

Annual monitoring visitors' report

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Section one: Programme details

Name of education provider	Aston University
Programme title	Aston Certificate in Audiology
Mode of delivery	Part time
Relevant part of the HCPC register	Hearing aid dispenser
Name and profession of HCPC visitor	Richard Sykes (Hearing aid dispenser) Pauline Etkin (Arts therapist)
HCPC executive	Amal Hussein
Date of assessment day	27 February 2014

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
 - Reflective Practice Piece, Questions and Layout
 - Guidance for Year 1 and Year 2
 - Marking notes for the Reflective Practice Piece
 - Individual marking sheets
 - Peer review and 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	Aston University
Programme title	BSc (Hons) Audiology with Professional Training
Mode of delivery	Full time
Relevant part of the HCPC register	Hearing aid dispenser
Name and profession of HCPC visitors	Richard Sykes (Hearing aid dispenser) Dianne Gammage (Arts therapist)
HCPC executive	Amal Hussein
Date of assessment day	27 February 2014

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
 - Patient Action Plan
 - Education Commissioning for Quality Report 2012-13
 - Education Provider ECQ Self Assessment 2012-2013
 - Education Provider ECQ Self Assessment 2013-2014

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.

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Section one: Programme details

Name of education provider	Aston University
Programme title	Foundation Degree in Hearing Aid Audiology
Mode of delivery	Full time
Relevant part of the HCPC register	Hearing aid dispenser
Name and profession of HCPC visitors	Richard Sykes (Hearing aid dispenser) Dianne Gammage (Arts therapist)
HCPC executive	Amal Hussein
Date of assessment day	27 February 2014

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
 - Patient Action Plan
 - Education Commissioning for Quality Report 2012-13
 - Education Provider ECQ Self Assessment 2012-2013
 - Education Provider ECQ Self Assessment 2013-2014

Section three: Additional documentation

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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 profession of HCPC visitors	Robert Stratford (Educational psychologist) Margaret Foster (Occupational therapist)
HCPC executive	Ruth Wood
Date of assessment day	19 February 2014

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 Regulations for the Society's Postgraduate Qualifications in support of a minor change which affects SET 2.3.

- There are no external examiner reports for one year ago (2012 – 2013). The programme was approved in 2011 and therefore the 2011 – 2012 external examiner report is the first undertaken. The 2012 – 2013 candidates are currently being assessed and the external examination process will commence once all of the assessments are complete.

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 they have only been able to see full quality monitoring documents (annual monitoring reports, external examiner reports response to external examiner reports) for one cohort of the programme (2011 – 2012). The visitors agreed the threshold level of the standards continues to be met however they also saw evidence that issues had arisen during the year with regard to programme management (annual monitoring report November 2013 (assessor group changes and office bearers on the committee)). The visitors wish to highlight that the HCPC major change process should be used for changes to the programme that may impact on how the programme is delivered.

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Section one: Programme details

Name of education provider	British Psychological Society
Programme title	Qualification in Health Psychology (Stage 2)
Mode of delivery	Flexible
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Health psychologist
Name and profession of HCPC visitor	Maureen Henderson (Dietician) Anthony Ward (Health psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	19 February 2014

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 Regulations for the Society's Postgraduate Qualifications

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	Dietician
Name and profession of HCPC visitor	Maureen Henderson (Dietician) Anthony Ward (Practitioner psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	19 February 2014

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 module descriptors
 - Rationale for curriculum changes

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.

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- 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) Speech and Language Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Speech and language therapist
Name and profession of HCPC visitors	Aileen Patterson (Speech and language therapist) Dianne Gammage (Arts therapist) Shaaron Pratt (Radiographer)
HCPC executive	Nicola Baker
Date of assessment day	27 February 2014

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
 - Proposal for modification of modules

- Periodic Review Self Evaluation Document
- Periodic Review Panel Chair's 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.

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- 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 programme has made amendments to the curriculum, including an increased focus on adult neurology. An external examiner report from 2012 - 13 commented on an under-representation of staff who can teach in this area. The visitors therefore recommend that the education provider keep under review the teaching of this area in order to ensure that the delivery of the curriculum continues to be effective.

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Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Name of awarding / validating body	University of Wales
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 profession of HCPC visitors	Aileen Patterson (Speech and language therapist) Dianne Gammage (Arts therapist) Shaaron Pratt (Radiographer)
HCPC executive	Nicola Baker
Date of assessment day	27 February 2014

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

- Proposal for modification of modules
- Periodic Review Self Evaluation Document
- Periodic Review Panel Chair's Report

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- 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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The visitors noted that the programme has made amendments to the curriculum, including an increased focus on adult neurology. An external examiner report from 2012 - 13 commented on an under-representation of staff who can teach in this area. The visitors therefore recommend that the education provider keep under review the teaching of this area of the curriculum in order to ensure that the delivery of the whole curricula continues to be effective.

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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	Dietician
Name and profession of HCPC visitor	Maureen Henderson (Dietician) Anthony Ward (Practitioner psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	19 February 2014

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 module descriptors

Section three: Additional documentation

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Section four: Recommendation of the visitors

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- 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	Dietician
Name and profession of HCPC visitor	Maureen Henderson (Dietician) Anthony Ward (Practitioner psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	19 February 2014

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 module descriptors

Section three: Additional documentation

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Section one: Programme details

Name of education provider	Cardiff Metropolitan University
Programme title	Pharmacology (PR)
Mode of delivery	Part time
Relevant entitlements	Prescription only medicine
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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 – Alan Phelan
 - Assessment regulations
 - Programme specification - MSc Musculoskeletal Studies (Lower Limb)
 - Module descriptors - MSc Musculoskeletal Studies (Lower Limb)
 - Staff CVs - MSc Musculoskeletal Studies (Lower Limb)
 - Programme handbook - MSc Musculoskeletal Studies (Lower Limb)

- Equal opportunities policy
- Verification, appeals and complaints

This programme is being offered to students in June 2014 for the first time since 2009. Therefore none of the key documentation as identified in the checklist above is available.

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
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Section four: Recommendation of the visitors

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- 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 information provided, the visitors noted that much of the documentation referred to MSc Musculoskeletal Studies (Lower Limb) programme, which this programme sits within. For future annual monitoring audits, the visitors would like to suggest that the programme team consider presenting the documentation in relation to the Pharmacology (PR) programme only, to ensure that any changes can be more clearly identified. The visitors also noted reference to the HCPC's former name, the Health Professions Council (HPC) in the documentation. The visitors therefore suggest that the programme team review all documentation to ensure that the terminology used is accurate, consistent and reflective of the language associated with statutory regulation and the HCPC.

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Section one: Programme details

Name of education provider	Institute of Arts in Therapy & Education
Name of validating body	London Metropolitan University
Programme title	MA Integrative Arts Psychotherapy
Mode of delivery	Part time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Art therapist
Name and profession of HCPC visitors	Phillipa Brown (Art therapist) Stephen Fisher (Occupational psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	27 February 2014

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 IAP Handbook 2012 – 2013
 - Guidelines for clinical placements
 - Subject standards award report for 2011-2012 and 2012-2013

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

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

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- 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	Institute of Education, University of London
Programme title	Doctorate in Professional Educational, Child and Adolescent Psychology (DEdPsy)
Mode of delivery	Full time
Relevant part of the HCPC register	Practitioner psychologist
Relevant modality	Educational psychologist
Name and profession of HCPC visitors	Robert Stratford (Educational psychologist) Margaret Foster (Occupational therapist)
HCPC executive	Ruth Wood
Date of assessment day	19 February 2014

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 updated version 2013
 - Practice Placement Partnership Agreement
 - Programme Handbook and Y3 Handbook

This audit submission did not include the internal quality report for one year ago (2012 – 2013). Internal annual monitoring dates have changed so the report was not available at the HCPC annual monitoring assessment day. The visitors requested the education provider submit this report as a request for additional documentation (SET 3.3).

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.

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

Reason: The annual monitoring audit form detailed the programmes internal annual monitoring dates now occur in March each year. This meant the internal quality documents were not available for the assessment day at which this programme was reviewed by the visitors. The visitors require the education provider to submit the internal quality monitoring documents for 2012 – 2013 to complete this audit submission. This will allow the visitors to determine the programme continues to have regular monitoring and evaluation systems in place to meet this SET.

Suggested documentation: The internal quality monitoring documents for 2012 – 2013.

