

THE HEALTH PROFESSIONS COUNCIL

Chief Executive and Registrar: Mr Marc Seale

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MINUTES of the ninth meeting of the Approvals Panel held on **Tuesday 10 October 2006** at Park House, 184 Kennington Park Road, London, SE11 4BU.

PRESENT: Mr M Woolcock (Chairman)
 Mrs A Turner
 Professor D Waller

IN ATTENDANCE:

Mr C Bendall, Secretary to the Panel
 Ms A Creighton, Education Manager
 Ms D Mahoon, Education Officer

Item 1.06/92 APPOINTMENT OF PANEL CHAIRMAN

- 1.1 The Panel agreed that Mr Woolcock should act as Chairman for the meeting.

Item 2.06/93 APPROVAL OF AGENDA

- 2.1 The Panel approved the agenda, subject to the inclusion of an item of any other business about the major and minor changes process.

Item 3.06/94 MINUTES OF THE APPROVALS PANEL HELD ON 5 SEPTEMBER 2006

- 3.1 It was agreed that the minutes of the eighth meeting of the Approvals Panel should be confirmed as a true record and signed by the Chairman.

Item 4.06/95 MATTERS ARISING

- 4.1 The Panel received a paper to note from the Executive.
 4.2 The Panel noted that the action points arising from the eighth meeting of the Panel had been dealt with.

Item 5.06/96 VISITORS' REPORTS

- 5.1 The Panel received a paper for discussion/approval from the Executive.

- 5.2 The Panel agreed to accept the Visitors' Reports for the following programmes, including the conditions recommended by the Visitors:

Education Provider	Programme Name	Delivery mode
De Montfort University	Prescribing for Healthcare Professionals (M Level & Level 3)	Part-time
St Georges Medical School, University of London (in partnership with London Ambulance Service and in partnership with South East Coastal Trust)	Foundation Degree in Paramedic Science	Full-time

Item 6.06/97 VISITORS' REPORT AND REPRESENTATIONS

- 6.1 The Panel received a paper for discussion/approval from the Executive.
- 6.2 The Panel noted that the MA Integrative Arts Psychotherapy programme at the Institute of Arts in Therapy and Education (IATE) had been the subject of an approvals visit on 12-13 July 2006. The Visitors' report had been sent to the education provider, which had made representations about the report.
- 6.3 The Panel noted that the education provider had made representations about the condition in the report under Standard of Education and Training 5.6. The condition required that IATE should provide detailed information on how visits to placements would be developed and implemented as part of the education provider's system for approving and monitoring placements.
- 6.4 The Panel noted that the education provider agreed with the spirit of the report and would be implementing visits to placements in the autumn 2006 term. However, the education provider did not want to make a commitment to visit each placement every year because the provider felt that this would be unmanageable, with the amount of placements including those in Brighton and Bath.
- 6.4 The Panel agreed that it was not unreasonable for the education provider to visit the placements every year, particularly as locations such as Brighton and Bath were readily accessible from London and the proposed student cohort was relatively small (20 students).
- 6.5 The Panel noted that the education provider had also made representations about the condition in the report under Standard of Education and Training 3.12. The condition required that IATE should clarify how it ensured that students had access to adequate resources in placements.

- 6.6 The Panel noted that the education provider had stated that it had done a considerable amount of work in auditing placements and resources, but did not think it was possible to create an exact parity of practice as each context was so different. The Panel noted that the education provider had stated that students supplied their own art materials and were happy to do so. The education provider had stated that it did not want to stop placements happening because placement providers did not have resources to provide equipment.
- 6.7 The Panel agreed that it was unreasonable for the education provider to expect students to provide their own materials. The Panel agreed that the education provider should make arrangements with placement providers to ensure that students had access to adequate resources.
- 6.8 The Panel accepted the Visitors' report, including the conditions recommended by the Visitors.

Action: AC (by 2 November 2006)

Item 7.06/98 PROGRAMME APPROVAL

- 7.1 The Panel received a paper for discussion/approval from the Executive.
- 7.2 The Panel agreed that the following programmes should be approved, as the Visitors were satisfied that the conditions in the Visitors' reports had been met and the programmes therefore met the Standards of Education and Training (SETs):

Education Provider	Programme Name	Delivery mode
University of Abertay Dundee	BSc (Hons) Biomedical Sciences (Integrated)	Full-time
University of Central Lancashire	Advanced Certificate Non-Medical Prescribing	Part-time
St Georges Medical School, University of London (in partnership with London Ambulance Service and in partnership with South East Coastal Trust)	Foundation Degree in Paramedic Science	Full-time
Sheffield Hallam University	BSc (Hons) Physiotherapy	Part-time

Action: AC (by 2 November 2006)

Item 8.06/99 MAJOR/MINOR CHANGES

- 8.1 The Panel received a paper for discussion/approval from the Executive.

- 8.2 The Panel noted that the paper summarised changes to approved programmes, which had been considered by the Executive and/or Visitors, in line with the major and minor changes process. The Executive and/or Visitors were satisfied that the changes were minor and that the programmes continued to meet the SETs.
- 8.3 The Panel agreed that the following programmes had undergone minor change and that the programmes continued to meet the SETs:

Education Provider	Programme Name	Summary of Changes
University of Central Lancashire	BSc (Hons) Paramedic Practice	Change of assessment methods in one module
Queen Margaret University College, Edinburgh	MSc Music Therapy	Change in delivery pattern to two modules and change to on-site supervision in one module

Action: AC (by 2 November 2006)

Item 9.06/100 MAJOR/MINOR CHANGES: 2

- 9.1 The Panel received a paper for discussion/approval from the Executive.
- 9.2 The Panel noted that the paper summarised changes to approved programmes, which had been considered by the Executive and/or Visitors, in line with the major and minor changes process. The Panel noted that, although these were major changes, the programmes continued to meet the SETs.
- 9.3 The Panel agreed that the following programmes continued to meet the SETs:

Education Provider	Programme Name	Summary of Changes
University of Brighton	BSc (Hons) Physiotherapy	Changes to credit values of modules and the delivery pattern of modules. These proposed changes are due to be considered and finalised at a forthcoming quinquennial review.
University of Teeside	BSc (Hons) Occupational Therapy	Creation of a new part-time route.

Action: AC (by 2 November 2006)

Item 10.06/101 HPC ANNUAL MONITORING - CORRECTION PAPER

- 10.1 The Panel received a paper for discussion/approval from the Executive.
- 10.2 The Panel noted that, at the Approvals Panel on 5 September, three programmes had been approved as having completed their annual monitoring audit form and meeting the SETs, subject to an approvals visit in the 2006-7 academic year.
- 10.3 The Panel noted that the programmes should not have been submitted for approval due to an administrative error. The Panel agreed to reverse the decision made on 5 September in respect of these programmes:

Education Provider	Programme
Cardiff University	BSc (Hons) Diagnostic Radiography & Imaging
Glasgow Caledonian University	BSc(Hons) Human Nutrition & Dietetics
Sheffield Hallam University	Diploma in Higher Education Operating Department Practice

Action: AC (by 2 November 2006)

Item 11.06/102 HPC ANNUAL MONITORING AUDITS FOR APPROVAL

- 11.1 The Panel noted that the HPC annual monitoring cycle took place annually and involved two types of monitoring submissions over a two year period. The Executive had divided education providers in two groups. In 2006, all programmes in Group B had been required to complete an audit form and submit it with their internal quality reports and external examiners' reports from the last two academic years.
- 11.2 The Panel noted that five assessment days had been held in May and June to consider the submissions. As a result of the assessment days, Visitors had recommended that a number of programmes continued to meet the SETs.
- 11.3 The Panel agreed that the programmes listed below continued to meet the SETs:

