Education and Training Committee

UP-DATE ON DH "PARTNERSHIP" INITIATIVES

from   DH and Executive

for   information

Executive Summary

These enclosed papers show the final version of DH's proposals together with the Council's response to them on 21 January 2003.

Members already engaged in the fora can report orally on them.

Quality assurance: professional healthcare education

Partnership working arrangements

The Department of Health (DH), through partnership working, is seeking to ensure consistent, integrated quality assurance processes and outcomes inform the development and delivery of patient-focused learning.

Vision

A shared framework for quality assurance of healthcare education will contribute to a health service designed around the patient through ensuring that:

- Responsibility for the quality of learning and its enhancement becomes standard practice for all stakeholders
- Learning experiences and outcomes are quality assured within the shared framework to agreed national standards
- The shared framework reflects policy for healthcare
- The outcomes of quality assurance inform policy for healthcare and for healthcare education.

Partnership working

The DH Quality Assurance (Education) Team has been collaborating with, and will continue to work with, stakeholder groups including workforce development confederations (WDCs), regulatory and professional bodies, education providers and the wider DH to establish this shared quality assurance framework.

Purpose of the paper

The purpose of this paper is to set out the rationale, focus, membership and terms of reference for the networks of stakeholders who will make up the partnership working arrangements to develop an integrated quality assurance framework for professional healthcare education.

Purpose of the partnership working arrangements

The partnership working arrangements are intended to reflect the fact that the different partners all have an important stake in any new quality assurance arrangements. It is important to acknowledge though that all of the representatives will be accountable to their respective organisations whose remits cannot be delegated. The aim therefore is that the partnership working arrangements seek to achieve consensus or, at minimum, broad support across stakeholders.

The DH Quality Assurance (Education) Team is seeking to establish working arrangements that will enhance the development of each element of the quality assurance framework, as part of a streamlined and integrated approach to all quality assurance processes for professional healthcare education and training that contributes to the wider health and social care agenda.

Principles that have informed the development of the group structure are:

- Each group should have a clear purpose
- Stakeholders should be represented in the most appropriate group(s)
- Communication between the different groups are identified
- Each element of the quality assurance framework is developed as part of a coherent whole
- Existing groups/networks are utilised and/or developed where appropriate.

Partnership working arrangements (Appendix 1)

The structure includes:

1   Key Stakeholder Forum

A forum for key stakeholders to discuss at a strategic level on a twice yearly basis, the elements and their interrelationship within a coherent quality assurance framework aimed at meeting the requirements of all key stakeholders across the health and social care agenda. The forum will play a critical role in ensuring the delivery of a shared, streamlined and integrated quality assurance framework.

2   NHS/DH Alliance

An internal group to the NHS and DH, providing a forum that will identify and represent the quality assurance needs of the NHS and underpin the delivery of a shared, streamlined and integrated quality assurance agenda. This group will meet on a four-monthly basis.

3   Statutory Regulatory Bodies/DH Alliance

A forum for statutory regulatory bodies and the DH to work in partnership to establish the new shared quality assurance framework. This will be a continuation of the current Strategic Group that was formed in April 2002. This group will meet on a twice-yearly basis.

4   Working groups

These groups will discuss, debate and formulate detailed proposals on the development and implementation of the key elements of the framework. It is anticipated that these groups will meet on a limited number of occasions. The key elements are:

- Major review
- On-going quality monitoring
- Approval
- Benchmarking
- Evidence-base.

As each of the working groups will be responsible for a different element of the shared framework, precise membership will vary with the exception of the major review and ongoing quality monitoring working groups. It is felt that their work is so closely linked that it would be advantageous if membership of the working groups is the same.

As the quality assurance framework develops, membership may be reviewed/amended in order to reflect the area of work.

5   Reference groups

Reference groups will be made up of representatives of an individual WDC or clusters of WDCs. They will include representation from trusts and the quality leads for both nursing/midwifery and the allied health professionals for higher education. They will provide informed opinions of the quality assurance models, processes and their implications for WDCs, which have the responsibility for ensuring fitness for purpose at a local level.

6   Expert groups

Operating virtually, these groups will be convened because of their specific expertise. They may consist of existing groups or individuals may be invited to become a member of an expert group.

In the first instance two expert groups will be established:

- Participants in the prototype review exercise;
- Placement group.

Membership of groups

In order to engage as wide a perspective of knowledge and ideas as possible, it is suggested that where the same organisations are represented in different groups, different individuals be identified as members. Every effort will be made to give as wide a representation of WDCs and HEIs as possible, both geographically and professionally.

