

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Bradford
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Diagnostic Radiography
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Russell Hart (Radiographer) Diane Gammage (Dramatherapist) Susan Strand (Art Therapist)
Name of Education Officer	Mandy Hargood

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made –

See Section three

Following receipt of additional documentation, the visitors made the following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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

Date: 20 March 2009

Name: Diane Gammage

Date: 20 March 2009

Name: Susan Strand

Date: 20 March 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-26	c	EDU	APV	AM Visitors Report University of Bradford BSc (Hons) Diagnostic Radiography Full time	Final DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

3.4 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Evidence requested

Documentation to demonstrate that there is an adequate number of appropriately qualified and experienced staff to deliver the programme.

Reason for evidence requested

With the increased student numbers and the education provider's staff reduction policy and the reduction in academic staff the visitors want to be assured that there is sufficient staffing in place to meet this standard. Despite the education provider's reassurance in the audit form that this standard is met, the annual programme monitoring report for 2007/2008 indicates a clear reduction in staff.

SET 5: Practice placements standards

5.1 Practice placements must be integral to the programme.

Evidence requested

Documentation to demonstrate that there are sufficient placements for the increased student numbers.

Reason for evidence requested

The external examiner and annual monitoring report 2007/2008 indicated that the increase in student numbers may lead to an insufficient number of placements being available to meet student need.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-26	c	EDU	APV	AM Visitors Report University of Bradford BSc (Hons) Diagnostic Radiography Full time	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Bradford
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Occupational Therapy
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Nicola Spalding (Occupational Therapist) Margaret Foster (Occupational Therapist)
Name of Education Officer	Anne Shomefun

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

See Section three

Following receipt of additional documentation, the visitors made the following further recommendation.

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Nicola Spalding

Date: 23 April 2009

Name: Margaret Foster

Date: 23 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-01	c	EDU	APV	AM Visitors Report	Final DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

3.4 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme

Evidence requested

The education provider is requested to provide evidence of the staff profiles for academic and administrative staff and plans for increasing academic and administrative staff resources for the programme.

Reason for evidence requested

The comprehensive submitted documentation identifies that there appears to be a shortage of academic and administrative staff which is impacting on the running of the programme in a number of areas. The Visitors wish to see documentation relating to the current academic and administrative staff profile and plans for increasing the relevant staff resources so as to ensure that the staff shortage issue is appropriately addressed.

SET 5: Practice placements standards

5.5 The number, duration and range of placements must be appropriate to the achievement of the learning outcomes.

Evidence requested

The education provider is requested to provide the outcome of the proposed Action Plan to increase the number of placements

Reason for evidence requested

From the submitted documentation it is clear that there is a centralised system of placement allocation for 3 universities including this education provider. The documentation also indicates that this programme is having difficulties with adequate placement provision. The Visitors wish to see documentation showing the outcome of the proposed Action Plan to increase the number of placements.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-01	c	EDU	APV	AM Visitors Report	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Brighton
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Occupational Therapy
Mode of Delivery	Part time
Name of HPC Visitor(s) considering audit submission	Jane Grant (Occupational Therapist) David Houlston (Biomedical Scientist)
Name of Education Officer	Tracey Samuel-Smith Anne Shomefun (observing)

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2005/2006
- Internal quality report 2006/2007
- External Examiner's Report 2005/2006
- External Examiner's Report 2006/2007
- Response to External Examiner's report 2005/2006
- Response to External Examiner's report 2006/2007

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee—

- The following documentation is requested (please list below) before a final recommendation can be made -

Please see information below.

Following receipt of additional documentation, the visitors made the following further recommendation.

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Jane Grant

Date: 21 April 2009

Name: David Houliston

Date: 21 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report- University of Brighton-BSc (Hons) Occupational Therapy, PT	Draft DD: None	Public RD: None

Section Three: Additional details

SET 6: Assessment standards

6.4 The measurement of student performance and progression must be an integral part of the wider process of monitoring and evaluation, and use objective criteria.

Evidence requested

The education provider must submit documentation which clearly identifies the timeframes for changes to assessment methods, and if appropriate any changes which have occurred.

Reason for evidence requested

The visitors identified within the external examiner report for 07-08 and the August 2008 education providers response that changes were to be made to the assessment methods. These changes would mean that all the learning outcomes would be summatively assessed. The visitors were unsure when these changes were to occur and would like to receive information which details the timeframes for the changes. Should the changes be planned for future implementation, the visitors would like to receive confirmation of this and remind the education provider to submit a major change submission at the appropriate time. However, if the changes have already been implemented the visitors would like to ensure that the measurement of student performance and progression uses objective criteria by receiving information about the revised assessment methods.

6.4 The measurement of student performance and progression must be an integral part of the wider process of monitoring and evaluation, and use objective criteria.

Evidence requested

The education provider must submit documentation which clearly identifies the timeframes for changes to marking criteria, and if appropriate any changes which have occurred.

Reason for evidence requested

The visitors identified within the external examiner report for 2007-2008 and the August 2008 education providers' response that the programme was running a pilot scheme for a new marking criteria. This was running in conjunction with the current marking criteria. The visitors identified that the education provider would make a decision about which marking criteria to take forward but were unsure when this decision was due to be made and implemented. They would therefore like to receive information which details the timeframes for the changes. Should the changes be planned for future implementation, the visitors would like to receive confirmation of this and remind the education provider to submit a major change submission at the appropriate time. However, if changes have been implemented as a result of the decision the visitors would like to ensure that the

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report- University of Brighton-BSc (Hons) Occupational Therapy, PT	Draft DD: None	Public RD: None

measurement of student performance and progression uses objective criteria by receiving information about the revised marking criteria.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report- University of Brighton-BSc (Hons) Occupational Therapy, PT	Draft DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	Brunel University
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Occupational Therapy
Mode of Delivery	Full Time Part time
Name of HPC Visitor(s) considering audit submission	Jane Grant (Occupational Therapist) David Houlston (Biomedical Scientist)
Name of Education Officer	Anne Shomefun

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2005/2006
- Internal quality report 2006/2007
- External Examiner's Report 2005/2006
- External Examiner's Report 2006/2007
- Response to External Examiner's report 2005/2006
- Response to External Examiner's report 2006/2007

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made –

The visitors would like to see the evidence of HPC's review of facilities in summer 2007.

Following receipt of additional documentation, the visitors made the following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Jane Grant

Date: 21 April 2009

Name: David Houlston

Date: 21 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-17	a	EDU	APV	Brunel University MSc Occupational Therapy (Pe- registration) Full Time	Draft DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

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

Evidence requested

The visitors would like to see further evidence relating to the statements indicating that changes to physical resources have been subject to scrutiny by HPC in relation to this specific programme.

Reason for evidence requested

It is apparent that a visit in which a tour of facilities took place was to another programme and the visitors want to be assured the facilities and resources provided adequately support the required learning and teaching activities by this specific programme. The visitors acknowledge that some resources are generic across professions, but require confirmation that resources are sufficient to support all students and appropriate to the specific programme.

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.

Evidence requested

The visitors would like to see further evidence relating to the statements indicating that changes to physical resources have been subject to scrutiny by HPC in relation to this specific programme.

Reason for evidence requested

It is apparent that a visit in which a tour of facilities took place was to another programme and the visitors want to be assured the facilities and resources provided adequately support the required learning and teaching activities by this specific programme. The visitors acknowledge that some resources are generic across professions, but require confirmation that resources are sufficient to support all students and appropriate to the specific programme.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-17	a	EDU	APV	Brunel University MSc Occupational Therapy (Pe- registration) Full Time	Draft DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Central Lancashire
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Paramedic Practice
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Karen Harrison (Physiotherapist) James Petter (Paramedic)
Name of Education Officer	Brendon Edmonds

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

Please see section three

Following receipt of additional documentation, the visitors made the following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Karen Harrison

Date: 20th May 2009

Name: James Petter

Date: 20th May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-17	a	EDU	APV	AM Visitors Report - University of Central Lancashire - BSc (Hons) Paramedic Practice - FT	Final DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

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

Evidence requested

The visitors need clarification on the future of the current approved BSc (Hons) Paramedic Practice programme and in particular, if the programme is closing down, when the last intake is due to occur. The visitors would also like to see evidence that the programme still has a secure place in the education provider's business plan.

