

Visitors' report – amended approval process for independent prescribing programmes

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Section one: Programme details

Name of education provider	Coventry University
Programme name	Certificate in Non-Medical Prescribing (Level 3)
Mode of delivery	Part time
Relevant entitlements	Independent prescribing Supplementary prescribing
Name of HCPC visitors and visitor role	David Rovardi (Independent prescribing) Alison Wishart (Chiropodist / Podiatrist)
HCPC executive	Ben Potter
Date of assessment day	1 November 2013

Section two: Executive summary

The Health and Care Professions Council (HCPC) approve education programmes in the UK which health and care professionals must complete before they can apply to be registered with us.

As well as approving educational programmes for individuals who want to join the Register, the HCPC approve programmes for those already on the Register.

Along with several other entitlements, we currently approve programmes to allow:

- chiropodists / podiatrists, radiographers and physiotherapists to have their registration record annotated with supplementary prescribing; and
- chiropodists / podiatrists and physiotherapists to have their registration record annotated with independent prescribing.

We have previously ensured that a currently running supplementary prescribing programmes at this education provider has met the standards of education and training (SETs). As this new or amended programme is based on an existing HCPC approved supplementary prescribing programme, we can be satisfied that it meets some of the standards for prescribing, which are based on the SETs.

However, we have identified some standards where we will need to make a judgement about how the introduction or modification of elements of the programme impact on the way it meets these standards.

To recommend a programme for approval, the visitors must be assured that the programme meets the standards for education providers part of the standards for prescribing, and that those who complete the programme demonstrate an ability to meet the standards for all prescribers (along with the additional standards for independent prescribers where required).

Section three: Submission details

The following required documents were provided as part of the submission:

- Information for applicants (eg advertising materials, admissions / entry criteria)
- Programme specification
- Student handbook
- Information about programme and management team structure, including staff CVs
- Module descriptors
- Extracts from practice placement documents
- Extracts from assessment regulations relating to student progression and external examiners
- Standards for prescribing mapping document

The following required documents were not provided as part of the submission:

- Extracts from assessment regulations relating to the appointment of external examiners

The following additional documents were also provided as part of the submission:

- Programme application form
- Guidelines on Annual Reports from Boards of Study: 2012/13
- Board of Studies Report – October 2012

Section four: 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 for which additional documentation is requested are listed below with reasons for the request.

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

Reason: From the submission provided the visitors could not determine where the evidence regarding the process of appointing an external examiner to the programme was included. In particular the visitors could not identify where the assessment regulations were or the curriculum vitae of the current external examiner. As such they could not determine how the education provider ensures that at least one external examiner is appropriately experienced and qualified, and unless other arrangements are agreed from the relevant part of the HCPC register.

Suggested documentation: Documentation containing information regarding the criteria for appointment of an external examiner, such as in the assessment regulations.

Section five: Recommendation of the visitors

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

- There is sufficient evidence to show the programme meets the standards for education providers part of the standards for prescribing, and therefore that the programme be approved
- There is insufficient evidence to determine if or how the programme meets the standards for education providers part of the standards for prescribing. Therefore, a visit is recommended to gather more evidence, and if required place conditions on approval of the programme