HCPC approval process report

Education provider	University of Gloucestershire
Name of programme(s)	BSc (Hons) Operating Department Practice, Full time Operating Department Practice Degree Apprenticeship, Full time
Approval visit date	17 September 2020
Case reference	CAS-15897-G1X4R0

Contents

Executive Summary

We are the Health and Care Professions Council (HCPC), a regulator set up to protect the public. We set standards for education and training, professional knowledge and skills, conduct, performance and ethics; keep a register of professionals who meet those standards; approve programmes which professionals must complete before they can register with us; and take action when professionals on our Register do not meet our standards.

The following is a report on the approval process undertaken by the HCPC to ensure that programme(s) detailed in this report meet our standards of education and training (referred to through this report as 'our standards'). The report details the process itself, the evidence considered, and recommendations made regarding programme approval.

Section 1: Our regulatory approach

Our standards
We approve programmes that meet our education standards, which ensure individuals that complete the programmes meet proficiency standards. The proficiency standards set out what a registrant should know, understand and be able to do when they complete their education and training. The education standards are outcome focused, enabling education providers to deliver programmes in different ways, as long as individuals who complete the programme meet the relevant proficiency standards.

Programmes are normally approved on an open-ended basis, subject to satisfactory engagement with our monitoring processes. Programmes we have approved are listed on our website.

How we make our decisions
We make independent evidence based decisions about programme approval. For all assessments, we ensure that we have profession specific input in our decision making. In order to do this, we appoint partner visitors to undertake assessment of evidence presented through our processes. The visitors make recommendations to the Education and Training Committee (ETC). Education providers have the right of reply to the recommendation of the visitors, inclusive of conditions and recommendations. If an education provider wishes to, they can supply 'observations' as part of the process.

The ETC make decisions about the approval and ongoing approval of programmes. In order to do this, they consider recommendations detailed in process reports, and any observations from education providers (if submitted). The Committee meets in public on a regular basis and their decisions are available to view on our website.

HCPC panel
We always appoint at least one partner visitor from the profession (inclusive of modality and / or entitlement, where applicable) with which the assessment is concerned. We also ensure that visitors are supported in their assessment by a member of the HCPC executive team. Details of the HCPC panel for this assessment are as follows:

Tony Scripps	Operating department practitioner
Joanne Thomas	Operating department practitioner
John Archibald	HCPC executive

Other groups involved in the virtual approval visit
There were other groups involved with the approval process as follows. Although we engage in collaborative scrutiny of programmes, we come to our decisions independently.

Andrea Chalk	Independent chair (supplied by the education provider)	University of Gloucestershire
Kristina Tailor	Secretary (supplied by the education provider)	University of Gloucestershire

Section 2: Programme details

Programme name	BSc (Hons) Operating Department Practice
Mode of study	FT (Full time)
Profession	Operating department practitioner
Proposed first intake	01 January 2021
Maximum learner cohort	Up to 40 across this programme and Operating Department Practice Degree Apprenticeship
Intakes per year	1
Assessment reference	APP02201

Programme name	Operating Department Practice Degree Apprenticeship
Mode of study	FT (Full time)
Profession	Operating department practitioner
Proposed first intake	01 January 2021
Maximum learner cohort	Up to 40 across this programme and BSc (Hons) Operating Department Practice
Intakes per year	1
Assessment reference	APP02202

We undertook this assessment of a new programme proposed by the education provider via the approval process. This involved consideration of documentary evidence and a virtual approval visit, to consider whether the programme meet our standards for the first time.

Section 3: Requirements to commence assessment

In order for us to progress with approval and monitoring assessments, we ask for certain evidence and information from education providers. The following is a list of evidence that we asked for through this process, and whether that evidence was provided. Education providers are also given the opportunity to include any further supporting evidence as part of their submission. Without a sufficient level of evidence, we need to consider whether we can proceed with the assessment. In this case, we decided that we were able to undertake our assessment with the evidence provided.

Type of evidence	Submitted	Comments
Completed education standards mapping document	Yes	
Information about the programme, including relevant policies and procedures, and contractual agreements	Yes	
Descriptions of how the programme delivers and assesses learning	Yes	
Proficiency standards mapping	Yes	
Information provided to applicants and learners	Yes	
Information for those involved with practice-based learning	Yes	
Information that shows how staff resources are sufficient for the delivery of the programme	Yes	

Internal quality monitoring documentation	Not Required	Only requested if the programme (or a previous version) is currently running

Due to the COVID-19 pandemic, the education provider decided to move this event to a virtual (or remote) approval visit. In the table below, we have noted the meeting held, along with reasons for not meeting certain groups (where applicable):

Group	Met	Comments
Learners	Yes	As the programme is not yet approved and has yet to run, we met with a learner from the BSc (Hons) Nursing (Adult) programme.
Service users and carers (and / or their representatives)	Not Required	
Facilities and resources	Not Required	
Senior staff	Yes	
Practice educators	Yes	
Programme team	Yes	

Section 4: Outcome from first review

Recommendation of the visitors
In considering the evidence provided by the education provider as part of the initial submission and at the virtual approval visit, the visitors' recommend that there was insufficient evidence to demonstrate that our standards are met at this time, but that the programme(s) should be approved subject to the conditions noted below being met.

Conditions
Conditions are requirements that must be met before programmes can be approved. We set conditions when there is insufficient evidence that standards are met. The visitors were satisfied that a number of the standards are met at this stage. However, the visitors were not satisfied that there is evidence that demonstrates that the following standards are met, for the reasons detailed below.

We expect education providers to review the issues identified in this report, decide on any changes that they wish to make to programmes, and then provide any further evidence to demonstrate how they meet the conditions. We set a deadline for responding to the conditions of 29 October 2020.

3.7 Service users and carers must be involved in the programme.

Condition: The education provider must provide further information about the education provider's policy on how they use service users and carers in the programme.

Reason: To meet this standard, the visitors were informed the education provider works with service users on all their health care programmes. The visitors were told the programme will work with existing service users and plans to have a service users group focusing on perioperative practice. The visitors were informed a service user and

carer strategy document was to follow. The visitors were additionally informed that service users are integral to the School of Health and Social Care programmes. Service users attend sessions in two level four modules in the programme to explore concepts with learners around communication, respect, diversity and quality patient care.

The visitors were made aware that the education provider is rethinking the way service users volunteer to support the programmes and were exploring the use of reflective accounts, diaries and synchronous or asynchronous video conferences. The visitors were also made aware service users provide feedback on patient care from learners during their practice education. The visitors were informed an individual had been appointed to drive forward a new cross School Service User Strategy, developing the use of service users across all programmes, curriculum development, ongoing delivery and evaluation of current programmes.

The visitors considered they had been informed of the different ways service users were to be used in the programme. However, they had not received documentation of the education provider's policy in regards to service users. The visitors therefore had not sight of the processes in place in relation to service user and carer involvement on the programme. The visitors therefore require to see the service user and carer strategy or other policy document in relation to the different ways service users are used in the programme.

6.4 Assessment policies must clearly specify requirements for progression and achievement within the programme.

Condition: The education provider needs to make clear the requirements for progression from module OD5002 Pharmacology.

Reason: To meet this standard, the visitors were informed that each module descriptor states any pre-requisite modules and which elements of assessment are required to pass the module. The visitors were informed during the programme team meeting that the assessment for the OD5002 Pharmacology module is 100% exam. The visitors were unclear whether this meant that the total assessment is 100% exam, and / or whether learners need to get a mark of 100% in the drug calculations section of the exam. The visitors therefore require further information to ensure them that learners will understand what is expected of them at this stage of the programme, and educators can apply assessment criteria consistently.

Section 5: Visitors' recommendation

Considering the education provider's response to the conditions set out in section 4, the visitors are satisfied that the conditions are met and recommend that the programme(s) are approved.

This report, including the recommendation of the visitors, will be considered at the 12 November 2020 meeting of the ETC. Following this meeting, this report should be read alongside the ETC's decision notice, which are available on our website.