

Health Professionals Council
Department of Education and Policy

Visitors report

Name of education provider	City University, London.
Name and titles of programme(s)	BSc (Hons) Radiography, Radiotherapy & Oncology BSc (Hons) Radiography, Diagnostic Imaging
Date of event	May 24 th & 25 th 2005
Proposed date of approval to commence	September 2005
Name of HPC visitors attending (including member type and professional area)	Shaaron Pratt Anne-Marie Conway Registrant Radiographers
HPC Executive officer(s) (in attendance)	Edward Crowe Carol Lloyd
Joint panel members in attendance (name and delegation):	Approval Panel Members City University Ms K. Waddington (Chair) Mr G. Hers (Panel Member -Cass) Dr. P. Weller (Panel Member – Informatics) Mr. D. Wilsher (Panel Member – Law) Mrs T. Bransbury (Secretary) College of Radiographers Mr. S. Boynes Ms M. McPake

Scope of visit (please tick)

New programme	
Major change to existing programme	√
Visit initiated through Annual Monitoring	

Part 1.

1.1 Confirmation of meetings held

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

1.2 Confirmation of facilities inspected*

	yes	No
Library learning centre	√*	
IT facilities	√*	
Specialist teaching accommodation	√*	

***Current facilities only. New build to be completed for commencement of programme. Facilities will need to be approved by September 2005.**

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. N/A

Requirement (please insert detail)	yes	No	n/a
1.	<input type="checkbox"/>	<input type="checkbox"/>	√
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Proposed student cohort intake number please state	Diagnostic Imaging 61 students Radiotherapy & Oncology 33 students
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The following summarises the key outcomes of the approvals event and provides reasons for the decision.

CONDITIONS

SET 2 Programme admissions

The admission procedures must:

2.2.2 criminal convictions checks;

Condition: The new Criminal Records Bureau policy and process to be included in the definitive documentation.

Reason: The new processes were not included in original documentation.

2.2.5 accreditation of Prior Learning and other inclusion mechanisms:

Condition: Remove the term 'fast track' from the APEL provision and to develop and explain APEL procedures within definitive documentation

Reason: Insufficient information included in original documentation.

SET 3. Programme management and resource standards

3.1 The programme must have a secure place in the education provider's business plan.

Condition: Provide evidence of the programme's place within the University's present and future strategic plans

Reason: Insufficient information included in original documentation

3.12 The resources provided, both on and off site, must adequately support the required learning and teaching activities of the programme.

Condition: Provide evidence of new facilities and resources to facilitate students learning from September 2005

Reason: Insufficient information and issues arising from relocation

3.13 The learning resources, including the stock of periodicals and subject books, and IT facilities, including internet access, must be appropriate to the curriculum and must be readily available to students and staff.

Condition: Provide evidence of new facilities and resources to facilitate students learning from September 2005

Reason: Insufficient information and issues arising from relocation

SET 4. Curriculum Standards

4.1 The learning outcomes must ensure that those who successfully complete the programme meet the standards of proficiency for their part of the Register.

Condition: Clearly define the mandatory or optional modules for Year 3

Reason: There was confusion surrounding literature review and research project

4.7 Where there is inter-professional learning the profession specific skills and knowledge of each professional group are adequately addressed.

Condition: Clearly articulate whether inter-professional learning will fit within the programmes

Reason: Not clearly articulated within the documents provided

SET 5. Practice placements standards

Set 5 has not been met

Condition: **Clearly articulate evidence of practice placement standards to ensure all points in SET 5 are met**

Reason: **Information received was incomplete and much was tabled on the day of the event. Had this been received earlier, panel members would have had sufficient time to examine this documentation in detail.**

SET 6. Assessment standards

6.1 The assessment design and procedures must assure that the student can demonstrate fitness to practise.

Condition: Clearly articulate the assessment procedures for clinical placement

Reason: Ambiguity of information given

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

Condition: Provide consistency of assessment information within all modules and across all documentation

Reason: Lack of clarity across submitted documents

6.7.2 for awards which do not provide eligibility for inclusion onto the Register not to contain any reference to an HPC protected title in their title;

Condition: To remove all references to radiography and radiotherapy from the title of any award that does not confer opportunity to apply for entry on to the register

Reason: Against SET 6.7.2

6.7.3 for an aegrotat award not to provide eligibility for admission to the Register;

Condition: Ensure it is made clear that an aegrotat award does not confer opportunity to apply for entry on to the register

Reason: Any aegrotat award does not provide eligibility for admission to the Register

Recommendations

SET 2 Programme admissions

The admission procedures must:

2.1 give both the applicant and the education provider the information they require to make an informed choice about whether to make, or take up the offer of a place on a programme

Recommendation:

Reason: Need to ensure information provided is correct information

SET 3. Programme management and resource standards

3.6 A programme for staff development must be in place to ensure continuing professional and research development.

Recommendation: Articulate a clear staff development plan to include the skills required to deliver the programme e.g. reflective thinking

Reason: Evidence not provided in documentation

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.

Recommendation: Within the documentation clarify attendance requirements and monitoring mechanisms

Reason: Not clearly articulated

SET 4. Curriculum Standards

4.4 The curriculum must remain relevant to current practice

Recommendation: Review the bibliography used in the course documentation and ensure correct referencing

Reason: To ensure all students are treated equitably

Recommendation: To monitor the Personal Professional and Academic Record of Achievement

Reason: As an innovative addition to the programme its use and value should be monitored to validate its continued use and/or as an example of good practice to be shared.

SET 5. Practice placements standards

5.6 The education provider must maintain a thorough and effective system for approving and monitoring all placements. *In Addition See Conditions*

Recommendation: Review practice placement audit mechanism with particular reference to frequency and feedback to the practice placement departments

Reason: Not evident how and when audit takes place or how the outcomes of the audit are fed back to practice placements and appropriate action taken

SET 6. Assessment standards

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

Recommendation: Consideration given to the standardisation of assessment penalties across the school / university.

Reason: To ensure all students are treated equitably

Commendations

The Health Professions Council Visitors would like to commend the course team on the following

- **The Consent Form which provides documentary evidence of agreement to participate as a model in a teaching/learning session**
- **The Cause for Concern Form which makes the student aware at the earliest possible stage of his/her training of concern identified in cases of lack of progress; lack of professionalism and professional misconduct in order that a supportive action plan can be agreed and applied.**
- **Link Lecturers Report which enables a record is made of issues raised and solutions / actions taken following a practice placement visit.**
- **Development of the Personal, Professional and Academic Record of Achievement which enables the students to record achievements which can be used to provide evidence for the students and prospective employers and can be developed as a CPD document**

Reason

All facilitate the quality and equity of the students' learning experience.

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 this programme (subject to any conditions being met).

Visitors' signatures: Anne-Marie Conway
Shaaron Pratt

Date: 03.06.05

