Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	Bournemouth University
Programme name	BSc (Hons) Occupational Therapy
Mode of delivery	Full time
Relevant part of HPC register	Occupational Therapists
Date of submission to HPC	21 January 2010
Name and profession of HPC visitors	Claire Brewis (Occupational Therapist) Joanna Goodwin (Occupational Therapist)
HPC executive	Ruth Wood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources
3.4 There must be a named person who has overall responsibility for the programme who must be appropriately qualified and experienced and, unless other arrangements are agreed, be on the relevant part of the register.
3.5 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Change of Programme leader from Gwyneth James to Dr Bethan Collins. Dr Collins was recruited from within the programme team and is effective from 1 September 2009.

The following documents were submitted as part of the audit submission:

Major change notification form
CV of Dr Bethan Collins
Additional information regarding the overall staffing.

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	Teesside University
Programme name	Foundation Degree Paramedic Science
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	12 January 2010
Name and profession of HPC visitors	Glyn Harding (Paramedic) Marcus Bailey (Paramedic)
HPC executive	Paula Lescott

Section Two: Submission Details

Summary of change

SET 4 Curriculum

The change has identified duplication in current module content. Through feedback the modules have been re-written to ensure the tailoring to paramedic practice in the content and removal of duplicated content.

SET 6 Assessment

The amount and method of assessment has been changed to reflect the module changes but also to give a staged approached to the overall assessment schedule.

The following documents were submitted as part of the audit submission:

Major Change Submission Form
Major Change Supporting Evidence Document
Effective Communication for Paramedic Practice (module descriptor)
Foundations of Anatomy and Pathophysiology (module descriptor)
Foundations of Anatomy and Pathophysiology for paramedics (module descriptor)
Knowledge and Skills for Practice (module descriptor)

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 SETs for which additional documentation was requested is listed below with reasons for the request.

4.1 The learning outcomes must ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

4.4 The curriculum must remain relevant to current practice.

6.1 The assessment strategy and design must ensure that the student who successfully completes the programme has met the standards of proficiency for their part of the Register.

Reason: The documentation, while detailed in the changes of these modules, identifies that duplicated content is addressed in other modules. The visitors require documented evidence to ensure this is the case and that the standards of proficiency are met along with the content reflecting current paramedic practice.

Suggested Documentation: The visitors would like to view the remaining relevant module descriptors that includes indicative content, learning outcomes and assessment strategy.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	The University of Northampton
Programme name	BSc (Hons) Podiatry
Mode of delivery	Full time
Relevant part of HPC register	Chiropodists / Podiatrists
Relevant entitlement(s)	Local anaesthesia Prescription only medicine
Date of submission to HPC	10 February 2009
Name and profession of HPC visitors	Gordon Burrow (Chiropodist/Podiatrist)
HPC executive	Brendon Edmonds

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

The following documents were submitted as part of the audit submission:

SETs mapping document CV – Fiona Dickenson

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University Campus Suffolk
Awarding institution (if different from education provider)	University of East Anglia University of Essex
Programme name	Diploma in Higher Education Operating Department Practice
Mode of delivery	Full Time
Relevant part of HPC register	Operating Department Practitioner
Date of submission to HPC	05 January 2010
Name and profession of HPC visitors	Penny Joyce (Operating Department Practitioner) Stephen Oates (Operating Department Practitioner)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 2 Programme admissions
The admissions criteria has been altered for 2010 intake of students to change the UCAS credit points to 160

SET 4 Curriculum
New IPL modules, with one as a non credit-bearing component of the ODP programme

SET 6 Assessment
New IPL modules, with one as a non credit-bearing component of the ODP programme

The following documents were submitted as part of the audit submission:

USC Programme Major Change Nov 2008
HPC SOPs mapping 2009
IPL Curriculum Definitive Document Jan 2009
IPL Self evaluation document 2009
UCS CAT 3 form – change to IPL provision June 2009 x 2
UCS major change extra information Oct 2009
UCS Major Change form Sept 2009
Major Change visitors report 2007
Major Change SETS mapping document
DipHE ODP Programme Specification
IPL Course Team Minutes
The Professional Person module team 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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University College London
Programme name	BSc (Hons) Speech Sciences
Mode of delivery	Full time
Relevant part of HPC register	Speech & Language Therapy
Date of submission to HPC	20 January 2010
Name and profession of HPC visitors	Elspeth McCartney (Speech language therapist) Gillian Stevenson (Speech language therapist)
HPC executive	Ruth Wood

Section Two: Submission Details

Summary of change

SET 3 – Programme management and resources
3.4 There must be a named person who has overall professional responsibility for the programme who must be appropriately qualified and experienced and, unless other arrangements are agreed, be on the relevant part of the Register.
3.5 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

The programme leader has changed to Dr Rachel Rees. Dr Rees has been promoted from within the teaching team which may leave a gap in staffing.

The following documents were submitted as part of the audit submission:

Major Change Visitors report UCL BSc Speech Sciences module list Rachel Rees CV Teaching Data for HPC 2009-2010

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of East London
Programme name	BSc (Hons) Physiotherapy
Mode of delivery	Full-time and Part-time
Relevant part of HPC register	Physiotherapy
Date of submission to HPC	15 February 2010
Name and profession of HPC visitors	Fleur Kitsell (Physiotherapy) Nicki Smith (Physiotherapy)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Change to the field lead role for the BSc (Hons) Physiotherapy programme

The following documents were submitted as part of the audit submission:

Major Change Notification form
Curriculum Vitae for David Watkinson as field leader
Staffing lists for Physiotherapy and Curriculum Vitae for the programme leader for Physiotherapy
Evidence to support how the programme leader and programme team support the field leader in his role.

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of East London
Programme name	BSc (Hons) Physiotherapy (Situated Learning)
Mode of delivery	Flexible
Relevant part of HPC register	Physiotherapy
Date of submission to HPC	15 February 2010
Name and profession of HPC visitors	Fleur Kitsell (Physiotherapy) Nicki Smith (Physiotherapy)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Change to the field lead role for the BSc (Hons) Physiotherapy programme

The following documents were submitted as part of the audit submission:

Major Change Notification form
Curriculum Vitae for David Watkinson as field leader
Staffing lists for Physiotherapy and Curriculum Vitae for the programme leader for Physiotherapy
Evidence to support how the programme leader and programme team support the field leader in his role.

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of East London
Programme name	BSc (Hons) Podiatric Medicine
Mode of delivery	Full Time and Part time
Relevant part of HPC register	Chiropodists and Podiatrists
Date of submission to HPC	20 January 2010
Name and profession of HPC visitors	James Pickard (Podiatrist) Gordon Burrow (Podiatrist)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Change to programme field leader

The following documents were submitted as part of the audit submission:

CV of Dave Watkinson

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of Hertfordshire
Programme name	BSc (Hons) Paramedic Science
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	19 January 2010
Name and profession of HPC visitors	Glyn Harding (Paramedic) James Petter (Paramedic)
HPC executive	Ruth Wood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources
3.2 The programme must be effectively managed.
3.3 The programme must have regular monitoring and evaluation systems in place.

The programme leader for the approved BSc (Hons) Paramedic (FT) programme is to change to the same person as the programme leader for the approved Foundation Degree in Paramedic Science (FT).
The programme management is to be altered to 'streamline' the managerial arrangements. The changes affect the management structure and processes for this programme.

The following documents were submitted as part of the audit submission:

Programme specification – Foundation degree in paramedic Science Programme specification – BSc (Hons) Paramedic science Outline proposal of new structure Management structure

Practice placement support structure
Roles and responsibilities
Sarah Jardine CV
Training Supervisors instructions May 2006

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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:

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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 overleaf. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.

Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of Plymouth
Programme name	BSc (Hons) Paramedic Practitioner (Community Emergency Health)
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	1 December 2009
Name and profession of HPC visitors	Vince Clarke (Paramedic) Gordon Pollard (Paramedic)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Relocation of site from the University of Plymouth Drake Circus Campus to the Faculty of Health Peninsula Allied Health Centre, at the College of St Mark and St. John (Marjon)

The following documents were submitted as part of the audit submission:

Paramedic Brochure 2009
Open Day Presentation
Point Scoring Matrix
Interview Schedule
Programme Handbook 2009 / 2010
Job Advertisement
Annual Programme Monitoring Minutes 05.11.09

Pre Hospital Trauma Life Support Course

Equipment List

List of Named Paramedic Mentors

List of Prepared Mentors by SWAST

Acute Trust Placement Guidelines

Module Handbook

Induction Pack for SWAST

Minutes of Meeting 30.11.2009

Practice placement activity sheet

Student handbook

Curriculum vitae for relevant staff

External examiners' reports

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 SETs for which additional documentation was requested is listed below with reasons for the request.

Section Four: Recommended outcome of the visitor(s)

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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Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of Plymouth
Programme name	Diploma in Higher Education Paramedic Studies (Community Emergency Health)
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	1 December 2009
Name and profession of HPC visitors	Vince Clarke (Paramedic) Gordon Pollard (Paramedic)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Relocation of site from the University of Plymouth Drake Circus Campus to the Faculty of Health Peninsula Allied Health Centre, at the College of St Mark and St. John (Marjon)

The following documents were submitted as part of the audit submission:

Paramedic Brochure 2009
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Section Four: Recommended outcome of the visitor(s)

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Major Change Visitors' Report

Contents

Section One: Programme Details

Name of education provider	University of Plymouth
Programme name	Graduate Diploma Paramedic Practitioner (Community Emergency Health)
Mode of delivery	Full time
Relevant part of HPC register	Paramedic
Date of submission to HPC	1 December 2009
Name and profession of HPC visitors	Vince Clarke (Paramedic) Gordon Pollard (Paramedic)
HPC executive	Mandy Hargood

Section Two: Submission Details

Summary of change

SET 3 Programme management and resources

Relocation of site from the University of Plymouth Drake Circus Campus to the Faculty of Health Peninsula Allied Health Centre, at the College of St Mark and St. John (Marjon)

The following documents were submitted as part of the audit submission:

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> Point Scoring Matrix
> Interview Schedule
> Programme Handbook 2009 / 2010
> Job Advertisement
> Annual Programme Monitoring Minutes 05.11.09

Pre Hospital Trauma Life Support Course
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List of Prepared Mentors by SWAST
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