

Health Professionals Council
Department of Education and Policy

Visitors report

Name of education provider	University of the West of England, Bristol
Name and titles of programme(s)	BSc (Hons) Occupational Therapy (f/t route) BSc (Hons) Occupational Therapy (p/t route) Graduate Diploma in Occupational Therapy (f/t route) Graduate Diploma in Occupational Therapy (p/t route)
Date of event	19 / 20 May 2005
Proposed date of approval to commence	September 2005
Name of HPC visitors attending (including member type and professional area)	Dr Judith Martin: HPC Visitor, Occupational Therapy Dr Nicola Spalding: HPC Visitor, Occupational Therapy
HPC Executive officer(s) (in attendance)	Sharon Woolf: HPC Education Manager (Approvals and Annual Monitoring)
Joint panel members in attendance (name and delegation):	Jan Jensen: College of Occupational Therapists Vincent McKay: College of Occupational Therapists Remy Reyes: COT Validation Officer Adrienne Mason (Chair): UWE Dr Siamak Noroozi: UWE Dr Emma Weitkamp: UWE Dr Tony Westcott: UWE Mrs Annie Turner: UWE, Independent OT Advisor Wendy Hopkins: UWE, Academic Secretariat

Scope of visit (please tick)

New programme	<input checked="" type="checkbox"/>
Major change to existing programme	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>
Placements providers and educators	√	<input type="checkbox"/>	<input type="checkbox"/>

1.2 Confirmation of facilities inspected

	yes	No
Library learning centre	√	<input type="checkbox"/>
IT facilities	√	<input type="checkbox"/>
Specialist teaching accommodation	√	<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.

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

Proposed student cohort intake number please state	20 f/t including 2 Grad Dip 30 p/t including 2 Grad Dip
--	--

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

CONDITIONS

SET 2 Programme admissions

The admission procedures must:

2.2.2 criminal convictions checks;

Condition: Amend the documentation to show that Enhanced criminal conviction checks are required and that there is a system in place to monitor these checks during each level of the programmes.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents and is a requirement of the Department of Health.

2.2.3 compliance with any health requirements; and

Condition: Amend the documentation to identify the procedures for the monitoring of students' health throughout the programmes.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

2.2.4 appropriate academic and/or professional entry standards;

Condition: Amend the documentation for the Graduate Diploma programmes to provide explicit details of the first degree in relation to its currency and relevant subject areas.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

2.2.5 accreditation of Prior Learning and other inclusion mechanisms

Condition: Amend the documentation to clarify the criteria and mechanisms for AL/AEL to ensure that all students achieve all the Standards of Proficiency for Occupational Therapists.

Reason: To ensure that all students achieve the Standards of Proficiency for Occupational Therapists.

SET 3. Programme management and resource standards

3.5 Subject areas must be taught by staff with relevant specialist expertise and knowledge.

Condition: To articulate as discussed in the Panel Meeting the system that is in place for assuring the teaching quality provided by visiting lecturers.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

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

Condition: Provide evidence that there is a system in place for signed Student Consent where students participate as patients or clients in practical and clinical teaching.

Reason: No evidence was provided of the protocols.

3.11 Throughout the course of the programme, the education provider must have identified where attendance is mandatory and must have associated monitoring mechanisms in place.

Condition: Articulate the attendance policy and the system for monitoring attendance.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

SET 4. Curriculum Standards

4.2 The programme must reflect the philosophy, values, skills and knowledge base as articulated in the curriculum guidance for the profession.

Condition: Amend the documentation to make explicit reference to the HPC's guidance for the Standards of Proficiency for Occupational Therapists

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents particularly in the Bibliographies.

4.6 The range of learning and teaching approaches used must be appropriate to the subjects in the curriculum.

Condition (i): To articulate explicitly in the documentation how the learning and teaching approaches support the students' progression through the levels of the programmes.

Condition (ii): To amend the Table of the Programme Structure of the BSc (Hons) and Graduate Diploma Occupational Therapy full-time programmes to outline the level change that occurs in Year 2.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

SET 5. Practice placements standards

5.4 Learning, teaching and supervision must be designed to encourage safe and effective practice, independent learning and professional conduct.

Condition: To make explicit in the Learning Contract for all placements that the learning outcomes that ensure safe and effective practice are compulsory.

Reason: To ensure that the students meet the Standards of Proficiency and are eligible to register with the HPC.

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

Condition: To articulate as discussed in the Panel meeting the systems that are in place for auditing and monitoring placements.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

SET 6. Assessment standards

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

Condition: (See also SET 5.4) Make explicit in the Learning Contract for all placements that the learning outcomes that ensure safe and effective practice are compulsory.

Reason: To ensure that the students meet the Standards of Proficiency and are eligible to register with the HPC.

Condition: HPC will expect to see in the first Annual Programme Monitoring Report the details of the Fitness to Practise procedures that are currently being developed.

Reason: No system is currently in place to monitor Fitness to Practise.

6.7 Assessment regulations clearly specify requirements:

6.7.1 for student progression and achievement within the programme;

Condition: Amend the documentation to make it explicit that all modules must be passed prior to progression to the next level of the programmes.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

6.7.2 for awards which do not provide eligibility for inclusion onto the Register not to contain any reference to an HPC protected title in their title;

Condition: Make an explicit statement about which exit awards do not lead to eligibility for registration.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

6.7.3 for an aegrotat award not to provide eligibility for admission to the Register; and

Condition: Make an explicit statement that an aegrotat award does not provide eligibility for registration.

Reason: This detail was not provided in the Programme Specifications or the Curriculum Documents.

Deadline for *Conditions* to be met:

To be submitted to Approvals Committee on:

Commendations

- UWE On-Line

Set 3.12

Reason: The University's on-line facility appeared well organised and maintained. It provided additional learning support for students that were accessible off site at the time that the students wanted to engage with their learning.

- Occupation Themed Curriculum

Set 4.2

Reason: Occupation was a strong theme throughout the programmes with a logical progression through the three levels. Graduates are likely to have a strong professional basis for their future practice.

Areas of Good Practice

- Student support and accessibility of staff

Set 3.10

Reason: The HPC visitors were impressed by the high level of support given to students outside of the teaching contact time. The students particularly valued the staff being readily available to them.

- Engagement of lecturers in practice

Set 4.4

Reason: This helps to ensure currency in the curriculum.

- Visiting Tutor Check List

Set 5.11

Reason: This was seen as a valuable tool to help to ensure equity of support on placement visits for students and could provide important information for placement monitoring.

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 any conditions being met).

Visitors' signatures:

**Dr Judith Martin
University of Liverpool**

**Dr Nicola Spalding
University of East Anglia**

Date: May 2005