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	Nordoff Robbins
Name of validating body	City University
Programme title	MA in Music Therapy (Community Music Therapy / Nordoff-Robbins)
Mode of delivery	Full time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Music therapist
Name and profession of HCPC visitor(s)	Philippa Brown (Art therapist) Gail Brand (Music therapist)
HCPC executive	Mandy Hargood
Date of postal review	5 March 2014

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 to External Examiner's Report 2012 – 2013: Policy on Referencing and Citation
 - Appendix to External Examiner's Report 2012 – 2013: Policy on Dress Code

- PhD certificate for Simon Procter

No external examiner report or response for two years ago has been provided as there were no students on the programme and nothing for an examiner to review.

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	Diploma in Higher Education Hearing Aid Audiology
Mode of delivery	Full time
Relevant part of the HCPC register	Hearing aid dispenser
Name and profession of HCPC visitors	Richard Sykes (Hearing aid dispenser) Dianne Gammage (Arts therapist)
HCPC executive	Amal Hussein
Date of assessment day	27 February 2014

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 E Wilson

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	MSc Art Psychotherapy (International)
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Art therapist
Name and profession of HCPC visitors	Phillipa Brown (Art therapist) Stephen Fisher (Occupational psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	27 February 2014

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
 - Complaints Procedure
 - Updated Complaints Procedure.

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	MSc Diagnostic Radiography (pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and profession of HCPC visitors	Aileen Patterson (Speech and language therapist) Pauline Etkin (Arts therapist) Shaaron Pratt (Diagnostic radiographer)
HCPC executive	Nicola Baker
Date of assessment day	27 February 2014

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 an internal quality report, external examiner's report or response to external examiner's report from two years ago, as the programme's first intake was in January 2012.

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 there was a projected increase in student intake referred to in the approval report for the programme. The internal monitoring report states that their 'maximum' number of students was recruited to the programme in January 2013, and that, "...an additional member of staff would provide not only additional expertise for this programme but also some flexibility of delivery, increased potential for research supervision and additional personal academic support for students". There was no detail provided as to whether the student intake had increased from the level approved at the visit. The visitors remind the programme team that any significant increases in the student intake should be reported to the HCPC via the major change process to ensure that the resources available to effectively deliver the programme remain sufficient.

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Section one: Programme details

Name of education provider	Queen Margaret University
Programme title	MSc Music Therapy (Nordoff Robbins)
Mode of delivery	Full time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Music therapist
Name and profession of HCPC visitors	Aileen Patterson (Speech and language therapist) Pauline Etkin (Music therapist) Shaaron Pratt (Diagnostic radiographer)
HCPC executive	Nicola Baker
Date of assessment day	27 February 2014

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 students complaints procedure

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 Diagnostic Radiography (pre-registration)
Mode of delivery	Full time
Relevant part of the HCPC register	Radiographer
Relevant modality	Diagnostic radiographer
Name and profession of HCPC visitors	Aileen Patterson (Speech and language therapist) Pauline Etkin (Arts therapist) Shaaron Pratt (Diagnostic radiographer)
HCPC executive	Nicola Baker
Date of assessment day	27 February 2014

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 an internal quality report, external examiner's report or response to external examiner's report from two years ago, as the programme's first intake was in January 2012.

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 there was a projected increase in student intake referred to in the approval report for the programme. The internal monitoring report states that their 'maximum' number of students was recruited to the programme in January 2013, and that, "...an additional member of staff would provide not only additional expertise for this programme but also some flexibility of delivery, increased potential for research supervision and additional personal academic support for students". There was no detail provided as to whether the student intake had increased from the level approved at the visit. The visitors remind the programme team that any significant increases in the student intake should be reported to the HCPC via the major change process to ensure that the resources available to effectively deliver the programme remain sufficient.

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Section one: Programme details

Name of education provider	Queen Margaret University
Programme title	Pharmacology for Podiatrists
Mode of delivery	Part time
Relevant entitlements	Prescription only medicine
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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

From a review of the information provided, the visitors noted that much of the documentation referred to MSc Podiatry programme, which this programme sits within. For future annual monitoring audits, the visitors would like to suggest that the programme team consider presenting the documentation in relation to the Pharmacology for Podiatrists programme only, to ensure that any changes to the programme can be more clearly identified. The visitors also noted reference to the HCPC's former name, the Health Professions Council (HPC) in the documentation. The visitors therefore suggest that the programme team review all documentation to ensure that the terminology used is accurate, consistent and reflective of the language associated with statutory regulation and the HCPC.

