informed of any change to the programme leadership for the programme and that the education provider should provide this evidence via the major change process at the earliest opportunity.

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### Section one: Programme details

Name of education provider	University of Winchester
Programme title	BSc (Hons) Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitors	David Childs (Social worker in England) Sheila Skelton (Social worker in England)
HCPC executive	Mandy Hargood
Date of postal review	22 March 2016

### 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
  - Service user and carer involvement in the BSc Social Work Programme
  - BSc Social Work Admissions procedures

### **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

Name of education provider	University of York
Programme title	BA (Hons) in Social Work
Mode of delivery	Full time
Relevant part of the HCPC register	Social worker in England
Name and role of HCPC visitor	Steve Benson (Social worker in England)
HCPC executive	Jamie Hunt
Date of assessment day	13 April 2016

### 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 CVs
  - Module leads 2015/16
  - Service User and Carer Participation Advisory Group minutes – 5 January 2016
  - Service User and Carer Participation Advisory Group web page

### **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

Name of education provider	York St John University
Programme title	BHSc (Hons) Occupational Therapy
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Occupational therapist
Name and role of HCPC visitors	Alison Nicholls (Dietitian) Bernadette Waters (Occupational therapist)
HCPC executive	Alex Urquhart
Date of assessment day	17 February 2016

### 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
- Curriculum vitae for new members of staff
- Programme document for BHSc (Hons) Occupational Therapy

### 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.

#### 3.17 Service users and carers must be involved in the programme.

**Reason:** For this standard the visitors reviewed the standards of education and training (SETs) mapping document which stated that service users and carers are involved in the programme. However, the visitors were not presented with any evidence to demonstrate this involvement, including how service users and carers are trained and supported to deliver their role. The visitors noted that without seeing the evidence to demonstrate how service users and carers were involved in the programme they cannot be certain that the proposed level of involvement will be appropriately delivered. The visitors also noted that they cannot be sure that service users and carers will be supported by the education provider for their involvement on this programme. Therefore, the visitors will need additional documentation to demonstrate how this continues to meet this standard.

**Suggested Documentation:** Information on how service users and carers are involved in the programme, including the training and support provided for service users and carers.

### 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

Name of education provider	York St John University
Programme title	BHSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and role of HCPC visitors	Fleur Kitsell (Physiotherapist) David Childs (Social worker in England)
HCPC executive	Hollie Latham
Date of assessment day	18 February 2016

### 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
  - Validated programme document 2013
  - Major change confirmation email from HCPC dated 1 September 2015
  - Staff curriculum vitae's
  - Physiotherapy interview schedules
  - Induction schedule for values based recruitment and interviewing
  - Professional development timetable
  - Teaching material

### **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.

#### **3.17 Service users and carers must be involved in the programme.**

**Reason:** To evidence this standard the visitors were provided with documentation which suggested that service users and carers are involved in the programme including presentation slides and an interview timetable. However, the documentation provided did not outline a clear strategy for service user and carer involvement in the programme. In addition to this the visitors were not provided with any evidence which demonstrates how service users and carers will be supported by the education provider for their involvement on this programme. The visitors therefore require further documentation which outlines a clear strategy for service user and carer involvement on the programme and how they are adequately supported.

**Suggested Documentation:** Documentation which outlines a clear strategy for service user and carer involvement on the programme, including training and support that is provided.

#### **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.