

## Visitors' report

<b>Name of education provider</b>	University of Lincoln
<b>Programme name</b>	Post Graduate Certificate in Non-Medical Prescribing
<b>Mode of delivery</b>	Part time
<b>Relevant entitlement(s)</b>	Supplementary prescribing Independent prescribing
<b>Date of visit</b>	15 November 2016

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## Executive summary

The Health and Care Professions Council (HCPC) approve educational programmes in the UK which health and care professionals must complete before they can apply to be registered with us. We are a statutory regulator and our main aim is to protect the public. We currently regulate 16 professions. All of these professions have at least one professional title which is protected by law. This means that anyone using a protected title must be registered with us. The HCPC keep a register of health and care professionals who meet our standards for their training, professional skills, behaviour and health.

As well as approving educational programmes for people who want to join the Register, the HCPC also approve a small number of programmes for those already on the Register. The post-registration programmes we currently approve include supplementary prescribing programmes (for chiropodists / podiatrists, dietitians, radiographers and physiotherapists) and independent prescribing programmes (for chiropodists / podiatrists, physiotherapists, and therapeutic radiographers).

The visitors' report which follows outlines the recommended outcome made by the visitors on the approval of the programme. The education provider has until 19 December 2016 to provide observations on this report. This is independent of meeting any conditions. The report and any observations received will be considered by the Education and Training Committee (Committee) on 12 January 2017. At this meeting, the Committee will accept, reject or vary the visitors' recommended outcome, including the conditions. If necessary, the Committee may decide to vary the conditions.

The education provider is due to redraft and resubmit documentary evidence in response to the conditions outlined in this report by 9 January 2017. The visitors will consider this response and make a separate recommendation to the Committee on the approval of the programme. It is anticipated that this recommendation will be made to the Committee on 9 February 2017.

## Introduction

The HCPC visited the programme at the education provider as it was a new programme which was seeking HCPC approval for the first time. This visit assessed the programme against our standards for prescribing for education providers and ensures that those who complete it meet our standards for prescribing for all prescribers and independent prescribers.

This visit was an HCPC only visit. The education provider did not validate or review the programme at the visit and the professional bodies did not consider their accreditation of the programme. The education provider supplied an independent chair and secretary for the visit.

## Visit details

Name and role of HCPC visitors	Gordon Burrow (Chiropodist / podiatrist) James Pickard (Independent prescriber) Ian Prince (Lay visitor)
HCPC executive officer(s) (in attendance)	Rebecca Stent
HCPC observer	Jasmine oduro-Bonsrah
Proposed student numbers	33 per cohort, 2 cohorts per year across the Post Graduate Certificate in Non-Medical Prescribing and Practice Certificate in Non-Medical Prescribing programmes
Proposed start date of programme approval	1 September 2017
Chair	Karin Crawford (University of Lincoln)
Secretary	Bethany Robinson-Benstead (University of Lincoln)

## Sources of evidence

Prior to the visit the HCPC reviewed the documentation detailed below, sent by the education provider:

	Yes	No	N/A
Programme specification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Descriptions of the modules	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mapping document providing evidence of how the education provider has met the standards for prescribing for education providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mapping document providing evidence of how the education provider has met the standards for prescribing for all prescribers and / or independent prescribers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practice placement handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curriculum vitae for relevant staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
External examiners' reports from the last two years	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The external examiner reports seen are from the current running programme not approved by HCPC.

During the visit the HCPC saw the following groups or facilities:

	Yes	No	N/A
Senior managers of the education provider with responsibility for resources for the programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programme team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Placements providers and educators / mentors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Students	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Learning resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specialist teaching accommodation (eg specialist laboratories and teaching rooms)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The students were nurses from the current running programme not approved by HCPC.

## Recommended outcome

To recommend a programme for approval, the visitors must be assured that the programme meets all of our standards for prescribing for education providers and ensures that those who complete it meet our standards for prescribing for all prescribers and independent prescribers.

The visitors agreed to recommend to the Education and Training Committee that a number of conditions are set on the programme, all of which must be met before the programme can be approved.

The visitors agreed that 48 of the standards have been met and that conditions should be set on the remaining two standards.

Conditions are requirements that the education provider must meet before the programme can be approved. Conditions are set when certain standards for prescribing have not been met or there is insufficient evidence of the standard being met.

The visitors did not make any recommendations for the programme.

Recommendations are observations on the programme or education provider which do not need to be met before the programme can be approved. Recommendations are made to encourage further enhancements to the programme, normally when it is felt that the particular standard for prescribing has been met at, or just above the threshold level.

## Conditions

### **E.8 Assessment regulations, or other relevant policies, must clearly specify requirements for approved programme being the only programmes which contain any reference to an HCPC protected title or part of the HCPC Register in their named award.**

**Condition:** The education provider must ensure that all programme documentation reflects that successful completion of this programme leads to eligibility to apply for supplementary and independent prescribing annotations on the HCPC Register.

**Reason:** From a review of the documentation prior to the visit, the visitors noted that, on page 5 of the programme specification, it is stated that successful completion of the programme leads to eligibility to apply for a supplementary prescribing annotation on the HCPC Register. However, as successful completion of this programme leads to eligibility to apply for supplementary and independent prescribing annotations, this documentation is currently inaccurate. Therefore, the visitors require further evidence to demonstrate that all programme documentation accurately reflects the fact that students are eligible to apply for both supplementary and independent prescribing annotations on the HCPC Register.

### **E.10 Assessment regulations must clearly specify requirements for the appointment of at least one external examiner who must be appropriately experienced and qualified and, unless other arrangements are agreed, be from a relevant part of the HCPC Register.**

**Condition:** The education provider must provide further evidence to demonstrate that the assessment regulations clearly specify requirements for the appointment of at least one external examiner who must be appropriately experienced and qualified and, unless other arrangements are agreed, be from a relevant part of the HCPC Register.

**Reason:** From a review of the documentation prior to the visit, the visitors noted that the education provider has two external examiners in place for this programme and the visitors were satisfied that these external examiners would be appropriate. However, the visitors did not see evidence of a policy which stipulates that there must be at least one external examiner who is appropriately experienced and qualified and, unless other arrangements are agreed, from a relevant part of the HCPC Register. At the visit, the visitors were provided with the education provider's assessment regulations which states that "Heads of School are responsible for ensuring that specific requirements in relation to external examining which may be stipulated by relevant professional, statutory or regulatory bodies (PSRBs) are satisfied." However, the visitors could not be certain from this evidence that this would mean that the HCPC standard would be met as it is not clearly stated that the external examiners must be appropriately experienced and qualified and, unless other arrangements are agreed, from the relevant part of the HCPC Register. As such, the visitors require further evidence to demonstrate that there is a statement in the assessment regulations for this programme which specifies requirements for the appointment of at least one external examiner who must be appropriately experienced and qualified and, unless other arrangements are agreed, from a relevant part of the HCPC Register.

Gordon Burrow  
James Pickard  
Ian Prince