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Section one: Programme details

Name of education provider	Roehampton University
Programme title	MA Art Psychotherapy
Mode of delivery	Full time Part time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Art therapist
Name and profession of HCPC visitors	Phillipa Brown (Art therapist) Stephen Fisher (Occupational psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	27 February 2014

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
 - Plan of new studios
 - Photographs of new studios

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	BSc (Hons) Occupational Therapy (Practice Based Learning)
Mode of delivery	Work based learning
Relevant part of the HCPC register	Occupational therapist
Name and profession of HCPC visitors	Margaret Foster (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ruth Wood
Date of assessment day	19 February 2014

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	Sheffield Hallam University
Programme title	BSc (Hons) Physiotherapy (Practice Based Learning)
Mode of delivery	Work based learning
Relevant part of the HCPC register	Physiotherapist
Name and profession of HCPC visitors	Karen Harrison (Physiotherapist) Mary Popeck (Biomedical scientist)
HCPC executive	Hollie Latham
Date of assessment day	19 February 2014

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	Sheffield Hallam University
Programme title	Diploma of Higher Education Paramedic Practice
Mode of delivery	Full time
Relevant part of the HCPC register	Paramedic
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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 - Professional Issues in Paramedic Practice 1

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 there were references to the HCPC's former name, the Health Professions Council (HPC) in the module descriptor for Professional Issues in Paramedic Practice 1. The visitors suggest that the programme team review all documentation to ensure that the terminology used is accurate, consistent and reflective of the language associated with statutory regulation and the HCPC.

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Section one: Programme details

Name of education provider	Sheffield Hallam University
Programme title	Supplementary Prescribing
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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 - Donal Joseph Deehan (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	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 profession of HCPC visitors	Karen Harrison (Physiotherapist) Mary Popeck (Biomedical scientist)
HCPC executive	Hollie Latham
Date of assessment day	19 February 2014

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
 - Letter of confirmation of successful annual monitoring for 2012-13
 - Letter of confirmation of successful major change for 2013-14

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 from the academic year 2011-12, the education provider received formal notification that they will no longer be able to place students in Edinburgh or Inverness for their practice placements. This has reduced the number of available placements from 20 to 12. As a result of this, the education provider has also reduced the number of places offered on the programme from 20 to 12. The visitors suggest that the education provider continues to monitor the number of available placements in relation to student numbers on the programme. The visitors would also like the programme team to consider how best to inform the HCPC of further changes to placement provision, which could potentially be through the major change process.

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Section one: Programme details

Name of education provider	The Robert Gordon University
Programme title	BSc (Hons) Nutrition and Dietetics
Mode of delivery	Full time
Relevant part of the HCPC register	Dietician
Name and profession of HCPC visitor	Maureen Henderson (Dietician) Anthony Ward (Practitioner psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	19 February 2014

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
 - PVG letter
 - PVG guidance document
 - NES Audit tool guidance
 - NES Audit tool sections 1,2,3 and 4
 - Dietetic Practice Education Update

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	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of the HCPC register	Occupational therapist
Name and profession of HCPC visitors	Margaret Foster (Occupational therapist) Robert Stratford (Practitioner psychologist)
HCPC executive	Ruth Wood
Date of assessment day	19 February 2014

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
 - Health Sciences Undergraduate Course Brochure 2014
 - Fitness to Practice Policy
 - Occupational Health Policy
 - Practice placement evidence (Copy of Example Practice Placement Agreement and Audit tools)

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	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Relevant part of the HCPC register	Physiotherapist
Name and profession of HCPC visitors	Karen Harrison (Physiotherapist) Mary Popeck (Biomedical scientist)
HCPC executive	Hollie Latham
Date of assessment day	19 February 2014

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
 - Practice placement agreement & QSPP
 - Fitness for practice policy
 - Staff CVs
 - Team response to annual report for one and 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	The Robert Gordon University
Programme title	Non-medical prescribing
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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

From a review of the information provided, the visitors noted that some of the documentation referred to other programmes, for example, the MSc Advanced Clinical Practice programme (Appendix five, p 25). The visitors would like to suggest that for future annual monitoring audits, the programme team consider presenting the documentation in relation to the Non-medical prescribing programme only, to ensure that any changes to the programme can be more clearly identified.

