

Health Professionals Council
Department of Education and Policy

Visitors report

Name of education provider	University of Plymouth
Name and titles of programme(s)	Supplementary Prescribing
Date of event	9 th February 2006
Proposed date of approval to commence	AHP Intake September 2006
Name of HPC visitors attending (including member type and professional area)	Marcus Bailey (Paramedic) Bob Dobson (Paramedic)
HPC Executive officer(s) (in attendance)	Jo Kemp Karen Scott
Joint panel members in attendance (name and delegation):	<p>Will Diver Principal Lecturer in Geology, Faculty of Science (Chair)</p> <p>Ruth Clemow FHSW Quality Manager/ Associate Dean, Learning & Teaching Nominee</p> <p>Mel Joyner Associate Dean (Learning & Teaching), Faculty of Social Science & Business</p> <p>Gordon Deakin Acting Principal Lecturer in Psychological Interventions</p> <p>Mrs Judith Forward Senior Lecturer, University of West of England Bristol, External Advisor</p>

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	X		
Programme planning team	X		
Placements providers and educators:	X		

1.2 Confirmation of facilities inspected

	yes	No
Library learning centre	X	
IT facilities	X	
Specialist teaching accommodation	X	

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"/>	<input checked="" type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Proposed student cohort intake number please state	60 twice a year
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The following summarises the key outcomes of the approvals event and provides reasons for the decision.

CONDITIONS

SET 2.1 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 1: The programme paperwork must include all relevant information that allows potential students to make an informed choice of the programme. The documentation must be accurate in relation to terminology and referencing the HPC inappropriately.

Reason: Documentation is incomplete with regards to unit numbers and inaccuracies related to the HPC terminology as a professional body. The documents need to be reviewed in order to ensure consistency of information.

SET 2.2.2 criminal convictions checks;

Condition 2: The University must ensure students entering the programme have had a criminal conviction check.

Reason: There is currently no criminal conviction check carried out by the University. This is vital as the programme could accept NHS, private and independent practitioners. This acts as a safe guard for those who may not have completed a CRB check.

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 3: The University must have a process for obtaining student consent for participation in scenario or role play teaching. The students must be aware of this prior to commencing the course

Reason: The course team stated that role play and scenario work is undertaken although no process for collection of consent was seen. The students were also not informed of this prior to commencing the course.

SET 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 4: The programme must have a defined compulsory attendance level set. There must be a process for monitoring. There must be a mechanism in place to ensure attendance below the set level is made up prior to the programme being completed.

Reason: The programme team verbally expressed the importance of all sessions taught on the programme. However at this stage they have no set attendance level. The content is vital for public protection and the course team needs to set a minimum level based around student achievement and public safety. This should be clearly described in any course or student handbook to ensure students are aware of the importance of attendance.

- SET 5.7.1 the learning outcomes to be achieved;**
SET 5.7.2 timings and the duration of any placement experience and associated records to be maintained;
SET 5.7.3 expectations of professional conduct;
SET 5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and
SET 5.7.5 communication and lines of responsibility.

Condition 5: The University must have a system in place to ensure practice placement educators (in this case Designated Medical Practitioners) are fully prepared to accept students on this programme. The DMP should also have a clear channel of communication to the University to ensure any issues arising are dealt with in a timely and appropriate manner.

Reason: Students described some instances of the DMP not being aware of their role, the course outcomes and assessment procedure. These elements are vitally important to ensure student achievement, consistency of experience and validity of the assessment process. Although the DMP receive a handbook it is difficult to measure whether the information has been read and questions raised prior to students commencing in the placement area.

- 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 6: The University must ensure that placement areas have an equal opportunity and anti-discriminatory policy that the students will adhere to.

Reason: In the documentation the course team made reference to the Universities policies but did not specifically relate these to the practice settings. Not all placements will be within the NHS.

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

Condition 7: At least one external examiner from the HPC register who is qualified Supplementary Prescribe must be appointed prior to the course commencing.

Reason: No external examiner from the HPC has been appointed. Only one needs to be appointed from the professional groups who may supplementary prescribe.

Deadline for *Conditions* to be met: 28th March 2006
To be submitted to Approvals Committee on: 6th April 2006

Recommendations

SET 3.4 The must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Recommendation: The school should continue with its recruitment of AHP's to the Supplementary Prescribing teaching team

Reason: The course team have developed a summer school with some uptake of places from AHP's on Supplementary Prescribing. This should be developed to ensure that all AHP's who can Supplementary Prescribe have professionals who can teach and offer professional advice on programme content.

SET 5.8.3 undertake appropriate practice placement educator training.

Recommendation: It is recommended that the course team develop a practice placement educator training plan for AHP's.

Reason: This is to develop the placements and participation of DMP's in the delivery of practice experience. Face to face contact would ensure communication of requirements and expectations from all parties.

Commendations

1. The University should be commended for the quality assurance mechanisms that exist that give a robust platform for continual improvement and monitoring.
2. The support and engagement of external reference points to support the course team should be commended. This is evident in the programme design.
3. The support for the programme from the university is evident. This combined with the openness of the course team to listen and action feedback should ensure a programme that remains fit for purpose.

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:

Marcus Bailey:

Bob Dobson: