Health Professions Council

Visitors' report

Name of education provider	**Napier University**
Name and titles of programme(s)	**Non Medical Prescribing**
Mode of delivery (FT/PT)	**PT**
Date of visit	**19th June 2007**
Proposed date of approval to commence	**September 2007**
Name of HPC visitors attending (including member type and professional area)	**Mr David Halliwell –** South Western Ambulance NHS Trust **Mrs Penelope Renwick –** Director of School of Psychology and Social Care, Manchester Metropolitan University.
HPC executive officer(s) (in attendance)	**Miss Daljit Mahoon**
Joint panel members in attendance (name and delegation):	**Mr Sam Allwinkle (Chair) –** Director of life long learning services Napier University **Mrs Gill Perry –** Faculty assistant manager, Quality **Mr David Reid –** Senior lecturer faculty of engineering, computing and creative industries, Napier University. **Mr Kevin McClure –** Lecturer school of health and social sciences, Napier University **Ms Mandy Edwards –** Health and Life Sciences Partnership **Mrs Gillian Davies –** Quality Enhancement Services, Napier University

Scope of visit *(please tick)*

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

Confirmation of meetings held

	Yes	No	N/A
Senior personnel of provider with responsibility for resources for the programme	☒	☐	☐
Programme team	☒	☐	☐
Placements providers and educators	☒	☐	☐
Students (current or past as appropriate)	☒	☐	☐

Confirmation of facilities inspected

	Yes	No	N/A
Library learning centre	☒	☐	☐

IT facilities	☒	☐	☐
Specialist teaching accommodation	☐	☒	☐

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	**Min 15** **Max 25**

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

CONDITIONS

Condition 1

SET 2 Programme admissions
2.2.3 The admission procedures must apply selection and entry criteria, including compliance with any health requirements.

Condition:
The programme team must revise and resubmit documentation that outlines the process for ensuring health checks are in place for independent practitioners.

Reason:
Currently there is no health check system in place, in admission, for independent practitioners who may access this course. A process needs to be implemented and outlined within the documentation of how this is carried out, for e.g., self declaration.

Condition 2

SET 3. Programme management and resource standards
3.5 Subject areas must be taught by staff with relevant specialist expertise and knowledge.

Condition:
The programme team must submit evidence which outlines and ensures that the requisite specialist expertise for Allied Health Professionals attending the course is in place.

Reason:
It was not clearly articulated within the documentation how the needs for Allied Health Professionals are specifically met on the course. The visitors

felt that through submitting documentation that clearly outlines the specific provisions that are in place for Allied Health professionals, it would assure them that their specific needs are also being met. For e.g.; listing the different AHP focused clinicians who may contribute to the course, or evidence of the on-line learning resources available for AHP students.

Condition 3

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

Condition:
The programme team need to develop and submit a specific consent form for use when students participate as patients or clients in practical and clinical teaching.

Reason:
Currently there is no system in place to obtain consent from students prior to any activity which may involve them in acting as patients or clients in practical and clinical teaching. This needs to be put in place.

Condition 4:

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:
The programme team need to make it more explicit within the documentation, what aspects of the programme require mandatory attendance and what procedures are in place to manage non-attendance.

Reason:
It was not clearly articulated within the documentation where attendance is mandatory and the implications of non-attendance. This needs to be made much more explicit to students so that they are fully informed.

Condition 5

3.12 The resources provided, both on and off site, must adequately support the required learning and teaching activities of the programme. SET 5. Practice placements standards
5.3.2 The practice placement settings must provide for safe and effective practice.
5.3.1 The practice placement settings must provide a safe environment
5.6 The education provider must maintain a thorough and effective system for approving and monitoring all placements.
5.8.1 Unless other arrangements are agreed, practice placement educators have relevant qualification and experience;
5.8.2 are appropriately registered; and
5.8.3 undertake appropriate practice placement educator training.
Unless other arrangements are agreed, practice placement educators:

Condition:
The programme team must develop and submit an audit mechanism to ensure the quality of the practice learning environments. They should also submit a clear list of all Designated Medical Practitioner's (DMP), which should include their relevant qualifications, area, and when it was last updated.

Reason:
Currently there is no audit mechanism in place to assess the quality of the practice learning environments. The visitors also found it difficult to assess whether the DMP's are appropriately qualified, for there was no information submitted which outlined the relevant qualifications the DMP's possess.

Condition 6

SET 5. Practice placements standards
Students and practice placement educators must be fully prepared for placement which will include information about and understanding of the following:
5.7.3 expectations of professional conduct;
5.7.4 the assessment procedures including the implications of, and any action to be taken in the case of failure; and

Condition:
The programme team need to make it more explicit within the documentation the expectations of professional conduct and the actions that are taken in the case of failure.

Reason:
It was not clearly articulated within the documentation the HPC Standards of Conduct, Performance and Ethics and the actions that are taken in the case of a failing student. These need to be made more explicit within the documentation so that students are fully informed.

RECOMMENDATIONS

Recommendation 1:

SET 2 Programme admissions
2.1 The admission procedures must 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

Recommendation 1:
The visitors encourage the programme team to consider the development of a brochure that clearly sets out information that enables applicants to make an informed choice about the course.

Reason:
The visitors felt that a brochure about the course would be very useful for prospective students, for they did not see any evidence of this within the submitted documentation.

COMMENDATIONS

1) **The commitment and professionalism of the programme team and the leadership shown by the programme leader.**
2) **The high quality of the on-line learning resources.**

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:

Mr David Halliwell

Mrs Penelope Renwick

Date: 26/6/07