Education Provider	Programme Title
Cardiff University	BSc (Hons) Diagnostic Radiography & Imaging
Glasgow Caledonian University	BSc (Hons) Human Nutrition & Dietetics
Queen Margaret University College	MSc Art Therapy
Queen Margaret University College	MSc Dietetics
Queen Margaret University College	Pg Dip Dietetics
Queen's University Belfast	MSc Art Psychotherapy
Sheffield Hallam University	Diploma in Higher Education Operating Department Practice

Action: AC (by 2 November 2006)**Item 12.06/103 HPC ANNUAL MONITORING AUDITS FOR APPROVAL: 2**

- 12.1 The Panel received a paper for discussion/approval from the Executive.
- 12.2 The Panel noted that, following the five assessment days held in May and June, the Visitors had recommended that three programmes in Group B had undergone a major change and an approvals visit should take place to assess whether the programmes continued to meet the SETs.
- 12.3 The Panel agreed to accept the Visitors' recommendations and agreed that the following programmes should be visited by the HPC in the next academic year:

Education Provider	Programme Title
Queen Margaret University College	BSc(Hons) Speech & Language Therapy
Queen Margaret University College	BSc(Hons) Speech Pathology & Therapy
Queen Margaret University College	Graduate Diploma Speech & Language Therapy

Action: AC (Ongoing)**Item 13.06/104 HPC ANNUAL MONITORING AUDITS FOR AGREEMENT**

- 13.1 The Panel received a paper for discussion/approval from the Executive.
- 13.2 The Panel noted that, following the five assessment days held in May and June, the Visitors had requested further information on several programmes to allow them to make a recommendation on whether the programmes continued to meet the SETs.
- 13.3 The Panel noted that the programmes listed in the paper were due to have an approvals visit in the 2006-7 academic year and as part of the HPC's "light touch" approvals and monitoring process, it was felt to be more appropriate that the Visitors' requests for more information should be considered as part of the forthcoming visits. The Panel noted that the reports from the annual monitoring assessment days would be shared with the Visitors undertaking the approvals visit and the education provider.
- 13.4 The Panel agreed that the programmes listed below should remain approved, pending the outcome of approvals visits in the 2006-7 academic year:

Education Provider	Programme
Cardiff University	BSc (Hons) Occupational Therapy
Cardiff University	BSc (Hons) Physiotherapy (FT)
Cardiff University	BSc (Hons) Physiotherapy (PT)

Action: AC (Ongoing)

- 13.5 The Panel noted that the annual monitoring process for the 2005-6 academic year had now been completed.
- 13.6 The Panel noted that some education providers had given feedback on the process, raising issues such as the information which should be submitted to the HPC. The Panel noted that the Approvals Committee had agreed to amend the process, so that programmes would not be subject to annual monitoring if they had been subject to an approvals visit in the previous academic year or were going through the approvals process.

Item 14.06/105 ANY OTHER BUSINESS

- 14.1 The Panel noted that one of its members had been contacted about a programme which had submitted a proposed change, under which first year students would have more teaching in a clinical environment rather than at the education provider. The Panel noted that the proposal affected less than 25% of the programme and was therefore categorised as a minor change. However, it was thought that the change might adversely affect students' understanding of the philosophy of the profession.
- 14.2 The Panel noted that the programme concerned had not yet been approved by the HPC and the Executive and appointed Visitors were involved in ongoing work to resolve issues relating to the programme.
- 14.3 The Panel noted that the Executive was aware that the major and minor change process might require some revision. The Panel noted that the Executive intended to review the process in spring 2007.

Action: AC (Ongoing to spring 2007)**Item 15.06/106 DATE AND TIME OF NEXT MEETING**

- 15.1 The next meeting would be held on Thursday 2 November 2006 (same day as Approvals Committee).
- 15.2 Subsequent meetings would be held on:

Wednesday 13 December 2006.

CHAIRMAN**DATE**