



# HPC Approvals Visit Feedback Form

As part of our revised approvals processes, we are seeking feedback from both the education providers and our HPC Visitors with regards to communication from the HPC prior to, during, and after a visit. The information received will be used to assist us in the ongoing improvement of our processes. This form should be completed by all education providers at the end of each approvals process. If you could spare the time to complete this form it would be greatly appreciated.

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Education provider name: \_\_\_\_\_

Programme name: \_\_\_\_\_

Date of approval visit: \_\_\_\_\_

Main contact name for correspondence: \_\_\_\_\_

## 1. Prior to the Visit

1. Did the HPC make clear its requirements for what was expected in order to initiate and set up an event?

Fully 

6	5	4	3	2	1
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 Not at all

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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2. Did the HPC make clear what was expected from you with regards to documentation, and when it had to be submitted?

Very Clear 

6	5	4	3	2	1
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 Not Very Clear

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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3. How would you rate the level of communication from the HPC prior to the event?

Excellent 

6	5	4	3	2	1
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 Poor

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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## 2. During the Visit

1. Did the HPC make clear to you on the day of the event exactly what its regulatory role and remit consisted of?

Very Clear

6 5 4 3 2 1

Not Very Clear

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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2. Did the HPC make clear to you on the day of the event exactly what the role and responsibilities of the HPC Visitors consisted of?

Very Clear

6 5 4 3 2 1

Not Very Clear

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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3. How would you rate the level of communication from the HPC during the event?

Excellent

6 5 4 3 2 1

Poor

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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## 3. After the Visit

1. After the event, did the HPC make clear to you what was expected from the education provider with regards to meeting any conditions set, and moving towards approval?

Fully

6 5 4 3 2 1

Not at all

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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2. How would you rate the level of communication from the HPC after the event?

Excellent

6 5 4 3 2 1

Poor

If you have scored 3, 2, or 1, please comment on why you have given this rating.

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Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2005-11-03	a		AGD	Feedback form for education Providers	Draft DD: None	Public RD: None

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## 2. Overall evaluation of the Visit

What did you find were the most useful/helpful parts of the HPC's Approvals Process?

What did you find were the most unhelpful parts of the HPC's Approvals Process?

What would you recommend the HPC does to improve the Approvals Process?

How would you rate the Approval's Process overall? Circle the number that you feel most closely represents your views.

**Excellent**

6	5	4	3	2	1
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**Poor**

If you have any other comments to make about the process, please do so in the space provided below:

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2005-11-03	a		AGD	Feedback form for education Providers	Draft DD: None	Public RD: None