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Section one: Programme details

Name of education provider	University of Essex
Programme title	BSc (Hons) Biomedical Sciences (Integrated)
Mode of delivery	Full time
Relevant part of the HCPC register	Biomedical scientist
Name and profession of HCPC visitors	Karen Harrison (Physiotherapist) Mary Popeck (Biomedical scientist)
HCPC executive	Hollie Latham
Date of assessment day	19 February 2014

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	Practice Certificate in Supplementary Prescribing for Allied Health Professionals
Mode of delivery	Part time
Relevant entitlements	Supplementary prescribing
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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 Review Meeting agenda
 - Module leaders summary report
 - Teaching learning and quality and enhancement committee minutes
 - Response to teaching learning and quality and enhancement committee 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	University of South Wales
Programme title	Supplementary Prescribing
Mode of delivery	Full time
Relevant entitlements	Supplementary prescribing
Name and profession of HCPC visitors	Mark Nevins (Paramedic) Catherine Smith (Chiropodist / podiatrist)
HCPC executive	Louise Devlin
Date of assessment day	19 February 2014

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 above documents were not provided as part of this audit submission, as the programme has not run since the last annual monitoring audit.

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 in the documentation that the programme has not run since the last annual monitoring audit. In light of this, the visitors would like to suggest that the programme team considers how the programme continues to meet SET 4.4, to ensure that the curriculum remains relevant to current practice, in regards to future monitoring processes.

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Section one: Programme details

Name of education provider	University of the West of Scotland
Programme title	Advanced Non-Medical Prescribing
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and profession of HCPC visitors	Paul Bates (Paramedic) Alison Wishart (Podiatrist)
HCPC executive	Ruth Wood
Date of assessment day	27 February 2014

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
 - Staff Curriculum Vitae
 - Coursework guidelines (level 9 and level 11)
 - DMP booklet – Dec 2013
 - NMP application pack for February 2014
 - NMP competency assessment tool 2013-2014
 - NMP Programme Specification for January 2014

- UWS NMP staff list – December 2013
- V300 Programme handbook for 2013-14
- UWS on-line application template
- UWS 'Looking Forward' – Strategic Plan (2008-2015)
- UWS Assessment Handbook for Staff (2013-2014)
- UWS Court & Senate Office Regulatory Framework (2013-2014)
- UWS Learning Teaching and Assessment Strategy 2011-2015
- NMC (2006) Standards of Proficiency for nurse and midwife Prescribers

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 the West of Scotland
Programme title	BSc (Hons) Applied Biomedical Sciences
Mode of delivery	Full time
Relevant part of the HCPC register	Biomedical scientist
Name and profession of HCPC visitors	Karen Harrison (Physiotherapist) Mary Popeck (Biomedical scientist)
HCPC executive	Hollie Latham
Date of assessment day	19 February 2014

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
 - Employers Liaison group Agenda 2012 and 2013
 - Employers Liaison group Minutes 2012 and 2013
 - CVs of newly appointed academic staff in area of Biomedical Science

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 the West of Scotland
Programme title	Non-Medical Prescribing
Mode of delivery	Part time Flexible
Relevant entitlement	Supplementary prescribing
Name and profession of HCPC visitors	Paul Bates (Paramedic) Alison Wishart (Podiatrist)
HCPC executive	Ruth Wood
Date of assessment day	27 February 2014

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
 - Staff Curriculum vitae
 - Coursework guidelines (level 9 and level 11)
 - DMP booklet – Dec 2013
 - NMP application pack for February 2014
 - NMP competency assessment tool 2013-2014

- NMP Programme Specification for January 2014
- UWS NMP staff list – December 2013
- V300 Programme handbook for 2013-14
- UWS on-line application template
- UWS 'Looking Forward' – Strategic Plan (2008-2015)
- UWS Assessment Handbook for Staff (2013-2014)
- UWS Court & Senate Office Regulatory Framework (2013-2014)
- UWS Learning Teaching and Assessment Strategy 2011-2015
- NMC (2006) Standards of Proficiency for nurse and midwife Prescribers

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 University of South Wales (Formerly University of Wales, Newport)
Name of validating body	University of Wales
Programme title	MA Art Psychotherapy
Mode of delivery	Part time
Relevant part of the HCPC register	Arts therapist
Relevant modality	Art therapist
Name and profession of HCPC visitors	Phillipa Brown (Art therapist) Stephen Fisher (Occupational psychologist)
HCPC executive	Mandy Hargood
Date of assessment day	27 February 2014

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
 - University of South Wales Regulations for Taught Courses
 - Procedures for Annual Monitoring

- Student Complaints Regulations
- Policy and Procedure Governing Fitness to Practice
- Module Specifications Handbook
- MA ART Psychotherapy Student Handbook Year 1
- MA ART Psychotherapy Therapy Student Handbook Year 2 & 3
- MA ART Psychotherapy Research and Dissertation Module Handbook
- MA ART Psychotherapy Clinical Placement 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.

Section five: Visitors' comments

On reading the documentation provided, the visitors noted that the audit mapping document described the changes to the programme validator. This change occurred outside of the period of this audit which looked at the last two academic years 2011-2012 and 2012-2013. The visitors didn't find this conducive to scrutinising the documentation. As such the visitors would suggest to the programme team that when preparing their audit submission in future years that the guidance notes are followed. If there are changes that refer to the academic session currently in operation, which did not retrospectively affect the programme in the past two academic years, these changes should be reported via the major change process through which they can be looked at appropriately.

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Section one: Programme details

Name of education provider	University of Worcester
Programme title	FdSc Paramedic Science
Mode of delivery	Full time
Relevant part of the HCPC register	Paramedic
Name and profession of HCPC visitors	Paul Bates (Paramedic) Alison Wishart (Podiatrist)
HCPC executive	Ruth Wood
Date of assessment day	27 February 2014

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
 - Institute Quality Committee Minutes 17 September 2013 and 11 September 2012
 - FD Paramedic Science - Title Change submission to UE - July 13

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

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Section one: Programme details

Name of education provider	University of Worcester
Programme title	Non-medical Prescribing V300 programme (level 6)
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and profession of HCPC visitors	Paul Bates (Paramedic) Alison Wishart (Podiatrist)
HCPC executive	Ruth Wood
Date of assessment day	27 February 2014

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
 - Worcester 290611 Approval Report V300 HLivesey
 - Worcester 290611 Approval Report V150 HLivesey
 - Course Annual Evaluation Report and Enhancement Plan 11-12 and 12-13
 - MA Professional Practice and MA Advanced Professional Practice Programme Specifications
 - Raising Concerns in Practice

- Managing work placement mentors issues in Practice
- WBPLRisk Assessment Tool
- WBPL Audit Record
- Completed LEP
- Form for Informed Consent
- Portfolio guidance
- Medical supervisor handbook 2013 4
- PDHS Prescribing DBowskill comments
- Exam Board Feedback external examiner July 2013
- Student handbook
- APLGuide
- Consent form for Simulated activities
- Staff Curriculum vitae
- Minutes of Applied Professional Studies Course Management Committee 11 June 2013 and 7 December 2012
- APPS NMPCPP updated action plan 2011-12
- NMP Forum and local NMP Forum 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	University of Worcester
Programme title	Non-medical Prescribing V300 programme (level 7)
Mode of delivery	Part time
Relevant entitlement	Supplementary prescribing
Name and profession of HCPC visitors	Paul Bates (Paramedic) Alison Wishart (Podiatrist)
HCPC executive	Ruth Wood
Date of assessment day	27 February 2014

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
 - Worcester 290611 Approval Report V300 HLivesey
 - Worcester 290611 Approval Report V150 HLivesey
 - Course Annual Evaluation Report and Enhancement Plan 11-12 and 12-13
 - MA Professional Practice and MA Advanced Professional Practice Programme Specifications
 - Raising Concerns in Practice

- Managing work placement mentors issues in Practice
- WBPLRisk Assessment Tool
- WBPL Audit Record
- Completed LEP
- Form for Informed Consent
- Portfolio guidance
- Medical supervisor handbook 2013 4
- PDHS Prescribing DBowskill comments
- Exam Board Feedback external examiner July 2013
- Student handbook
- APLGuide
- Consent form for Simulated activities
- Staff Curriculum vitae
- Minutes of Applied Professional Studies Course Management Committee 11 June 2013 and 7 December 2012
- APPS NMPCPP updated action plan 2011-12
- NMP Forum and local NMP Forum 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.