Health Professions Council
Approvals Panel – 2 November 2006

VISITORS' REPORTS

Executive Summary and Recommendations

Introduction

The attached Visitors' reports for the following programmes have been sent to the education providers and following a 28 day period no representations have been received. The education providers are in the process of meeting the conditions recommended by the HPC Visitors.

Education Provider	Programme Name	Delivery mode
University of Worcester	Foundation Degree in Pre-Hospital, Unscheduled and Emergency Care	F/T

Decision
The Panel is asked to –

accept the Visitors' report for the above named programmes, including the conditions recommended by the Visitors
or
accept the Visitors' report for the above named programmes, and vary the conditions recommended by the Visitors

Background information
None

Resource implications
None

Financial implications
None

Appendices
Visitors Reports (1)

Date of paper
23 October 2006

Health Professions Council

Visitors' report

Name of education provider	University of Worcester
Name and titles of programme(s)	Foundation Degree in Pre-Hospital, Unscheduled and Emergency Care
Mode of Delivery (FT/PT)	Full time
Date of Visit	06th & 07th September 2006
Proposed date of approval to commence	January 2007
Name of HPC visitors attending (including member type and professional area)	Vince Clarke Paramedic Norma Brook Physiotherapist
HPC Executive officer(s) (in attendance)	Osama Ammar Mandy Hargood
Joint panel members in attendance (name and delegation):	Marie Stowell (Chair) Theresa Nahajski Sara Gibbon (Wednesday))Secretary Lucy Robson (Thursday))Secretary Gareth Jones Internal Panel Member Robert Dudley Internal Panel Member Professor Wollard External Panel Member Sue West External Panel Member Thursday only

Scope of visit *(please tick)*

New programme	X
Major change to existing programme	☐
Visit initiated through Annual Monitoring	☐

Confirmation of meetings held

	Yes	No	N/A
Senior personnel of provider with responsibility for resources for the programme	X	☐	☐
Programme team	X	☐	☐
Placements providers and educators	X	☐	☐

Students (current or past as appropriate)	X	☐	☐

Confirmation of facilities inspected

	Yes	No	N/A
Library learning centre	X	☐	☐
IT facilities	X	☐	☐
Specialist teaching accommodation	X	☐	☐

Confirmation that particular requirements/specific instructions (if any) of the Education and Training Committee that have been explored e.g. specific aspects arising from annual monitoring reports.

Requirement (please insert detail)	Yes	No	N/A
1	☐	☐	☐
2	☐	☐	☐
3	☐	☐	☐

Proposed student cohort intake number please state	30

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

CONDITIONS

SET 2 *Programme admissions*

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

Condition 1:
The Programme team must include details on placement hours, travel to placements, driving issues relating to subsequent employment and fitness test requirements with clear explanations in the information provided for applicants.

Reason:
The necessity to complete a range of placements at locations covering a large geographical area was not made clear, neither was the responsibility of the student to facilitate and finance their own travel to and from such placements.

The employability of students by other UK Ambulance Trusts upon completion of the course was unclear as there is no inclusion of emergency driving as part of the programme.

Also the relevance, type and format of the fitness test was not clear. The relevance for the fitness test must be made clear in the advertising and admissions material. All material must clearly state that this and the other skills such as the ambulance driving test could be required for future employment as well as holding the award.

SET 3. *Programme management and resource standards*

3.3 There must be a named programme leader who has overall responsibility for the programme and should be either on the relevant part of the HPC Register (for the following professions: arts therapists, chiropodists and podiatrists, dieticians, occupational therapists, orthoptists, paramedics, physiotherapists, prosthetists and orthotists and radiographers) or otherwise appropriately qualified and experienced.

Condition 2:
There must be a named programme leader who has overall responsibility for the programme and should be either on the relevant part of the HPC Register or otherwise appropriately qualified and experienced.

Reason:
The position of programme leader is subject to a selection process which has not yet been completed.

3.7 The resources to support student learning in all settings must be used effectively.

Condition 3:
The University must produce a memorandum of co-operation, or equivalent, with the newly amalgamated West Midlands Ambulance Service NHS Trust.

Reason:
The continued support of the partner ambulance Trust is required to deliver practice elements of the course.

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

Condition 4:
The University must provide the appropriate form for obtaining student consent.

Reason:
No evidence was produced pertaining to consent protocols for students on the programme.

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

Condition 5:
The visitors require further clarification of the attendance requirements, and how these requirements will be monitored.

Reason:
There was a lack of clarity regarding the attendance requirements of the course and no formal process in place to monitor student attendance at mandatory sessions.

SET 5. *Practice placements standards*

5.2 There must be an adequate number of appropriately qualified and experienced staff at the placement.

Condition 6:
The Programme team must demonstrate that appropriately qualified mentors, in adequate numbers, are in place prior to commencement of the programme.

Reason:
The proposed mentorship scheme requires completion of an initial two day training course. As yet these courses have not been run resulting in low number of appropriately qualified mentors in the locality. With placements forming a major part of the programme, it is vital that enough suitably qualified mentors can be shown to be in place prior to the start of the course.

5.5 The number, duration and range of placements must be appropriate to the achievement of the learning outcomes.

Condition 7:
The visitors want to see a diagrammatical representation of the format of the course timetable/time-line, indicating how theory and practice are integrated.

Also clarification is sought by the visitors on how clinical competencies will be assessed if not encountered in the practice setting.

Reason:
It was not clear how practice placements and theoretical input would combine throughout the two year programme. It was suggested that the scheme would follow a 'normal' academic year comprising of two semesters, however provision for sufficient practice placement hours within this time was not clearly identified.

The Work Based Learning Handbook did not include details on how clinical skills that were not encountered would be assessed. In the course of two years patient contact it is highly unlikely that all patient types/clinical presentations will be seen. A clearly structured method of overcoming these deficits in practice needs to be evidenced.

SET 6. *Assessment standards*

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

Condition 8:
The Work Based Learning Handbook must be revised to reflect formative progression of skills.

Reason:
Currently the workbook requires only one signature of competency from a mentor for each skill area. This does not represent a development of skills and does not demonstrate how the student has progressed from being fully supervised to carrying out skills with no input from their mentor.

6.2 Assessment methods must be employed that measure the learning outcomes and skills that are required to practise safely and effectively.

Condition 9:
The university must provide examples of OSCE's and associated marking criteria.

Reason:
The visitors would like to see examples of the OSCEs to indicate the nature and validity of such assessments.

6.3 All assessments must provide a rigorous and effective process by which compliance with external reference frameworks can be measured.

Condition 10:
The revised programme documentation must include evidence of methods used to assess classroom based skills, to include how moderation will take place.

Reason:
The Programme team stated that formative skills assessment would take place in the simulated setting of the classroom prior to students entering into such skills in practice. There was, however, no documentation supporting this method of assessment.

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

Condition 11:
The programme regulations must reflect the requirement for the appointment of at least one external examiner from the relevant part of the Register.

Reason:
External examiner not yet appointed and current University regulations do not stipulate HPC registration as a requirement for the post.

Deadline for Conditions to be met: 20 October 2006

Commendations

The development of a new quality assurance tool for placements was an area of expanding good practice.

The move to include more e-books will make texts available to more students and was seen as being good practice.

The nature and quality of instruction and facilities meets the Standards of Education and Training.

We recommend to the Education and Training Committee of the HPC that they approve this programme (subject to any conditions being met).

Visitors' signatures:

Vince Clark

Norma Brook

Date: 18 September 2006