

**Health Professions Council
Education & Training Panel – 2 August 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
Sheffield Hallam University	BSc (Hons) Occupational Therapy	Part-time
Sheffield Hallam University	BSc (Hons) Occupational Therapy	Full-time
Sheffield Hallam University	BSc (Hons) Physiotherapy	Full-time
Sheffield Hallam University	BSc (Hons) Physiotherapy	Part-time
Suffolk College	BSc (Hons) Diagnostic Radiography	Full-time
Suffolk College	BSc (Hons) Diagnostic Radiography	Part-time
Suffolk College	BSc (Hons) Oncology & Radiotherapy Technology	Full-time
Suffolk College	BSc (Hons) Oncology & Radiotherapy Technology	Part-time

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

23 July 2007

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	Sheffield Hallam University
Name of awarding body (if different from above)	
Programme title(s)	BSc (Hons) Occupational Therapy
Mode of delivery	Full time Part time Other
Name and profession of HPC Visitor(s)	Susan Thompson

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

Submission form
minor modification summary form
module descriptor x 2 (level 4 and level 5)
module handbook (for level 4)
marking grid

Please provide a summary of the proposed changes below.

Addition of module option at
level 4 and 5 both focused
on occupational health & well being

Section 2: Recommendation of the Visitor(s)

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

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

Other information requested via email
has been supplied
(position of module options in
programme)

2. 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.
3. 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)

4. 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:

Signature:

Date:

Name:

Signature:

Date:

Susan Thompson

SUSAN THOMPSON.

4th July 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:

Visitors' Report
Major/Minor Change

Section One: Programme details

Name of education provider	Sheffield Hallam
Name of awarding body (if different from above)	
Programme title(s)	BSc (Hons) O.T.
Mode of delivery	Full time <input checked="" type="checkbox"/> Part time <input checked="" type="checkbox"/> Other
Name and profession of HPC Visitor(s)	Nicola Spalding O.T.

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

HPC minor/major change submission form
Year Plan (requested)
Summary Form
Module Descriptors - Level 4 & L5.
Assessments
Module Handbook with teaching material

Please provide a summary of the proposed changes below.

An additional optional module is being proposed.

As this is additional to approved programme it does not change in respect of the SETs & SOPs achievement.

Recommend

In module descriptor, in indicative modules, contents, the reference to occupation based health promotion is included, given that it is the focus for indicative learning & the assessment.

Section 2: Recommendation of the Visitor(s)

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

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

2. ✓ 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.
3. 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.

see
recommendation
on previous pg.

(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)

4. 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: N.J. Spalding
Name: Nicola Spalding
Signature:

Date: 4.7.07

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	Sheffield Hallam University
Name of awarding body (if different from above)	
Programme title(s)	BSc (Hons) Physiotherapy
Mode of delivery	X Full time x Part time Other
Name and profession of HPC Visitor(s)	Liz Holey, Physiotherapist Nicola Smith, Physiotherapist

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

Submission form
University minor modifications submission form
2 copies of the revised module specification
Agenda for approval event

Please provide a summary of the proposed changes below.
The team wish to remove one component of the summative assessment.
They propose removing the computer-based MCQ exam (20%) weighting and adjusting the written assignment from 80% weighting to 100% weighting

Section 2: Recommendation of the Visitor(s)

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

1. The following documentation is requested before a final recommendation can be made (please list below and include a reason) -
2. 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.

We have selected recommendation 2. The extended written assessment assesses the requisite learning outcomes and is a more sophisticated assessment. Therefore two components of assessment are unnecessary. None of the SETs will be compromised by this change.

3. 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)

4. 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: Liz Holey

Signature: 

Date: 2/07/07

Name: N. Smith

Signature: N.Smith

Date: 2.6.7

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	SUFFOLK COLLEGE		
Name of awarding body (if different from above)			
Programme title(s)	BSC HONS DIAGNOSTIC RADIOGRAPHY BSC HONS ONCOLOGY AND RADIOtherapy TECHNOLOGY		
Mode of delivery	Full time <u> </u>	Part time <u> </u>	Other
Name and profession of HPC Visitor(s)	ANGELA DUXBURY LINDA MULTEMA		

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

- QUALITY FORM : CHANGES TO VALIDATION
- EXTERNAL EXAMINER SUPPORTING EVIDENCE AND TEAM RESPONSE
- CURRENT MODULE DESCRIPTOR : PHYSICS + INFOR. TECHNOLOGY
- REVISED MODULE DESCRIPTOR : PHYSICS + INFORM. TECHNOLOGY

Please provide a summary of the proposed changes below.

QUALITY FORM : CHANGES TO VALIDATED MODULE
PHYSICS + INFORMATION TECHNOLOGY , CHANGE TO
ELECTRONIC ASSIGNMENT FROM EXAMINATION

THERE IS NO CHANGE TO MODULE CONTENT ; THE
ASSIGNMENT WILL TEST THE LO'S FOR THE MODULE
AND STUDENTS HAVE A LONGER PERIOD TO
COMPLETE THE ASSESSMENT

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: ANGELA DUXBURY

Signature: AM Duxbury

Date: 16 July 2007

Name: L. Mutema

Signature: PP L. Mutema

Date: 16 July 2007

L. Mutema

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: