

Health Professions Council

Visitors report

| | |
|---|---|
| Name of education provider | University of Essex |
| Name and titles of programme(s) | Supplementary Prescribing for Allied Health Professional |
| Date of event | 07.10.05 |
| Proposed date of approval to commence | February 2006 |
| Name of HPC visitors attending (including member type and professional area) | Bob Fellows (Registered Paramedic) Dr. Jean Mooney (Registered Podiatrist) |
| HPC Executive officer(s) (in attendance) | Edward Crowe |
| Joint panel members in attendance (name and delegation): | |

Scope of visit (*please tick*)

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

Part 1.

1.1 Confirmation of meetings held

| | yes | no | n/a |
|--|-------------------------------------|--------------------------|--------------------------|
| Senior personnel of provider with responsibility for resources for the programme | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Programme planning team | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Placements providers and educators | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.2 Confirmation of facilities inspected

| | yes | no |
|-----------------------------------|-------------------------------------|--------------------------|
| Library learning centre | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| IT facilities | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Specialist teaching accommodation | <input type="checkbox"/> | <input type="checkbox"/> |

1.3 Confirmation that particular requirements/specific instructions (if any) of the Education and Training Committee that have been explored e.g. specific aspects arising from annual monitoring reports.

This is a new programme that has not been previously approved by HPC

| Requirement (please insert detail) | yes | no | n/a |
|---|--------------------------|--------------------------|--------------------------|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | |
|---|-----------|
| Proposed student cohort intake number please state | 12 |
|---|-----------|

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

CONDITIONS

Condition One

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

Condition:

The education provider must include details of the delivery of the proposed Supplementary Prescribing programme for Allied Health Professionals, to provide prospective students, employers, placement providers and medical supervisors with the information they require so that they are able to make an informed choice in their decision to link into the proposed programme.

This information must include a timetable of the proposed course to indicate the schedule of how the curriculum is taught, and how the learning objectives are achieved.

Reason:

It was not clear to the HPC visitors that the prospective students had sufficient pre-course information to allow them to make an informed choice prior to applying for a place upon the programme.

Condition Two

SET 2.2.2 Criminal convictions checks;

Condition:

The Education Provider must undertake a CRB check for each student enrolling on the course.

Reason:

Some entrants to the Supplementary Prescribing programme may work entirely within the private sector and therefore may not have had a current CRB check. HPC Registration requires the AHP to give a written undertaking that the AHP Registrant does not have any criminal conviction that prevents HPC-Registration.

The terms of HPC-SET 2.2.2 requires that the course entrant demonstrates to the HEI that they do not have any criminal conviction that infringes their current HPC-Registration, in the same way that a new entrant to an AHP-related undergraduate programme would have to demonstrate to the HEI that they do not have any criminal conviction that would prevent future HPC-Registration

Condition Three**SET 2.2.3 Compliance with any health requirements:****Condition:**

The Education Provider must undertake a health status check for each student enrolling on the course.

Reason:

Some entrants to the Supplementary Prescribing programme may work entirely within the private sector and therefore may not have had a recent positive health status check. HPC Registration requires the AHP to give a written undertaking that the AHP Registrant does not have any health related issues conviction that prevents HPC-Registration. The terms of HPC-SET 2.2.3 requires that the course entrant demonstrates to the HEI that they do not have any health-related issue that infringes their current HPC-Registration, in the same way that a new entrant to an AHP-related undergraduate programme would have to demonstrate to the HEI that they do not suffer from any health-related issues that would prevent future HPC Registration

Condition Four

SET 2.3 Ensure that the education provider has an equal opportunities and anti-discriminatory policy in relation to candidates and students, together with an indication of how this will be implemented and monitored.

Condition:

The education provider should include reference to the existing Trust and WDC policies within the course documentation This should include information on how these policies are implemented and monitored to ensure that all placement-based teaching can be delivered in a non-discriminatory manner

Reason:

The HPC visitors accepted that whilst robust policies were in position for the education provider, this principle must also be current in the practice arena. Thus the HEI must ensure that policies are in place that demonstrate that equal opportunities and anti-discrimination policies are extant within all clinical placements venues.

Condition Five

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

Condition:

The University must include a copy of the pro-forma consent form they intend to use for all AHP students enrolling to the Supplementary Prescribing Programme.

Reason:

The University must ensure that informed consent is gained from all students enrolled on the programme to allow them to act as 'patients' and 'clients' in clinical role play settings. In doing this the HPC would be assured that all students enrolled to the programme accept the nature of the role play in advance, and thus are able to give informed consent to participate in role play exercises inherent within the programme delivery

Condition Six

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

Condition:

The Education Provider must introduce a scheme whereby all mentored placements are visited and approved prior to the student commencing the period of placement with the mentor (See also Condition 5.13: the University could be assured of the current Equal Opportunities Policy at the placement at the same visit)

Reason:

The HPC visitors expect the education provider to visit all placements to ensure that they are fit for purpose. The HEI should not rely upon either previous good experiences in relation to other education programmes, nor rely on the efforts of the student in determining that the placement is 'Fit for purpose'

Condition Seven

SET 5.13 The placement providers must have an equal opportunities and anti-discriminatory policy in relation to candidates and students, together with an indication of how this will be implemented and monitored.

Condition:

The Education Provider must introduce a scheme whereby all mentored placements are visited and approved prior to the student commencing the period of placement with the mentor (See also Condition 5.6: the University could be assured of the appropriateness of the current status of the placement venue at the same visit)

Reason:

The HPC visitors accepted that whilst robust policies were in position for the education provider, they must ensure that this is also reciprocated in the practice arena, by demonstrating that the placement provider has equally robust equal opportunities and anti-discrimination policies towards students attending those placement venues.

Condition Eight

SET 6.3 All assessments must provide a rigorous and effective process by which compliance with external reference frameworks can be measured.

and

SET 6.5 There must be effective mechanisms in place to assure appropriate standards in the assessment.

Condition:

The marking grid / assessment sheet used in the OSCE examination should be presented to the HPC visitors, to assure them that it

- complies with an external reference framework
- allows intra- and inter-cohort consistency of assessment
- allows confidence in this element of the assessment process

Reason:

The assessment of OSCEs has the potential to allow marking to be subjective and / or open to the interpretation of the observers who score individual OSCE stations on the examination day. The use of robust and validated marking criteria will assure the HPC visitors that consistency and equity of assessment can and will be achieved for all students and across all cohorts.

Condition Nine

SET 6.7.5 for the appointment of at least one external examiner from the relevant part of the Register.

Condition:

At least one of the External Examiners to the programme should be an Allied Health Professional whose name has prior inclusion within the relevant area of the Health Professions Council Register

Reason:

It was not made clear within the presented documentation who that person is or what the discipline of that person would be. The HPC visitors would ask that this is clarified and a copy of the signed agreement is made available for their inspection.

Deadline for the Conditions to be met: 12/01/06

RECOMMENDATIONS

Recommendation One

SET 2.2.4 Apply selection and entry criteria, including appropriate academic and/or professional entry standards;

Recommendation:

The University should demonstrate that it has a support / access / key skills programme in place to support those students who have not have studied to diploma / degree level prior to their joining the Supplementary Prescribing (SP) programme.

Reason:

Some entrants to the SP programme, who undertook original AHP-training programmes several years ago may not have studied to diploma / degree level prior to their joining the SP programme and thus may not be aware of the demands that study at Level 3 will require them to demonstrate.

The provision of support / access / key skills programme for these students prior to their entry to the Supplementary Prescribing programme will ensure that all students are given equal opportunity to demonstrate knowledge and learning throughout the Supplementary Prescribing programme

Recommendation Two

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

Recommendation:

The University should demonstrate that there is a programme in place to allow staff development for non-salaried staff that input to the taught areas of the programme

Reason:

This will ensure parity of personal professional development within the programme teaching staff

Recommendation Three

SET 4.2 Integration of theory and practice must be central to the curriculum to enable safe and effective practice.

Recommendation:

As the programme is a new teaching programme for Allied Health Professions (AHPs), we recommend that the University should ensure via its monitoring and evaluation procedures that the appropriate balance is achieved to maintain and support the specific needs of individual AHPs

Reason:

This would ensure that the programme is constantly reviewed and adjusted to reflect the experience of previous cohorts, and thus potentially improve both the delivery of the programme and the learning experience of the students.

Recommendation Four

SET 5.2 There must be an adequate number of appropriately qualified and experienced staff at the placement.

Recommendation:

We recommend that the University ensures that there is an adequate number of appropriately qualified placement teaching staff by encouraging mentors to undertake formal training in mentorship

Reason:

The students learning and experience will be enhanced by appropriately prepared and knowledgeable mentors

Recommendation Five

SET 5.5 The number, duration and range of placements must be appropriate to the achievement of the learning outcomes.

Recommendation:

We recommend that students, whose normal work practice is within specific fields, are allowed access to a wider range of clinical prescribing experiences through the mentored clinical placement programme. We recommend that 25% of the clinical placement programme for all course participants should take place within clinical situations that are different to the main discipline of their normal work programme.

Reason:

We anticipate that such a system to ensure a breadth of mentored clinical prescribing experience would benefit all students, and thus support the breadth of the theoretical component of the programme. The 'exchange programme' could be introduced within each cohort through a scheme of 'mentor exchange' between students.

Recommendation Six

SET 5.8.3 Undertake appropriate practice placement educator training.

Recommendation:

The University is advised to ensure that all new mentors to the clinical placement programme are encouraged to attend formal mentor training. 'Formal mentor training' implies that the mentor will have attended formal clinical placement training programmes offered by the University, or through their attendance at other programmes of mentor training, *such as the GP Vocational training Scheme*.

Reason:

Students will have enhanced placement experience if they are supported by well prepared mentors.

COMMENDATIONS

1. The Visitors thanked the Course Team for the clear documentation they provided to support their request for HPC approval of their proposed programme in Supplementary Prescribing for AHPs.
2. The Visitors commended and thanked the Course Team for ensuring that former students of the Nurse / Pharmacists Supplementary Prescribing programme, and existing Practice placement mentors / Designated Medical Practitioners were invited to input to the Approvals Event.
3. The Visitors commended the inclusion of Appendix VII within the Course Documentation: the inclusion of a clear statement of the rationale, requirement and importance of Confidentiality within the Workplace was most useful.

The nature and quality of instruction and facilities meets the Standards of Education and Training.

We recommend to the Education and Training Committee of the HPC that they approve this programme (subject to the nine conditions being met).

Visitors' signatures:

Bob Fellows

Dr Jean Mooney

Date: October 2005