hpc health professions council

Education and Training Panel – 4 December 2007

Minor/Major Changes

Executive summary and recommendations

Introduction
The major/minor change process requires education providers to notify the HPC of any major changes to approved programmes. The process aims to recognise changes which may impact significantly on the provision of a programme and on the standards of education and training and standards of proficiency and determine the action that the HPC should take.

Visitors have assessed the changes to the programmes listed below, by correspondence. The visitors' reports are attached.

The visitors are satisfied that the changes are minor and that the programmes continue to meet the standards of education and training and that upon successful completion, students continue to meet the standards of proficiency. In line with the major/minor change process, this means that the visitors do not wish to recommend an approval visit.

Education Provider	Programme Name	Delivery Mode
University Campus Suffolk	BSc (Hons) Diagnostic Radiography	FT
University Campus Suffolk	BSc (Hons) Oncology & Radiotherapy	FT
Coventry University	Certificate in Non medical Prescribing (M Level)	PT
University of Teesside	BSc (Hons) Physiotherapy	FT

Decision
The Panel is asked to approve the above named programmes as having undergone minor change, in line with the visitors' recommendation, and that the programmes continue to meet the HPC's standards of education and training.

Background information
None

Resource implications
None

Financial implications
None

Appendices
Visitors' reports (3)

Date of paper
22 November 2007

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	University Campus Suffolk
Name of awarding body (if different from above)	
Programme title(s)	BSc (Hons) Diagnostic Radiography / Oncology + Radiotherapy technology
Mode of delivery	~~Full time~~ Part time Other
Name and profession of HPC Visitor(s)	Helen Best . Diagnostic Radiography

Please list the documents submitted by the education provider, in support of the major/minor change form:

Course Approval Tracking Form - Changes to Validated Provision

Module outline with change highlighted

Written support of External Examiner

Please provide a summary of the proposed changes below.

Modification of one of the elements of assessment. ECDL certification requirement to be removed and replaced with. the requirement to complete 3 modules of the ECDL.

Section Two: Recommendation of the Visitor(s)

Visitors' are asked to select one of the following recommendations –

☐ The following documentation is requested before a final recommendation can be made (please list below and include a reason)

☑ The programme has undergone a minor change & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.

☐ The programme has undergone a major change, but continues to meet the Standards of Education and Training, so no approval visit is required. Upon successful completion, students continue to meet the standards of proficiency.

(If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

☐ The programme has undergone a major change and an approval visit is required to consider the following Standards of Education and Training - SET 1, SET 2, SET 3, SET 4, SET 5 & SET 6 (delete as appropriate)

(Details of the rationale behind this decision and the focus for the suggested visit should be listed on the following page)

Visitors' signatures: H H Best

Name: H . H . BEST

Signature: H H Best

Date: 19.10.07

Name:

Signature:

Date:

SET1: Level of qualification for entry to the Register.
Reason:

SET 2: Programme admissions
Reason:

SET 3: Programme management and resource standards
Reason

SET 4: Curriculum standards
Reason:

SET 5: Practice placements standards
Reason

SET 6: Assessment standards
Reason:

Section Two: Recommendation of the Visitor(s)

Visitors' are asked to select one of the following recommendations –

☐ The following documentation is requested before a final recommendation can be made (please list below and include a reason)
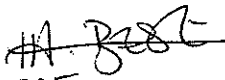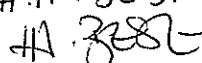
☑ The programme has undergone a minor change & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.

☐ The programme has undergone a major change, but continues to meet the Standards of Education and Training, so no approval visit is required. Upon successful completion, students continue to meet the standards of proficiency.

(If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

☐ The programme has undergone a major change and an approval visit is required to consider the following Standards of Education and Training - SET 1, SET 2, SET 3, SET 4, SET 5 & SET 6 (delete as appropriate)

(Details of the rationale behind this decision and the focus for the suggested visit should be listed on the following page)

Visitors' signatures:

Name: H .A . BEST

Signature:

Date: 19.10.07

Name:

Signature:

Date:

hpc
health
professions
council

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	University of Suffolk.
Name of awarding body (if different from above)	
Programme title(s)	BSc(Hons) Diagnostic Radiography BSc(Hons) Oncology + Radiotherapy technology
Mode of delivery	Full time Part time Other
Name and profession of HPC Visitor(s)	Russell Hunt. Radiotherapy Radiographer.

Please list the documents submitted by the education provider, in support of the major/minor change form:

- Major/Minor Change Submission form,
- email - external examiner
- University campus Suffolk CAT3 form
- Module Outline

Please provide a summary of the proposed changes below.

- amendment to the assessment elements of the preparation for practice module
- Removal of current requirement to complete the ECDL + replace with 3 nominated modules of the ECDL and a British Computer Society certificate.