Reason for evidence requested

The visitors noted that the Annual Monitoring for Academic Year 2007 / 2008 Course/Subject Report refers to recruiting to the BSc (Hons) Paramedic Practice degree for the last time. This is due to the local Strategic Health Authority commissioning a diploma programme for which the education provider has been shortlisted. Therefore in light of this information, the visitors need clarification on the future of the current approved BSc (Hons) Paramedic Practice programme.

SET 5: Practice placement standards

5.8.3 Unless other arrangements are agreed, practice placement educators must undertake appropriate practice placement educator training.

Evidence requested

The visitors need clarification regarding the mentorship training provided by the education provider to ensure that all practice placement tutors and mentors have undertaken appropriate mentorship training. If all practice placement tutors and mentors have not completed mentorship training, the visitors need to see evidence of interim arrangements that the education provider has put in place in order to ensure that practice placement tutors and mentors have undertaken appropriate mentorship training.

Reason for evidence requested

The External Examiner reports for 2006/2007 and 2007/2008 raise the issue of mentorship training for placement practice tutors and mentors. In response to the 2007/2008 External Examiner report, a letter from the University of Central Lancashire, dated 22 July 2008, states:

“You will be familiar with the multi-professional mentorship training course that we provide at the University (NU3040), which a number of clinical mentors have now successfully completed and the database of mentors within the ambulance service is continuing to grow.”

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-17	a	EDU	APV	AM Visitors Report - University of Central Lancashire - BSc (Hons) Paramedic Practice - FT	Final DD: None	Public RD: None

Further to the above statement, the visitors need clarification regarding the mentorship training provided by the education provider.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-02-17	a	EDU	APV	AM Visitors Report - University of Central Lancashire - BSc (Hons) Paramedic Practice - FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Chester
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Nutrition and Dietetics
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Pauline Douglas Fiona McCullough
Name of Education Officer	Anne Shomefun

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

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See section three

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- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Pauline Douglas

Date: 3 April 2009

Name: Fiona McCullough

Date: 3 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-04-07	b	EDU	APV	University of Chester BSc (Hons) Nutrition and Dietetics full time	Final DD: None	Public RD: None

Section Three: Additional details

SET 6: Assessment standards

SET 6.3 - All assessments must provide a rigorous and effective process by which compliance with external reference frameworks can be measured

Evidence requested

The visitors request a copy of the Non Dietetics External Examiners Report 2007/2008 regarding the Multiple Modules on Nutrition

Reason for evidence requested

The submitted documentation did not include the Non Dietetics External Examiners Report 2007/2008 regarding the Multiple Modules on Nutrition. The submitted documentation did, however, indicate that some modules of this programme are delivered away from Chester at FE Colleges in the Isle of Man and Dublin. The visitors considered that the unavailability of the Non Dietetics External Examiners Report 2007/2008 regarding the Multiple Modules on Nutrition resulted in a lack of clarity about where some programme modules were delivered. The visitors, therefore, require a copy of the External Examiners Report under reference so as to clarify whether the Dietetics students can access some programme modules away from Chester.

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

Evidence requested

The visitors request a copy of the Non Dietetics External Examiners Report 2007/2008 regarding the Multiple Modules on Nutrition

Reason for evidence requested

The submitted documentation did not include the Non Dietetics External Examiners Report 2007/2008 regarding the Multiple Modules on Nutrition. The submitted External Examiners Report for the previous year, however, raised concerns about the assessment of some Nutrition modules. The visitors considered that the lack of information resulted in an inability to review continued action being taken to address earlier identified concerns. The visitors, therefore, require a copy of the 2007/2008 Report so as to ensure that earlier concerns about the assessment of some programme modules have been addressed.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-04-07	b	EDU	APV	University of Chester BSc (Hons) Nutrition and Dietetics full time	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Chester
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	MSc Nutrition and Dietetics Pg Dip Nutrition and Dietetics
Mode of Delivery	Full Time
Name of HPC Visitor(s) considering audit submission	Maureen Henderson (Dietitian) Shaaron Pratt (Radiographer)
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

The following documentation is requested (please list below) before a final recommendation can be made -

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

Visitors' signatures:

Name: Maureen Henderson

Date: 21 May 2009

Name: Shaaron Pratt

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-20	a	EDU	APV	AM Visitors Report-Chester-MSc PgDip DT FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Chester
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	Non-medical prescribing
Mode of Delivery	Part Time
Name of HPC Visitor(s) considering audit submission	J M Pickard (Chiropodist/Podiatrist) G Pollard (Paramedic)
Name of Education Officer	Brendon Edmonds

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

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

Visitors' signatures:

Name: Jim Pickard

Date: 17 May 2009

Name: Gordon Pollard

Date: 17 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-19	a	EDU	APV	AM Visitors Report - University of Chester - Non medical prescribing PT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Derby
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	MA Dramatherapy
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Glyn Harding (Paramedic) Diane Gammage (Drama Therapist) Susan Strand (Arts Therapist)
Name of Education Officer	Brendon Edmonds

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee—

- The following documentation is requested (please list below) before a final recommendation can be made -

See Section three

Following receipt of additional documentation the visitors made the following further recommendation

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Glyn Harding

Date: 20 March 2009

Name: Diane Gammage

Date: 20 March 2009

Name: Susan Strand

Date: 20 March 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-03-20	b	EDU	APV	AM Visitors Report - University of Derby - MA Dramatherapy - FT	Final DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

3.2 The programme must be managed effectively.

Evidence requested

The visitors require further evidence to ensure that programme is managed effectively. In particular, visitors' need to be certain that there are enough practice placements provided for all students on the programme.

Reason for evidence requested

The Annual Programme Report 2006/2007 raised issues about the lack of placements that were available for students. In some instances students had their placements delayed or cancelled, due to problems in finding suitable placements and placement clinical supervisors. The issue of securing more placements was recorded for further action in this same report.

However subsequent documentation provided in the Annual Monitoring audit submission did not highlight how the lack of placements available to students had been addressed. The visitors' require further evidence to show how practice placements are being sourced and managed to ensure there are enough placements available for students on the programme.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-03-20	b	EDU	APV	AM Visitors Report - University of Derby - MA Dramatherapy - FT	Final DD: None	Public RD: None

Further comments

Information regarding 'Personal Therapy' requirements for students was raised in the External Examiner's Report 07/08. The external examiner had concerns that the British Association of Dramatherapists' regulations regarding 'Personal Therapy' had not been updated in the Student Handbook to fully adhere to the current guidance.

The visitors were satisfied that the programme continued to reflect the curriculum guidance of the professional body, but recommend that this issue be reviewed to fully address any concerns.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-03-20	b	EDU	APV	AM Visitors Report - University of Derby - MA Dramatherapy - FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Exeter
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Medical Imaging (Diagnostic Radiography)
Mode of Delivery	Full Time
Name of HPC Visitor(s) considering audit submission	Maureen Henderson (Dietitian) Shaaron Pratt (Radiographer)
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -
- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Maureen Henderson

Date: 21 May 2009

Name: Shaaron Pratt

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-20	a	EDU	APV	AM Visitors Report-Exeter BSc Rad FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Hertfordshire
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Paramedic Science
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Glyn Harding (Paramedic) Fiona McCullough (Dietitian) Pauline Douglas (Dietitian)
Name of Education Officer	Brendon Edmonds

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

See Section three

Following receipt of additional documentation, the visitors made following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Glyn Harding

Date: 20 March 2009

Name: Pauline Douglas

Date: 20 March 2009

Name: Fiona McCullough

Date: 20 March 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-01	c	EDU	APV	AM Visitors Report - University of Hertfordshire - BSc (Hons) Paramedic Science - FT	Draft DD: None	Public RD: None

Section Three: Additional details

SET 6: Assessment standards

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

Evidence requested

The visitors require further evidence to ensure that there are effective mechanisms in place to assure appropriate standards of assessment.

Reason for evidence requested

The External Examiners report 2007/2008 raised concerns about the standards of marking for particular pieces of assessment in the programme. In particular, one assessment needed to be re-marked, causing some students to either fail the module or receive substantially lower marks. The response to the External Examiners report specifically addressed these concerns raised, and in particular, advised the removal of the 'Understanding operational training 2AHP0011' module which contained the assessment that required re-marking.

Although these concerns were appropriately addressed, the External Examiners report identifies issues that the visitors' would like to further explore, regarding the mechanisms employed within the programme to ensure appropriate assessment standards. The visitors' require further evidence, such as an overview the assessment strategy, to be satisfied that there are effective mechanisms in place to assure appropriate standards of assessment for the programme and that the programme continues to meet SET 6.5.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-01	c	EDU	APV	AM Visitors Report - University of Hertfordshire - BSc (Hons) Paramedic Science - FT	Draft DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	Liverpool John Moores University
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Applied Biomedical Sciences
Mode of Delivery	Full time Part time
Name of HPC Visitor(s) considering audit submission	Mary MacDonald (Biomedical Scientist) Diane Lester (Operating Department Practice)
Name of Education Officer	Brendon Edmonds

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee—

- The following documentation is requested (please list below) before a final recommendation can be made -

See Section three

Following receipt of further documentation, the visitors made the following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Diane Lester

Date: 18 February 2009

Name: Mary Macdonald

Date: 18 February 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-02	b	EDU	APV	AM Visitors Report - Liverpool John Moores University - BSc (Hons) Applied Biomedical Sciences - FT & PT	Final DD: None	Public RD: None

Section Three: Additional details

SET 3: Programme management and resource standards

SET 3.4 - There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Evidence requested

The visitors seek further evidence to ensure that there is an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Reason for evidence requested

The Programme Self Assessment and Action Document 2006/2007 details staff changes to the programme. It is unclear as to when these changes occurred during the academic year of 2006/2007. The programme received a HPC approval visit on 9-10 May 2007. If these changes have occurred after this approval visit, the visitor's seek further evidence to ensure that there is an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-06-02	b	EDU	APV	AM Visitors Report - Liverpool John Moores University - BSc (Hons) Applied Biomedical Sciences - FT & PT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Portsmouth
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Diagnostic Radiography
Mode of Delivery	Full Time
Name of HPC Visitor(s) considering audit submission	Maureen Henderson (Dietitian) Shaaron Pratt (Radiographer)
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -
- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Maureen Henderson

Date: 21 May 2009

Name: Shaaron Pratt

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-20	a	EDU	APV	AM Visitors Report-Portsmouth- BSc Rad FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Portsmouth
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Therapeutic Radiography
Mode of Delivery	Full Time
Name of HPC Visitor(s) considering audit submission	Maureen Henderson (Dietitian) Shaaron Pratt (Radiographer)
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -
- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Maureen Henderson

Date: 21 May 2009

Name: Shaaron Pratt

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-20	a	EDU	APV	AM Visitors Report-Portsmouth- BSc Th Rad FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Portsmouth
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	Dip HE Operating Department Practice
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Gillian Stevenson (Speech and Language Therapy) Tony Scripps (Operating Department Practice)
Name of Education Officer	Neil Strevett

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Additional Documentation

- Course marketing leaflet
- Course structure
- Programme specification
- Service level meetings summary

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

The following documentation is requested (please list below) before a final recommendation can be made -

The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.

See below, further comments

An Approvals 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: Gillian Stevenson

Date: 21 May 2009

Name: Tony Scripps

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Portsmouth-Dip HE ODp-FT	Final DD: None	Public RD: None

Further Comments

The Visitors wished to thank the education provider on the standard of the documentation submitted. The high standard of presentation and clear ordering of the documentation made the process of assessing it against the Standards of education and training straight forward.

Date	Ver.	Dept/Cmt	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Portsmouth-Dip HE ODp-FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Reading
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Speech and Language Therapy
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Gillian Stevenson (Speech and Language Therapy) Tony Scripps (Operating Department Practice)
Name of Education Officer	Neil Strevett

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Additional Documentation

- Programme Specification, BSc (Hons) Speech and Language Therapy
- Programme Specification, BSc Clinical Language Studies

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

The following documentation is requested (please list below) before a final recommendation can be made -

The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.

See below, further comments

An Approvals 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: Gillian Stevenson

Date: 21 May 2009

Name: Tony Scripps

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Reading-BSc Speech and Language Therapy	Final DD: None	Public RD: None

Further comments

The Visitors noted the concerns expressed within the education provider's 2007/08 annual programme report on the library resources allocated to support the programme, particularly in comparison to that of other institutions offering similar provision. While the Visitors were not of the opinion that this in any way affected the overall delivery of the programme and the ability of the programme to meet the Standards of education and training, they nevertheless wanted to encourage the education provider to reflect upon the levels of resources allocated to the programme in light of the concerns raised.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Reading-BSc Speech and Language Therapy	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Reading
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	MSc Speech and Language Therapy
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Gillian Stevenson (Speech and Language Therapy) Tony Scripps (Operating Department Practice)
Name of Education Officer	Neil Strevett

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

The following documentation is requested (please list below) before a final recommendation can be made -

The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.

See below, further comments

An Approvals 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: Gillian Stevenson

Date: 21 May 2009

Name: Tony Scripps

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Reading-MSc Speech and Language Therapy	Final DD: None	Public RD: None

Further comments

The Visitors noted the concerns expressed within the education provider's 2007/08 annual programme report on the library resources allocated to support the programme, particularly in comparison to that of other institutions offering similar provision. While the Visitors were not of the opinion that this in any way affected the overall delivery of the programme and the ability of the programme to meet the Standards of education and training, they nevertheless wanted to encourage the education provider to reflect upon the levels of resources allocated to the programme in light of the concerns raised.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Reading-MSc Speech and Language Therapy	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Sheffield
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	B.Med Sci (Hons) Speech
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Gillian Stevenson (Speech and Language Therapy) Tony Scipps (Operating Department Practice)
Name of Education Officer	Neil Strevett

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Additional Documentation

- Teaching Committee minutes
- Clinical Courses Board of Studies minutes
- Student Handbook

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

The following documentation is requested (please list below) before a final recommendation can be made -

The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.

See below, further comments

An Approvals 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: Gillian Stevenson

Date: 21 May 2009

Name: Tony Scripps

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Sheffield-B.Med Sci Speech	Final DD: None	Public RD: None

Further comments

The Visitors judged that on the basis of the documentary evidence submitted by the education provider all the Standards of education and training were being met. However, they noted that some of the documentation, particularly the education provider's responses to the external examiners' reports, appeared to be incomplete. They judged that it would be helpful if the education provider could ensure that all future documentation was fully complete and consistent.

Date	Ver.	Dept/Cmt	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Sheffield-B.Med Sci Speech	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of Sheffield
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	MMedSci (Clinical Communication Studies)
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Gillian Stevenson (Speech and Language Therapy) Tony Scripps (Operating Department Practice)
Name of Education Officer	Neil Strevett

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Additional Documentation

- Minutes of Teaching Committee
- Minutes of Clinical Courses Board of Studies

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -
- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Gillian Stevenson

Date: 21 May 2009

Name: Tony Scripps

Date: 21 May 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	a	EDU	APV	AM Visitors Report-Sheffield-MMed Sci Clinical Communication Studies	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University Campus Suffolk
Name of awarding institution (if different from education provider)	Universities of East Anglia and Essex
Name & Title of Programme	BSc (Hons) Diagnostic Radiography
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Paul Brown Patricia Fillis
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

Completed SETs mapping documents

Following the receipt of additional documentation, the visitors made the following further recommendation.

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Patricia Fillis

Date: 23 April 2009

Name: Paul Brown

Date: 23 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-28	c	EDU	PPR	AM Visitors Report Suffolk - BSc (Hons) DRAD - FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University Campus Suffolk
Name of awarding institution (if different from education provider)	Universities of East Anglia and Essex
Name & Title of Programme	BSc (Hons) Oncology & Radiotherapy Technology
Mode of Delivery	Full time
Name of HPC Visitor(s) considering audit submission	Paul Brown Patricia Fillis
Name of Education Officer	Rachel Greig

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

Completed SETs mapping documents

Following the receipt of additional documentation, the visitors made the following further recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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 Brown

Date: 23 April 2009

Name: Patricia Fillis

Date: 23 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-28	c	EDU	APV	AM Visitors Report - Suffolk - BSc (Hons) - TRAD - FT	Final DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of the West of England, Bristol
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Occupational Therapy
Mode of Delivery	Full time Part time
Name of HPC Visitor(s) considering audit submission	Jane Grant (Occupational Therapist) David Houlison (Biomedical Scientist)
Name of Education Officer	Tracey Samuel-Smith Anne Shomefun (observing)

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2005/2006
- Internal quality report 2006/2007
- External Examiner's Report 2005/2006
- External Examiner's Report 2006/2007
- Response to External Examiner's report 2005/2006
- Response to External Examiner's report 2006/2007

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

See section three

Following receipt of additional documentation, the visitors made the following final recommendation:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Jane Grant

Date: 21 April 2009

Name: David Houliston

Date: 21 April 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report - UWE, Bristol - OT FTand PT	Draft DD: None	Public RD: None

Section Three: Additional details

3.4 There must be an adequate number of appropriately qualified and experienced staff in place to deliver an effective programme.

Evidence requested

The education provider must submit the curriculum vitae for the Physical Challenges to Occupation module leader.

Reason for evidence requested

From the documentation submitted, the visitors identified that there was a new module leader for the Physical Challenges to Occupation module. The visitors are satisfied that there is an adequate number of staff in place but would like to ensure that the module leader is appropriately qualified and experienced to help deliver an effective programme. The visitors would therefore like to receive confirmation of their qualifications and experience.

3.10 A system of academic and pastoral student support must be in place.

Evidence requested

The education provider must clearly articulate the mechanisms which are in place to ensure that students are allocated an appropriate personal tutor.

Reason for evidence requested

From the documentation submitted, the visitors learnt that in 2007-2008, due to temporary staff shortages, there was a requirement to reallocate personal tutors. The visitors would like to receive confirmation of this process to ensure that the academic support for the programme continues.

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.

Evidence requested

The education provider must submit the module descriptors for Promoting Occupation, Skills and Strategies for Practice and Physical Challenges to Occupation modules.

Reason for evidence requested

From the documentation submitted, the visitors identified that the Promoting Occupation module was introduced in 2006-2007 and that changes had occurred to the Skills and Strategies for Practice and Physical Challenges Occupation modules in 2007-2008. To ensure that learning outcomes ensure that someone who successfully completes the programme meets the standards of proficiency, the visitors would like to receive the module descriptor for Promoting Occupation and the old and new module descriptors for Skills and Strategies for Practice and Physical Challenges Occupation modules.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report - UWE, Bristol - OT FTand PT	Draft DD: None	Public RD: None

SET 6: Assessment standards

6.2 Assessment methods must be employed that measure the learning outcomes and skills that are required to practice safely and effectively.

Evidence requested

The education provider must submit the module descriptors for Promoting Occupation, Skills and Strategies for Practice and Physical Challenges to Occupation modules.

Reason for evidence requested

From the documentation submitted, the visitors identified that the Promoting Occupation module was introduced in 2006-2007 and that changes had occurred to the Skills and Strategies for Practice and Physical Challenges Occupation modules in 2007-2008. To ensure that assessment methods measure the learning outcomes and skills required to practise safely and effectively, the visitors would like to receive the module descriptors for Promoting Occupation, Skills and Strategies for Practice and Physical Challenges Occupation modules.

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-05-21	b	EDU	APV	AM Visitors Report - UWE, Bristol - OT FTand PT	Draft DD: None	Public RD: None

**Visitors' Report
Annual Monitoring**

Section One: Programme Details

Name of education provider	University of the West of England, Bristol
Name of awarding institution (if different from education provider)	N/A
Name & Title of Programme	BSc (Hons) Diagnostic Imaging
Mode of Delivery	Full time Part time
Name of HPC Visitor(s) considering audit submission	Richard Price (Radiographer) Russell Hart (Radiographer)
Name of Education Officer	Mandy Hargood

Please tick to confirm the documents submitted by the education provider and list any additional documentation submitted in support of the audit submission:

- A completed HPC audit form
- Internal quality report 2006/2007
- Internal quality report 2007/2008
- External Examiner's Report 2006/2007
- External Examiner's Report 2007/2008
- Response to External Examiner's report 2006/2007
- Response to External Examiner's report 2007/2008

Section Two: Recommendation of the Visitor(s)

Please select one of the following recommendations to the Education & Training Committee–

- The following documentation is requested (please list below) before a final recommendation can be made -

See Section three

After reviewing the further documentation supplied by the education provider, the visitors' were satisfied that:

- The programme continues to meet the Standards of Education and Training. Upon successful completion, students will meet the Standards of Proficiency.
- An Approvals 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: Richard Price

Date: 20 March 2009

Name: Russell Hart

Date: 20 March 2009

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2009-03-23	b	EDU	APV	AM Visitors Report University of the West of England Diagnostic Imaging Full time and Part time	Final DD: None	Public RD: None

Section Three: Additional details

SET 2. Programme Admissions

2.2.4 The admission procedures must apply selection and entry criteria, including appropriate academic and/or professional entry standards.

Evidence requested

The current entry criteria for entry to the programme.

Reason for evidence requested

The programme report states that there is a comparatively low tariff for entry onto the programme and the visitors would like to see evidence of the review of the entry criteria.

SET 3 Programme management and resources standards

3.2 The programme must be managed effectively.

Evidence requested

Evidence of clinical placement sites and sufficient capacity to demonstrate that the clinical placements can support the number of commissioned places.

Reason for evidence requested

The visitors noted in the Programme report 2007/2008 stated that there was disparity between contract numbers and actual clinical placements available and therefore the education provider is relying on student attrition to ensure that there are sufficient clinical placements.

The visitors also noted that the education provider reported a shortage of adequately trained clinical appraisers.

3.10 A system of academic and pastoral student support must be in place.

Evidence requested

The visitors would like to receive evidence that the graduate development programme adequately equips students with the study skills required to achieve academic progression.

Reason for evidence requested

The loss of skills tutors within the education provider is noted leading to increased workload for the academic staff.

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SET 5: Practice placements standards

5.2 There must be an adequate number of appropriately qualified and experienced staff at the placement.

Evidence requested

The visitors would like to see evidence of clinical placement sites and evidence that there are sufficient staff and sufficient capacity to demonstrate that the clinical placements can support the number of commissioned places on the programme.

Reason for evidence requested

The visitors noted that the education provider reported a shortage of adequately trained clinical appraisers.

5.3 The practice placement settings must provide:

5.3.1 a safe environment; and

5.3.2 safe and effective practice.

Evidence requested

Evidence of clinical placement sites and sufficient capacity to demonstrate that the clinical placements can support the number of commissioned places on the programme.

Reason for evidence requested

The visitors noted in the Programme report 2007/2008 stated that there was disparity between contract numbers and actual clinical placements available and therefore the education provider is relying on student attrition to ensure that there are sufficient clinical placements.

The visitors also noted that the education provider reported a shortage of adequately trained clinical appraisers. The visitors wanted to be assured that the placements were adequate in terms of the number of places and staffing to be assured that the placements were safe environments for safe and effective practice.

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5.5 The number, duration and range of placements must be appropriate to the achievement of the learning outcomes.

Evidence requested

Evidence of clinical placement sites and sufficient capacity to demonstrate that the clinical placements can support the number of commissioned places on the programme.

Reason for evidence requested

The visitors noted in the Programme report 2007/2008 stated that there was disparity between contract numbers and actual clinical placements available and therefore the education provider is relying on student attrition to ensure that there are sufficient clinical placements.

The visitors also noted that the education provider are reporting a shortage of adequately trained clinical appraisers to support the number range and duration of placements. Therefore the visitors would like to receive documentation to be assured that this standard is met.

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