The partnership working arrangements and the membership of the groups will be reviewed after one year.

December 2002

Remits and membership

KEY STAKEHOLDER FORUM

Purpose

To discuss, agree and review the strategic direction for the development of an integrated quality assurance framework.

Function

To provide a forum for statutory bodies, WDCs, higher education and DH representatives to work in partnership to discuss and identify the issues related to quality assurance of education and training. To identify how these issues may be resolved within a shared, streamlined and integrated quality assurance framework.

DH:	
Head of quality assurance	(1)
Senior quality assurance co-ordinators	(4)
WDC: *(one of whom will chair this forum)*	
Chief executive officers	(4)*
Directors of quality	(4)*
Nursing and Midwifery Council	(2)
Health Professions Council	(2)
Allied Health Professions Forum	(2)
General Medical Council	(1)
General Dental Council	(1)
General Social Care Council	(1)
Higher education institution representatives	
UUK	(2)
SCOP	(2)
NHSU	(1)
Chair to be decided from membership	

Terms of reference

- To agree the strategic direction for a shared quality assurance framework
- To agree an implementation plan for a shared quality assurance framework
- To suggest areas of responsibilities for implementation
- To identify resource implications
- To discuss recommendations from the working groups related to the key elements of quality assurance:
  - major review
  - ongoing quality monitoring
  - benchmark and quality standards
  - approval
  - evidence base.
- To receive feedback from the NHS/DH Alliance and the Statutory /DH Alliance groups
- To communicate recommendations across the DH, WDCs, HEIs and service providers.

*   One from each DHSC Region

NHS/DH ALLIANCE

Purpose

To ensure that key relationships are maintained at a strategic level to underpin the delivery of a shared, streamlined and integrated quality assurance agenda.

Function

To provide a forum for representatives of the NHS to discuss and identify the issues related to quality assurance of education and training from the perspectives of service, users and the community. To identify how these issues may be resolved within a shared, streamlined and integrated quality assurance framework.

DH:	
Head of quality assurance (chair)	(1)
Senior quality assurance co-ordinators	(4)
WDC Project manager	
WDC:	
WDC reps with minimum of 2 from practice	(8)*
Service representatives via WDC	(4)
2 Patients / Users	(2)
Student	(2)
Representative from the independent sector	(1)
Representative from Commission for Health Improvement	(1)

Terms of reference

- To identify key issues relating to the quality assurance of education and training from the service, user and commissioning perspective
- To discuss and recommend how these may be resolved within a shared quality assurance framework
- To discuss the recommendations of the working groups related to the key elements of quality assurance:

  - major review
  - ongoing quality monitoring
  - benchmark and quality standards
  - approval
  - evidence base

- To make recommendations regarding the key elements to the Key Stakeholder Forum
- To communicate recommendations from the Key Stakeholder Forum to constituent members.

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*   Two from each DHSC Region

STATUTORY REGULATORY/DH ALLIANCE

Purpose

To ensure key relationships between the statutory regulatory bodies and DH are maintained at a strategic level to underpin the delivery of a shared, streamlined and integrated quality assurance agenda.

Function

To provide a forum for the statutory regulatory bodies and the DH to work in partnership and to discuss the feedback of the Key Stakeholders Forum, in relation to the strategic direction and implementation of shared quality assurance framework, for pre-registration and post registration education funded by the DH.

DH: Deputy director of human resources head of learning and personal development division	(1)
Head of quality assurance branch	(1)
Senior quality assurance co-ordinators	(2)
Head of health professions regulation	(1)
Nursing and midwifery council	(3)
Health professions council	(3)
Chair to be decided from membership	

Terms of reference:

- To receive and discuss feedback from the Key Stakeholder Forum
- To identify key issues relating to the quality assurance of education and training from the statutory bodies and the DH perspective
- To discuss and identify how these issues might be resolved within an integrated quality assurance framework
- To provide feedback to the Key Stakeholder Forum
- To review the relevant memoranda of agreement between DH and NMC and between DH and HPC.

WORKING GROUP FOR MAJOR REVIEW

Purpose

To oversee the development and implementation of integrated quality assurance processes in relation to major review and to create ownership by involving key stakeholders in the process of major review roll-out.

Function

To provide a forum for the statutory bodies, WDCs, higher education, DH and service providers to discuss, debate and inform the decision making process in relation to major review. To be used as a sounding board to seek opinions and provide feedback to the Key Stakeholder Forum.

Representative from organisation who has contract for roll-out of major review	(1)
Senior quality assurance co-ordinators	(2)
WDC	(4)*
Higher education institutions	(4)
Nursing and midwifery council	(2)
Health professions council	(2)
Independent sector	(1)
Practice placement managers	(2)
Service providers	(2)
Representative from allied health professions forum	(1)
Social work representative	(1)
Chair to be decided from membership	

Terms of reference

- To discuss and debate the process of roll-out for major review
- To formulate detailed proposals for implementation of the major review process
- To discuss and debate feedback from the Key Stakeholder Forum in relation to major review
- To discuss and debate feedback from reference groups for major review
- To provide feedback to the Key Stakeholder Forum.

*   One from each DHSC Region

WORKING GROUP FOR ON-GOING QUALITY MONITORING

Purpose

To oversee the development and implementation of quality assurance processes in relation to on-going quality monitoring implementation and to create ownership by involving key stakeholders in this process

Function

To provide a forum for the statutory bodies, WDCs, higher education, the DH and service providers to discuss, debate and inform the decision making process in relation to on-going quality monitoring. To be used as a sounding board to seek opinions and to provide feedback to the Key Stakeholder Forum

Senior quality assurance co-ordinators	(2)
WDC	(4)*
HEI	(4)
Nursing and midwifery council	(2)
Health professions council	(2)
Allied Health Professions Forum	(2)
Service providers	(2)
Placement representatives	(2)
Independent sector	(1)
Social work representative	(1)
Representative from allied health professions forum	(1)
Chair to be decided from membership	

Terms of reference

- To discuss and debate the process of on-going quality monitoring
- To formulate detailed proposals for the integration of the processes of on-going quality monitoring
- To identify further areas of work necessary in relation to quality assurance of clinical placements
- To discuss and debate feedback from the Key Stakeholder Forum in relation to on-going quality monitoring
- To discuss and debate feedback from reference groups for on-going quality monitoring
- To provide feedback to Key Stakeholder Forum.

* One from each DHSC Region

8

WORKING GROUP FOR APPROVAL

Purpose
- To oversee on the development and implementation of quality assurance processes in relation to streamlined processes for course approval and re-approval of pre-registration education and training in nursing, midwifery and the allied health professions.
- To create ownership by involving key stakeholders in this process.

Function
- To provide a forum for the professional and statutory bodies, WDCs, higher education, DH and service providers to discuss, debate and inform the decision making process in relation to approval and re-approval.
- To be used as a sounding board to seek opinions and to provide feedback to the Key Stakeholder Forum.

Senior quality assurance co-ordinators	(2)
WDC	(4)*
HEI	(4)*
Nursing and midwifery council	(2)
Health professions council	(2)
Service providers	(2)
Placement representatives	(2)
Independent sector	(1)
Social work representative	(1)
Representative from allied health professions forum	(1)
Chair to be decided from membership	

Terms of Reference

- To discuss and debate the principles that stakeholders believe should inform the approval /re-approval of health professional courses;
- To discuss and debate the issues that stakeholders believe should be taken into account in formulating future processes for course approval;
- To formulate detailed proposals for streamlining the processes for course approval/re-approval;
- To identify further areas of work necessary in relation to streamlining course approval/re-approval;
- To make recommendations to Key Stakeholder Forum.
- To discuss and debate feedback from the Key Stakeholder Forum in relation to benchmark statements
- To discuss and debate feedback from reference groups for benchmark statements

* One from each DHSC Region

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A working group for Benchmarking will be set up following a similar model to the existing working groups at a later stage.

REFERENCE GROUP (WORKFORCE DEVELOPMENT CONFEDERATION)

Purpose

To engage the stakeholders that are involved in operationalising policy to ensure relevance and ownership

Function

To provide support and informed comment in relation to recommendations from the working groups around the key elements of quality assurance processes and their impact on the role of WDCs at a local/regional level.

Membership

Individual WDCs or clusters of WDCs will arrange, organise and facilitate the organisation of these groups. Membership will therefore be variable depending on the structure of the WDC and the role individuals take within each WDC.

Suggested membership would include:

- Quality leads of contracts from higher education
- Individuals responsible for practice placements from higher education
- Education leads from trusts

Terms of reference

- To discuss and debate elements of the quality assurance process in relation to the function of the WDC
- To discuss and debate the elements in relation to the shared quality assurance framework - repetitious?
- To test the suggested models and processes
- To provide expert and informed opinion to the working groups
- To disseminate information to other stakeholders
- To engage other stakeholders in the quality assurance framework

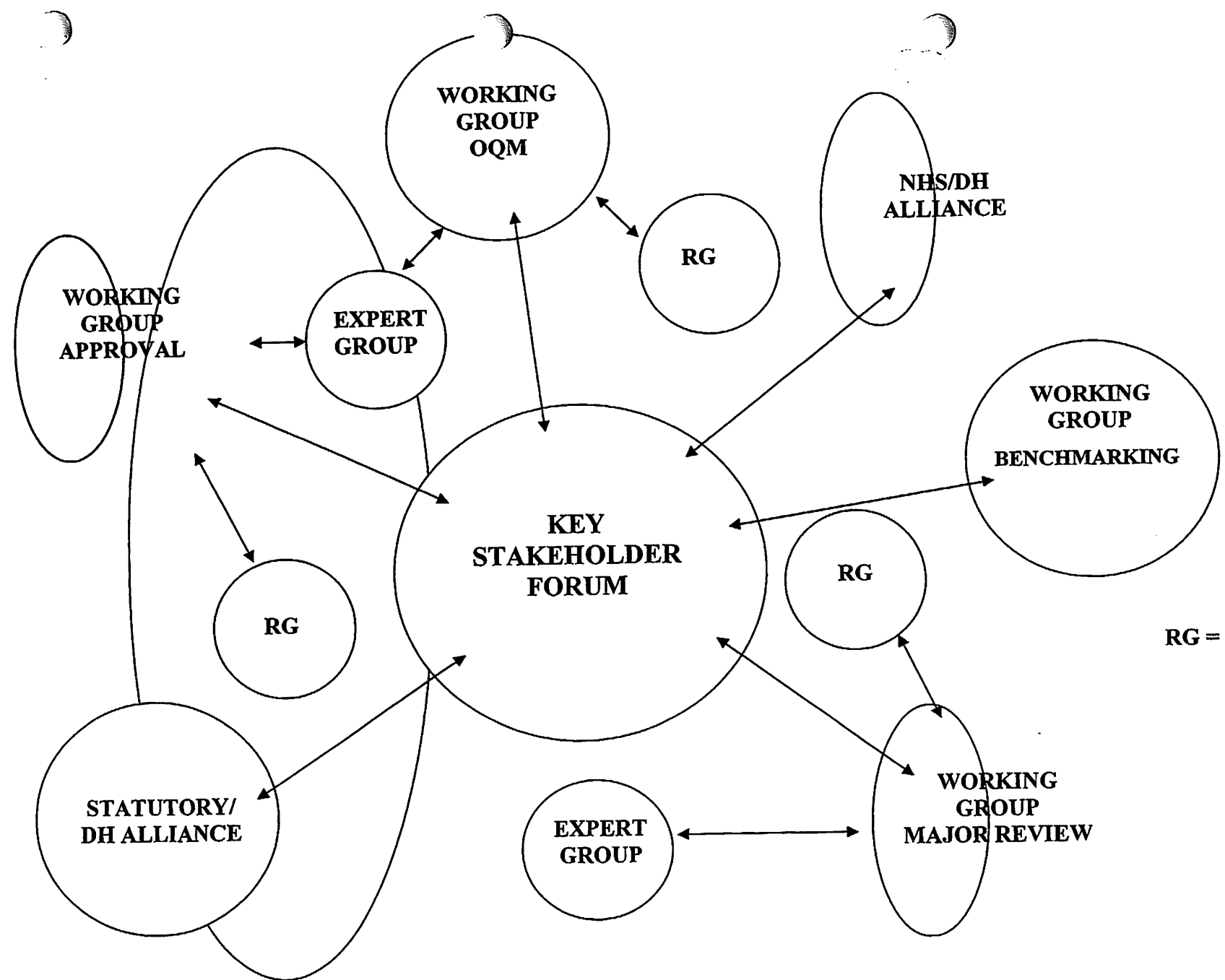# EXPERT GROUPS *(These are virtual groups)*

Purpose

To inform the development of the quality assurance framework by providing specific expertise and knowledge related to an area of work.

Function

To utilise the experience of group members and their work to inform the discussion and debate on an identified element of the quality assurance framework. The membership of each expert group will be constituted dependent on the area of work. The first two groups will be related to the prototype review and the practice placement work.

Terms of Reference

- To engage in discussion and debate in order to inform the development of an integrated approach to quality assurance for practice placements
- To utilise their expertise to inform the work of the OQM working group
- To utilise the identified communication channel for this work.

PARTNERSHIP WORKING ARRANGEMENTS