Section Two: Recommendation of the Visitor(s)

Visitors' are asked to select one of the following recommendations –

☐   The following documentation is requested before a final recommendation can be made (please list below and include a reason)

☑   The programme has undergone a minor change & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.

☐   The programme has undergone a major change, but continues to meet the Standards of Education and Training, so no approval visit is required. Upon successful completion, students continue to meet the standards of proficiency.

      (If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

☐   The programme has undergone a major change and an approval visit is required to consider the following Standards of Education and Training - SET 1, SET 2, SET 3, SET 4, SET 5 & SET 6 (delete as appropriate)

      (Details of the rationale behind this decision and the focus for the suggested visit should be listed on the following page)

Visitors' signatures:

Name: *Russell Hoxst*

Signature: *Rundhot .*

Date: *22.10.07.*

Name:

Signature:

Date:

SET1: Level of qualification for entry to the Register.
Reason:

SET 2: Programme admissions
Reason:

SET 3: Programme management and resource standards
Reason

SET 4: Curriculum standards
Reason:

SET 5: Practice placements standards
Reason

SET 6: Assessment standards
Reason:

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	Coventry University
Name of awarding body (if different from above)	Coventry University
Programme title(s)	Masters Level Certificate in Non-Medical Prescribing
Mode of delivery	Full time and Part time routes
Name and profession of HPC Visitor(s)	Dr Paul Blakeman Patricia Fillis

Please list the documents submitted by the education provider, in support of the major/minor change form:

1. Programme Specifications for the Non-Medical Prescribing Modules including information for students and mentors
2. Notes from the Coventry University Review and Approval Panel who oversee all of the university minor amendments

Please provide a summary of the proposed changes below.

To increase the credit value of the non-medical prescribing modules from 18 to 20 credits and re-code them. This is in line with Coventry University changing to a framework of 20 credit modules across all provision.
No other change to content, learning outcomes or assessment has been made.

Section 2: Recommendation of the Visitor(s)

Visitors' are asked to select one of the following recommendations –

☐ The following documentation is requested before a final recommendation can be made (please list below and include a reason)

☒ The programme has undergone a minor change & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.

☐ The programme has undergone a major change, but continues to meet the Standards of Education and Training, so no approval visit is required. Upon successful completion, students continue to meet the standards of proficiency.

(If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

☐ The programme has undergone a major change and an approval visit is required to consider the following Standards of Education and Training - SET 1, SET 2, SET 3, SET 4, SET 5 & SET 6 (delete as appropriate)

(Details of the rationale behind this decision and the focus for the suggested visit should be listed on the following page)

Visitors' signatures:

Name: **Paul Blakeman**

Signature:

Date: **6 November 2007**

Name: **Patricia Fillis**

Signature:

Date: **6 November 2007**

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	University of Teesside
Name of awarding body (if different from above)	N/A
Programme title(s)	BSc (Hons) Physiotherapy
Mode of delivery	Full time
Name and profession of HPC Visitor(s)	Jo Jackson Fleur Kitsell

Please list the documents submitted by the education provider, in support of the major/minor change form:

- Programme amendment document
- Foundation degree mapping document
- Minutes of meeting – academic standards committee (23.05.07)
- Module details: Physiotherapy in musculoskeletal rehabilitation; Physiotherapy in neurological rehabilitation; Physiotherapy in cardiovascular and respiratory rehabilitation; Physiotherapy practice placements 1a & 1b undergraduate route; Physiotherapy practice placement 2 undergraduate route; dissertation preparation

Please provide a summary of the proposed changes below.

To allow students from the Foundation Degree Health Care Practice to step into year 2 of the BSc (Hons) Physiotherapy programme. (Previously allowed to step into year 3 with a bridging programme to cover missing elements of year 2)

Section 2: Recommendation of the Visitor(s)

Visitors' are asked to select one of the following recommendations –

☐ The following documentation is requested before a final recommendation can be made (please list below and include a reason)

☒ The programme has undergone a minor change & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.

☐ The programme has undergone a major change, but continues to meet the Standards of Education and Training, so no approval visit is required. Upon successful completion, students continue to meet the standards of proficiency.

(If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

☐ The programme has undergone a major change and an approval visit is required to consider the following Standards of Education and Training - SET 1, SET 2, SET 3, SET 4, SET 5 & SET 6 (delete as appropriate)

(Details of the rationale behind this decision and the focus for the suggested visit should be listed on the following page)

Visitors' signatures:

Name: Jo Jackson

Date: 2 November 2007

Name: Fleur Kitsell

Date: 13 November 2007

SET1: Level of qualification for entry to the Register.
Reason:

SET 2: Programme admissions
Reason:

SET 3: Programme management and resource standards
Reason

SET 4: Curriculum standards
Reason:

SET 5: Practice placements standards
Reason

SET 6: Assessment standards
Reason: