

Visitors report

Name of education provider	University of Bolton (Previously Bolton Institute)
Name and titles of programme(s)	Non Medical Prescribing Programme
Date of event	Tuesday 29th November 2005
Proposed date of approval to commence	February 2006
Name of HPC visitors attending (including member type and professional area)	Jim Pickard – Visitor and Podiatrist Bob Fellows – Visitor and Paramedic
HPC Executive officer(s) (in attendance)	Ed Crowe – Education Officer
Joint panel members in attendance (name and delegation):	Professor Annette Jinks - Professor of Nursing and NMC Visitor

Scope of visit (please tick)

New programme	<input checked="" type="checkbox"/>
Major change to existing programme	<input type="checkbox"/>
Visit initiated through Annual Monitoring	<input type="checkbox"/>
This is a major change to an existing Supplementary prescribing course run for Nursing, Midwifery and health Visitors and Pharmacists, however this is a new programme for the HPC to include AHP's (Physiotherapists, Radiographers, Chiropodists, Optometrists and Podiatrists)	

Part 1.

1.1 Confirmation of meetings held

	yes	no	n/a
Senior personnel of provider with responsibility for resources for the programme	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programme planning team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Placements providers and educators	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.2 Confirmation of facilities inspected

	yes	No
Library learning centre	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IT facilities, more specifically we had a demonstration of the DVD / CD Rom	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Specialist teaching accommodation	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1.3 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.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Proposed student cohort intake number please state Non – Medical Supplementary Prescribing (2 cohorts per Year) (approximately 60 students from Nursing, Pharmacy and AHP)	30 intake unknown mix	per
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7 CONDITIONS – These are all referenced to the HPC Standards of Education & Training (S.E.T.)

1) SET 2.2.2 Apply selection and entry criteria, including: Criminal Conviction Checks

Condition

The HPC require evidence of full Criminal Conviction Checks within the admissions process and this should not leave this to the student's employer within the NHS, especially for independent practitioners in the private sector who are self funding to this programme.

Rationale: It was stated by the University programme team that selection and entry requirements will be rigorously applied by means of a tripartite application process between the service provider, the designated medical supervisor and the University of Bolton. It is recognized by the admissions team that students will be predominately drawn from the NHS due to SHA funding, The Institution should assure itself that applicants drawn from NHS settings have been appropriately CRB checked. This is not however the exclusive route to admission, students could self fund from private practice and may not have been CRB checked in the recent past.

2) SET 2.2.3 Apply selection and entry criteria, including: compliance with any health requirements

Condition

The HPC require evidence of health checks within the admissions process.

Rationale: It was stated by the University programme team that selection and entry requirements will be rigorously applied by means of a tripartite application process between the service provider, the designated medical supervisor and the University of Bolton. Applications from NHS employees should confirm suitable health status via their employer. Independent practitioners from the private sector who are self funding would require medical clearance to enter the programme.

3) SET 2.3 Ensure that the education provider has an equal opportunities and anti-discriminatory policy in relation to candidates and students, together with an indication of how this will be implemented and monitored.

Condition

The HPC require visual evidence of the equal opportunities and anti-discriminatory policy and a statement on how this will be monitored in the University as well as in the practice setting

Rationale: It was stated by the University programme team that this was available on line for the students to view; However it was not stated how this is implemented or monitored either within the University or the practice setting.

4) SET 3.9 Where students participate as patients or clients in practical and clinical teaching, appropriate written proformas must be used to obtain their consent prior to the role plays.

Condition

The HPC require visual evidence of a consent form that will be used with students on this programme.

Rationale: It is essential that students fully understand that they have the choice to act as a client / patient in role play, practical and clinical environments. Written consent is required from the student in advance of the role play being conducted.

5) SET 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 HPC require clarification in writing from the University of Bolton on attendance monitoring processes.

Rationale: It was not clear to the HPC how the students' attendance was to be monitored and whether there was any minimal attendance required both in the theory and practice settings. The University should also provide the policy used in cases where a student is deemed not to have attended for less than the minimum percentage.

6) SET 6.5 There must be effective mechanisms in place to assure appropriate standards in the assessment.

Condition

The HPC require visual evidence of the criteria for marking the OSCE.

Rationale It was not clear to the HPC visitors how the student was going to be effectively and consistently assessed by a tutor during the OSCE unless there was a demonstrable written criteria.

7) SET 6.7.5 Assessment regulations must clearly specify requirements for the appointment of at least one external examiner from the relevant part of the register.

Condition

The HPC require one named external examiner who must be either a registered Podiatrist, Physiotherapist or Radiographer.

Rationale: The University had a named external from the NMC register. The SETS require an external from the HPC register. It was articulated that only one need to be appointed in addition to the NMC nurse and not several AHP's.

Deadline for *Conditions* to be met: It was agreed that a written report would be provided within two weeks of the event on Tuesday 29th November 2005. The University of Bolton agreed to meet these conditions by January 2006 prior to the commencement of the programme

1 RECOMENDATION—Referenced to the HPC Standards of Education & Training (S.E.T.)

1) SET 6.7.1 Assessment regulations must clearly specify requirements for student progression and achievement within the programme.

The HPC suggest that clarification is incorporated into the assessment regulations with regard to the specific protocols used to support, monitor and possible withdrawal of a student failing in placement practice.

Rationale: It was not clear to the HPC exactly how a failing student was going to be dealt with in the practice setting. We suggest that this is clearly articulated in the University of Bolton's definitive documents to show the pass / fail assessments criteria, the weighting and the opportunity to resit etc.

3 COMMENDATIONS

- The University of Bolton in collaboration with 9 other HEI's have received £300,000 to commission an excellent DVD / CD Rom that is central to the training of the non-medical prescribers. The HPC commend Bolton on this excellent resource.
- The Approvals paperwork was well articulated and carefully laid out for the approval team to easily navigate in finding the evidence required.
- The clear collaboration across the region emphasised a multi Institutional and inter-professional production and delivery of the programme

Decision of the HPC Visitors

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 these programmes (subject to the 7 conditions being met).

Visitors' signatures:

J M Pickard:

B F Fellows:

Date: November 2005

PROGRAMME APPROVED: ALL CONDITIONS MET