

**Health Professions Council
Education & Training Panel – 2 August 2007**

MINOR/MAJOR CHANGES (2)

Executive Summary and Recommendations

**Introduction
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 although the changes are major, the programmes continue to meet the standards of education & training, so there is no requirement for an approvals visit.

Education Provider	Programme Name	Delivery Mode
University of Central Lancashire	BSc (Hons) Physiotherapy	Full-time
Queen Margaret University, Edinburgh	MSc Art Therapy	Flexible
Queen Margaret University, Edinburgh	BSc (Hons) Dietetics	Full-time
Queen Margaret University, Edinburgh	MSc Dietetics	Full-time
Queen Margaret University, Edinburgh	BSc (Hons) Occupational Therapy	Full-time
Queen Margaret University, Edinburgh	Pg Dip Occupational Therapy	Full-time
Queen Margaret University, Edinburgh	MSc Occupational Therapy	Full-time
Queen Margaret University, Edinburgh	BSc (Hons) Physiotherapy	Full-time
Queen Margaret University, Edinburgh	MSc Physiotherapy (Pre-registration)	Full-time
Queen Margaret University, Edinburgh	BSc (Hons) Podiatry	Full-time
Queen Margaret University, Edinburgh	BSc (Hons) Therapeutic Radiography	Full-time
Queen Margaret University,	BSc (Hons) Diagnostic	Full-time

Edinburgh	Radiography	
The Robert Gordon University	BSc (Hons) Applied Biomedical Sciences	Full-time

Decision

The Panel is asked to approve the above named programmes as having undergone major change, in line with the executive and/or 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 (9)

Date of paper

23 July 2007

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	University of Central Lancashire
Name of awarding body (if different from above)	
Programme title(s)	BSc Physiotherapy
Mode of delivery	Full time
Name and profession of HPC Visitor(s)	Karen Harrison (Physiotherapy) Katie Bosworth (Physiotherapy)

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

1. Module change form to remove PZ 3042 and replace with a new module entitled Physical Activity and Health, including supportive comment from External Examiner.

This represents a major change, as it involves significant change to the curriculum, but the HPC Standards of Education and Training would nevertheless still be fulfilled within the course as a whole.

2. Module change form detailing change of assessment of clinical practice assessment to remove a presentation, supported by External Examiner comment. This represents a minor change, and the programme would continue to meet the HPC Standards of Education and Training.

3. Module change form detailing adjustment of pre-requisites to module PZ3040 Physiotherapy practice 3 to include an annual update of manual handling and basic life support.

This minor change would enhance delivery of the HPC SETs.

4. Module change form detailing adjustment of Physiotherapy Practice 4 pre-requisites to include the completion of manual handling and basic life support. This minor change would enhance delivery of the HPC SETs.

5. Module change form detailing the addition of a further assessment in the form of a written assignment to enable student to better develop their capabilities for academic writing. This minor change would enhance the delivery HPC SETs.

6. Module change form detailing a proposed change to the assessment of Mentoring and Professional practice PZ3043, so that the assessment better

reflects the intended learning outcomes of the module. This minor change would enhance the delivery of the HPC SETs.

All of the documentation is fully supported by external examiner comment.

The previous minor changes to the course already approved by HPC were also included for reference.

The documentation included the current Programme Specification for the BSc Physiotherapy course.

Please provide a summary of the proposed changes below.

The proposed changes are detailed within the description of the documentation detailed above.

There are six changes proposed altogether. The first of these is a major change, and all of the other five proposed changes are minor changes.

The course as a whole would continue to deliver the HPC standards of education and training, and overall the delivery of the SETs would be enhanced by these proposals, most of which have been made in response to external examiner comment.

Section 2: Recommendation of the Visitor(s)

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

1. The programme has undergone five minor changes (as specified in section one) & continues to meet the standards of education and training. Upon successful completion, students continue to meet the standards of proficiency.
2. The programme has undergone a single major change, (as specified in section one) 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.

Visitors' signatures:

Name: Professor Karen Harrison

Signature: K L Harrison

Date: 24th June 2007

Name: Mrs Kathleen Bosworth

Signature: K Bosworth

Date: 25th June 2007

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	Queen Margaret University
Name of awarding body (if different from above)	
Programme title(s)	MSc. Art Therapy
Mode of delivery	Flexible
Name and profession of HPC Visitor(s)	Dr. Janek Dubowski. Art Therapist

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

- 2 CD ROMs detailing change
- Room numbers and Descriptions including details of LC23 & LC25 (Art Therapy Studios)
- Site Map of New Campus
- Web-sites about the new campus including details of buildings and facilities etc.

Please provide a summary of the proposed changes below.

These are in respect of re-location within a new campus.

Section 2: Recommendation of the Visitor(s)

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

1. 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.

Visitors' signatures:

Name: Dr. Janek Dubowski

Signature:

Date: 12.07.07

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	Queen Margaret University, Edinburgh
Name of awarding body (if different from above)	
Programme title(s)	BSc (Hons) / MSc Dietetics
Mode of delivery	Full time
Name and profession of HPC Visitor(s)	Pauline Douglas, Dietitian

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

- CD-Rom with Promising Futures presentation
- CD-Rom with supporting plans for relocation
- Relocation of Queen Margaret University Additional information
- Relocation of Queen Margaret University Additional information as requested by reviewers no 2 Table of specialist rooms

Please provide a summary of the proposed changes below.

The move of Dietetics from Clermiston Terrace, Corstorphine, Campus to new accommodation near Musselburgh for Queen Margaret University.

Section 2: Recommendation of the Visitor(s)

1. 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.

Visitors' signatures:

Name: Pauline Douglas

Signature:

Date: 29th June 2007

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	Queen Margaret University, Edinburgh
Name of awarding body (if different from above)	Queen Margaret University, Edinburgh
Programme title(s)	BSc/BSc Hons Occupational Therapy PG Dip/MSc Occupational Therapy (Pre Reg)
Mode of delivery	Full time Flexible (BSc OT)
Name and profession of HPC Visitor(s)	Dr Jennifer Caldwell Occupational Therapy

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

1. Plans and artist impressions of new Campus (electronic format)
2. Paper outlining affects and justification for changes
3. Detail of room allocation etc.

Please provide a summary of the proposed changes below.

Relocation of campus to new purpose built environment – locating whole of University on one site rather than two sites as previously.

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: Jennifer Caldwell



Signature:

Date: Tuesday, 17 July 2007

Name:

Date
2007-07-17

Ver.
a

Dept/Cmte
EDU

Doc Type
APV

Title
Major Minor QMU OT

Status
Final
DD: None

Int. Aud.
Public
RD: None

Signature:

Date:

Date
2007-07-17

Ver.
a

Dept/Cmte
EDU

Doc Type
APV

Title
Major Minor QMU OT

Status
Final
DD: None

Int. Aud.
Public
RD: None

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:

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2007-07-17	a	EDU	APV	Major Minor QMU OT	Final DD: None	Public RD: None

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	Queen Margaret University
Name of awarding body (if different from above)	
Programme title(s)	Physiotherapy
Mode of delivery	<u>Full time</u> Part time Other
Name and profession of HPC Visitor(s)	Joanna Jackson

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

Re: Locate - Sept 2007 = Documentation attached to
 Major/Minor change submission form.
 CD-ROM = Supporting plans
 CD-ROM = Promising futures

Please provide a summary of the proposed changes below.

Complete re-location of campus.

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.

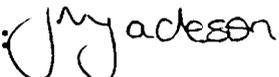
(If you have comments to make, which may be useful when considering future annual monitoring and/or minor/major change submissions, please list these on the following page)

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: JOANNA JACKSON

Signature: 

Date: 21.05.07.

Name:

Signature:

Date:

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	Queen Margaret's University
Name of awarding body (if different from above)	
Programme title(s)	BSc / BSc (Hons) Podiatry
Mode of delivery	Full time
Name and profession of HPC Visitor(s)	Paul Blakeman- Podiatrist

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

Two CD-ROMs - These disks covered:

Supporting plans of new buildings with artists impressions, Site Photographs, Student Accommodation and location map. There were also pdf files covering three levels of academic building, two levels of Sport and Student Union and a file on the new campus information. A second CD-ROM covered QMUC including Undergraduate prospectus, virtual tours, a film about QMUC, information on the new campuses and QMUC and facts and figures.

Other information requested and received included time tables for specialist rooms.

Please provide a summary of the proposed changes below.

Relocation of practical areas to new premises which cover a number of AHPs award: Radiography, Dietetics, Physiotherapy, Podiatry, Occupational Therapy, Art Therapy or Music Therapy programmes.

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: Dr. Paul Blakeman

Signature: Sent electronically

Date: 19th July 2007

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	QMU Edinburgh
Name of awarding body (if different from above)	
Programme title(s)	Podiatry / Radiotherapy
Mode of delivery	<u>Full time</u> Part time Other
Name and profession of HPC Visitor(s)	Russell Hunt.

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

"Re: locate - September 2007.
 + CD notes & building plans

Please provide a summary of the proposed changes below.

- relocation to Musselburgh.

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.

(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: Russell Hart.

Signature: 

Date: 26.6.07.

Name:

Signature:

Date:

Visitors' Report Major/Minor Change

Section One: Programme details

Name of education provider	The Robert Gordon University
Name of awarding body (if different from above)	N/A
Programme title(s)	BSc (Hons) Applied Biomedical Science
Mode of delivery	Full time
Name and profession of HPC Visitor(s)	Neill Willis (Biomedical Scientist) Martin Nicholson (Biomedical Scientist)

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

- 1) Covering letter from Maureen Melvin, Head of School of Life Science, RGU
- 2) Major/Minor Submission Change Form.
- 3) Appendix 1 Placement Provision
- 4) Appendix 2 Proposals for NHS Education Scotland Approved BSc (Hons) Applied Science Bursaries.

Please provide a summary of the proposed changes below.

- 1) The proposed student cohort intake was 21 approved by HPC in October 2005, but 28 students were accepted for the School's biomedical science programme in session 2006-07. They were all assigned to Stage 1 of the new course in BSc (Hons) Applied Biomedical Science approved in September 2006. This change in student intake was not notified to HPC (human error).
- 2) Of the current cohort of 27 students in Stage 1 those that meet the assessment criteria will progress to Stage 2 in session 2007/08 when they take their first clinical placement. The RGU state that they are confident there will be sufficient clinical placement positions for 28 students. They site Appendix document 2 and agreement reached between the four Scottish Universities regarding clinical placements. This would allocate RGU Students 28 bursaries placements for 2007/08 and beyond.

Section 2: Recommendation of the Visitor(s)

The following documentation was requested before a final recommendation could be made:

The Visitors require additional information on the number of agreed placements to be made available by laboratories as current information indicates a shortfall in placement environments in academic session 08-09. The information could come in the form of minutes from meetings with laboratory staff or from a written statement detailing the finalised available placement allocation numbers.

Upon assessment of the additional information the Visitors recommend:

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 of the HEI program and placement, the students will continue to meet the standards of proficiency.

Visitors' signatures:

Name: Neil Willis

Signature: 

Date: 14.06.07

Name: Martin Nicholson

Signature: M Nicholson

Date: 16.06.07

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: