

### Approval process

In July and August 2009, the department has worked on the post visit stage of the approval visits from the 2008-09 academic year. There were no approval visits in this period. The majority of approval visits intend will be concluded at the September meeting of the Education and Training Panel.

The department is in the middle of confirming the schedule of approval visits for the forthcoming 2009-10 academic year. There are currently 27 visits, covering 48 programmes. The schedule is now closed from Sept 09 – Feb 10, as we require six months notice. Education providers will have until December 2009 to request a visit before July 10. The detailed schedule is included as appendix 1.

### Annual monitoring process

The Department has spent the last few months finalising the annual monitoring work from the 2008-2009 academic year. Six annual monitoring assessment days were held between February – May 2009 to consider 153 audit submissions. The results from all of these assessment days have now been considered by an Education and Training Panel. A final 13 audit submissions were received in July and August 2009 and are being considered by visitors, by correspondence.

The tables below provide a summary of the progress with the audit submissions considered by correspondence.

Date received	Number received	Outcome
July 2009	9	6 Pending 3 Sufficient Evidence of SETs
August 2009	4	2 Pending 2 Sufficient Evidence of SETs

It is anticipated that the 8 pending submissions will be considered by the October meeting of the Education & Training Panel.

The Department is now focusing on finalising the review of the annual monitoring process in the 2008-2009 academic year and preparing for the 2009-2010 academic year. The Director's report at the November meeting of the Education & Training Committee will provide an update in this area.

### Major change process

The Department has received 99 major change submissions in the 2008-2009 academic year. These submissions covered 178 programmes.

Month	Submissions	Programmes considered as part of submission
Sep-08	11	21
Oct-08	7	22
Nov-08	3	5
Dec-08	9	19
Jan-09	8	14
Feb-09	15	25
Mar-09	5	6
Apr-09	7	11
May-09	6	9
Jun-09	11	13
Jul-09	10	31
Aug-09	7	9

The table overleaf shows which result of the notification stage of the major change process.

<b>Process</b>	<b>Number of programmes</b>
Referred to annual monitoring process	20 (11%)
Referred to approval process	45 (25%)
Retained in major change process	106 (60%)
Pending decision	7 (4%)

The table below shows which outcome of those retained within the major change process.

<b>Outcome</b>	<b>Number of programmes</b>
Sufficient Evidence of SETs	90 (85%)
Insufficient Evidence of SETs - Visit Required	4 (4%)
Pending decision	12 (11%)

### **Practitioner psychologists**

In July and August 2009, a lot of the department work has focused on the opening of the practitioner psychologist part of the register opening. Activities have included:

- Publishing and updating of education specific FAQs on the website;
- Publishing and updating of the lists of approved programmes (current and historic);
- Publishing and updating of around the intended mechanisms for approval and monitoring for practitioner psychologist programmes;
- Communication with education providers around the HPC processes and intended mechanisms for approval and monitoring (introductory and detailed mailings);
- Communication with education providers around the process and requirements for submitting pass-lists;

- Managing the process for assessing the unconcluded BPS re-accreditation visits from the 2008-2009 academic year. 5 reports (100%) have been received from education providers and an assessment day is scheduled with visitors in late September. Recommendations are due to be considered by the October meeting of the Education & Training Panel;
- Scheduling required approval visits in the 2009-10 academic year (7 (47%) out of the required 15 visits have already been scheduled. The remaining 8 programmes have until December 2009 to secure dates with us);
- Scheduling of approval visits to new programmes in the 2009-10 academic year (2 visits, covering 4 programmes have already been scheduled.);
- Data entry of approved programme information into netregulate and website systems;
- Work with the BPS and IT departments to ensure receipt and transfer of data into HPC information systems; and
- Arranging a series of seminars for education providers in autumn 2009. Six seminars have been confirmed and publicised and there are over 50 attendees already signed up.

### **Publications**

In July, the Department finalised copies of three publications, namely the 'approval process – supplementary information for education providers', the revised SETs (A5) and the revised SETs guidance (A4). Copies of all publications were sent to all education providers and key stakeholders. Work is being finalised on the annual report (covering the 2007-08 academic year).

### **Partners**

The Department worked with the Partners Department in July to secure the appointment of the new practitioner psychologist visitors. Unfortunately, 4 visitors (15% of the total recruited) did not take up their appointment, either for personal reasons or because they did

not transfer to our Register as part of the voluntary register transfer. We have subsequently filled these vacant positions with candidates who were appointable, but not actually appointed in the last round of recruitment. We have one remaining vacancy for an Educational psychologist visitor.

We now have 28 practitioner psychologist visitors in total; 15 (56%) of which are already trained. The remaining 13 (46%) visitors are due to be taken in January 2010, ahead of the visits and annual monitoring days planned between February – June 2010. The training session in January 2010 will also include the 4 hearing aid dispenser visitors, ahead of the Hearing Aid Council transfer in March 2010.

The Department is currently working with the Partners Department to finalise three two-day refresher training sessions for visitors from the current 13 professions this autumn. We have approximately 65 visitors attending these sessions.

#### Education provider seminars

The Department has begun work on the series of annual seminars to education providers. Six workshops will be held at the following locations;

- London (15 October)
- Belfast (22 October)
- Leeds (27 October)
- Bristol (6 November)
- Swansea (12 November)
- Edinburgh (18 November)

As the last year has seen a number of important changes, this autumn's series of interactive workshops will be based upon the theme of 'change'. The workshops will give education providers the opportunity to learn more about recent developments including;

- Revision of our approval and monitoring processes;
- Changes to our standards of education and training; and
- Major change process.

There will also be a session which asks education providers to give their views and suggestions on what future changes might mean or need from the HPC.

#### Liaison with stakeholders

Members of the Department have met with the following groups in July, August and September 2009;

- Department of Health (working group on preceptorship);
- Department of Health (working group on Healthcare Science Education and Training Board);
- Quality Assurance Agency;
- British Psychological Society;
- UK Interprofessional group (working group for further and higher education); and
- NHS Education for Scotland

#### Projects

The table below provides an update on the progress to date for each of the projects. Of the 14 projects, one has been completed and the remaining 13 are ongoing. In general, the projects are progressing well and in line the proposed timescales agreed at the Education and Training Committee meeting in March 2009.

Project title	Progress
Standards of education and training and guidance	<ul style="list-style-type: none"> <li>• Project complete</li> </ul>
Professional body approval	<ul style="list-style-type: none"> <li>• Project progressing well</li> <li>• Visits scheduled for October and November 2009</li> <li>• It is anticipated that the visitors' reports will be considered at the</li> </ul>

Project title	Progress
	February 2010 meeting of the Education and Training Panel
Review of IHCD paramedic award approval visits	<ul style="list-style-type: none"> <li>• Project progressing well</li> <li>• Paper for consideration at this meeting of the Education and Training Committee</li> </ul>
Health and character guidance and student conduct and ethics guidance	<ul style="list-style-type: none"> <li>• Project progressing well</li> <li>• It is anticipated that the publications will be circulated in the January version of Education Update.</li> </ul>
Review of generic standards of proficiency	<ul style="list-style-type: none"> <li>• Preliminary discussions held with colleagues in the Policy &amp; Standards Department.</li> <li>• Majority of work scheduled for the second half of the 2009-2010 financial year.</li> </ul>
Standards of proficiency for chiropodists/podiatrists	<ul style="list-style-type: none"> <li>• Project progressing well.</li> <li>• Project slightly delayed due to publication process.</li> </ul>
Recording of contact details from education providers (database)	<ul style="list-style-type: none"> <li>• Project progressing well.</li> <li>• Project slightly delayed due to budget and resourcing availability.</li> </ul>
Withdrawing approval	<ul style="list-style-type: none"> <li>• Project slightly delayed</li> <li>• Paper for consideration at this meeting of the Education and Training Committee.</li> <li>• It is anticipated that the final paper will be considered at the November meeting of the Education and Training Committee.</li> </ul>

Project title	Progress
Service user involvement	<ul style="list-style-type: none"> <li>• Project progressing well.</li> <li>• Majority of work scheduled for the second half of the 2009-2010 financial year.</li> </ul>
Education systems and processes	<ul style="list-style-type: none"> <li>• Project not initiated yet - scheduled for the second half of the 2009-2010 financial year.</li> </ul>
Welsh language scheme	<ul style="list-style-type: none"> <li>• Project progressing well.</li> <li>• It is anticipated that a paper will be considered at the November meeting of the Education and Training Committee.</li> </ul>
Independent safeguarding authority	<ul style="list-style-type: none"> <li>• Project not initiated yet – delayed due to external changes in the legislative requirements and timetable.</li> </ul>
UK application forms	<ul style="list-style-type: none"> <li>• Project not initiated yet - scheduled for the second half of the 2009-2010 financial year.</li> </ul>
Net regulate approved programme maintenance	<ul style="list-style-type: none"> <li>• Project not initiated yet - scheduled for the second half of the 2009-2010 financial year.</li> </ul>

### Employees

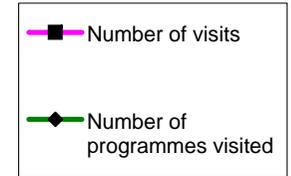
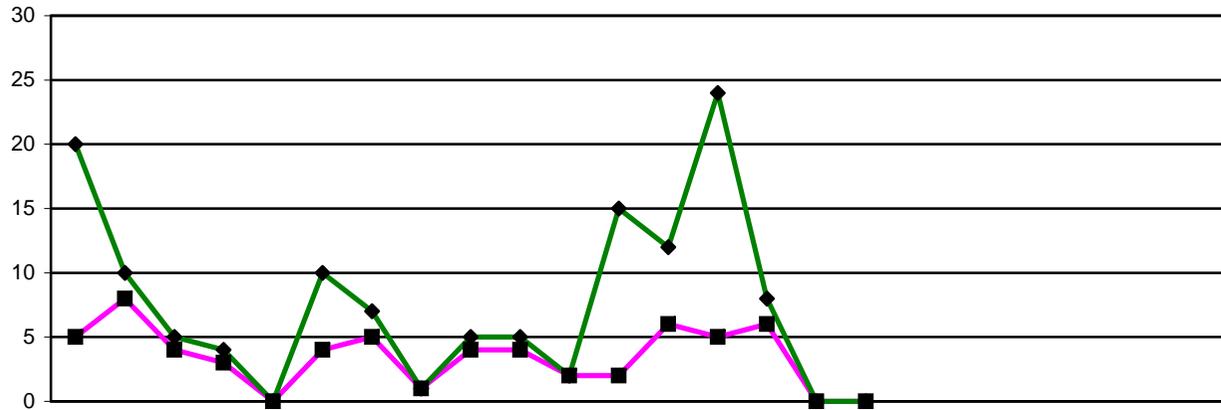
Ruth Wood has been promoted from Education Administrator to Education Officer, with effect from 28 September 2009. Recruitment to fill the vacant Education Administrator position is underway. Interviews are scheduled for 24 September 2009, with an anticipated start date in October 2009. A new Team PA/Administrator position is due to be advertised in late September 2009.

Appendix 1 - Current schedule for approval visits in 2009-2010 academic year

<b>Provisional date for visit</b>	<b>Education provider</b>	<b>Programme Name</b>	<b>Mode of Study</b>	<b>Reason for visit</b>
30 September 2009	Birmingham City University	BSc (Hons) Speech and Language Therapy	Full Time	Annual Monitoring
30 September 2009	Birmingham City University	BSc (Hons) Speech and Language Therapy	Part Time	Annual Monitoring
8 October 2009	Salford, University of	BSc (Hons) Prosthetics and Orthotics	Full Time	Major Change
28 October 2009	Liverpool, University of	Pg Dip (Radiotherapy)	Full Time	New Programme
4 November 2009	Derby, University of	MA Dramatherapy	Full Time	Major Change
10 November 2009	Association of Clinical Scientists	Certificate of Attainment	Flexible	Visit required by ETC
24 November 2009	Institute of Biomedical Science	Certificate of Competence	Flexible	Visit required by ETC
8 December 2009	Queen Margaret University	MSc Speech and Language Therapy	Full Time	New Programme
9 December 2009	St George's, University of London	V300 Independent and Supplementary Nurse Prescribing	Part Time	New Programme
12 January 2010	Nottingham, University of	Doctorate in Forensic Psychology	Full Time	New Programme
12 January 2010	Nottingham, University of	Doctorate in Forensic Psychology	Part Time	New Programme
4 February 2010	Salford, University of	BSc (Hons) Occupational Therapy	Full Time	Major Change
4 February 2010	Salford, University of	BSc (Hons) Occupational Therapy	Part Time	Major Change
9 February 2010	University of Wales, Newport	MA Art Psychotherapy	Full Time	New Programme
9 February 2010	University of Wales, Newport	MA Art Psychotherapy	Part Time	New Programme
9 February 2010	University of Wales, Newport	MA Music Psychotherapy	Full Time	New Programme
9 February 2010	University of Wales, Newport	MA Music Psychotherapy	Part Time	New Programme
11 February 2010	Manchester Metropolitan University	BSc (Hons) Physiotherapy	Full Time	Major Change
2 March 2010	Plymouth, University of	Doctorate in Clinical Psychology	Full Time	New Profession
3 March 2010	British Psychological Society	Qualification in Counselling Psychology	Flexible	New Profession
3 March 2010	Teesside University	MSc Rehabilitation (Physiotherapy/Occupational Therapy)	Full Time	New Programme
3 March 2010	Teesside University	MSc Rehabilitation (Physiotherapy/Occupational Therapy)	Full Time	New Programme
23 March 2010	Essex, University of	BSc (Hons) Occupational Therapy	Full Time	Major Change

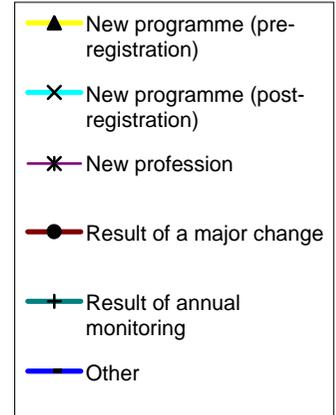
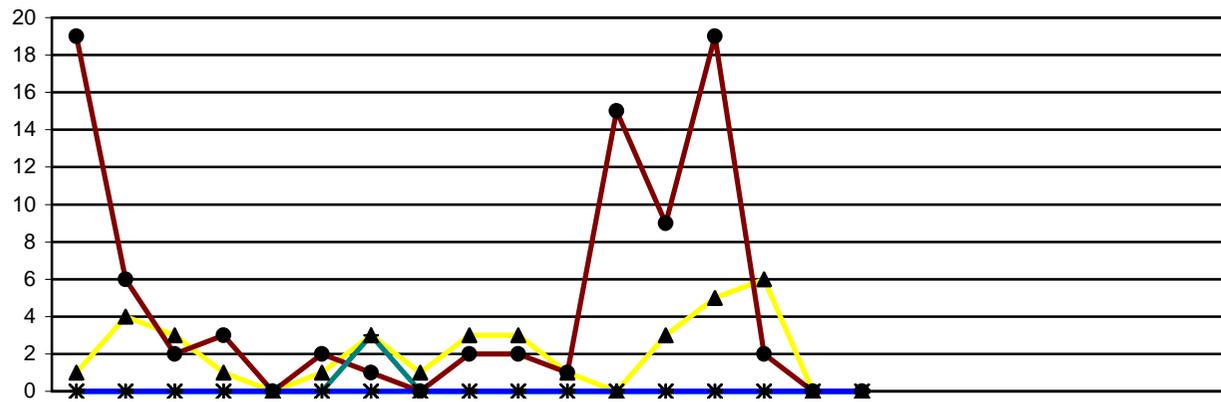
<b>Provisional date for visit</b>	<b>Education provider</b>	<b>Programme Name</b>	<b>Mode of Study</b>	<b>Reason for visit</b>
23 March 2010	Essex, University of	BSc (Hons) Occupational Therapy	Part Time	Major Change
23 March 2010	Essex, University of	BSc (Hons) Physiotherapy	Part Time	Major Change
23 March 2010	Essex, University of	MSc Occupational Therapy	Full Time	New Programme
30 March 2010	Queen Margaret University	MSc Occupational Therapy (Pre-registration)	Full Time	Major Change
30 March 2010	Queen Margaret University	Pg Dip Occupational Therapy	Full Time	Major Change
13 April 2010	Wales Institute Cardiff, University of	BSc (Hons) Applied Biomedical Science	Full Time	New Programme
13 April 2010	Wales Institute Cardiff, University of	BSc (Hons) Applied Biomedical Science	Part Time	New Programme
14 April 2010	Keele University	BSc (Hons) Physiotherapy	Full Time	Major Change
20 April 2010	Manchester, University of	Educational and Child Psychology (D.Ed.Ch.Psychol)	Full Time	New Profession
21 April 2010	Bristol, University of	Doctorate of Educational Psychology (D.Ed.Psy.)	Full Time	New Profession
29 April 2010	Institute of Psychiatry	Doctorate in Clinical Psychology (DClinPsy)	Full Time	New Profession
19 May 2010	West of England, Bristol, University of the	BSc (Hons) Diagnostic Imaging	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	Graduate Diploma Diagnostic Imaging	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	BSc (Hons) Radiotherapy	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	Graduate Diploma Radiotherapy	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	BSc (Hons) Occupational Therapy	Part Time	Major Change
19 May 2010	West of England, Bristol, University of the	BSc (Hons) Occupational Therapy	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	Graduate Diploma Occupational Therapy	Full Time	Major Change

<b>Provisional date for visit</b>	<b>Education provider</b>	<b>Programme Name</b>	<b>Mode of Study</b>	<b>Reason for visit</b>
19 May 2010	West of England, Bristol, University of the	Graduate Diploma Occupational Therapy	Part Time	Major Change
19 May 2010	West of England, Bristol, University of the	BSc (Hons) Physiotherapy	Full Time	Major Change
19 May 2010	West of England, Bristol, University of the	Graduate Diploma Physiotherapy	Full Time	Major Change
17 June 2010	London Metropolitan University	Professional Doctorate in Sport and Exercise Psychology	Full Time	New Programme
17 June 2010	London Metropolitan University	Professional Doctorate in Sport and Exercise Psychology	Part Time	New Programme
22 June 2010	British Psychological Society	Diploma in Forensic Psychology	Flexible	New Profession
22 June 2010	Leeds, University of	Doctor of Clinical Psychology (DClinPsychol)	Full Time	New Profession



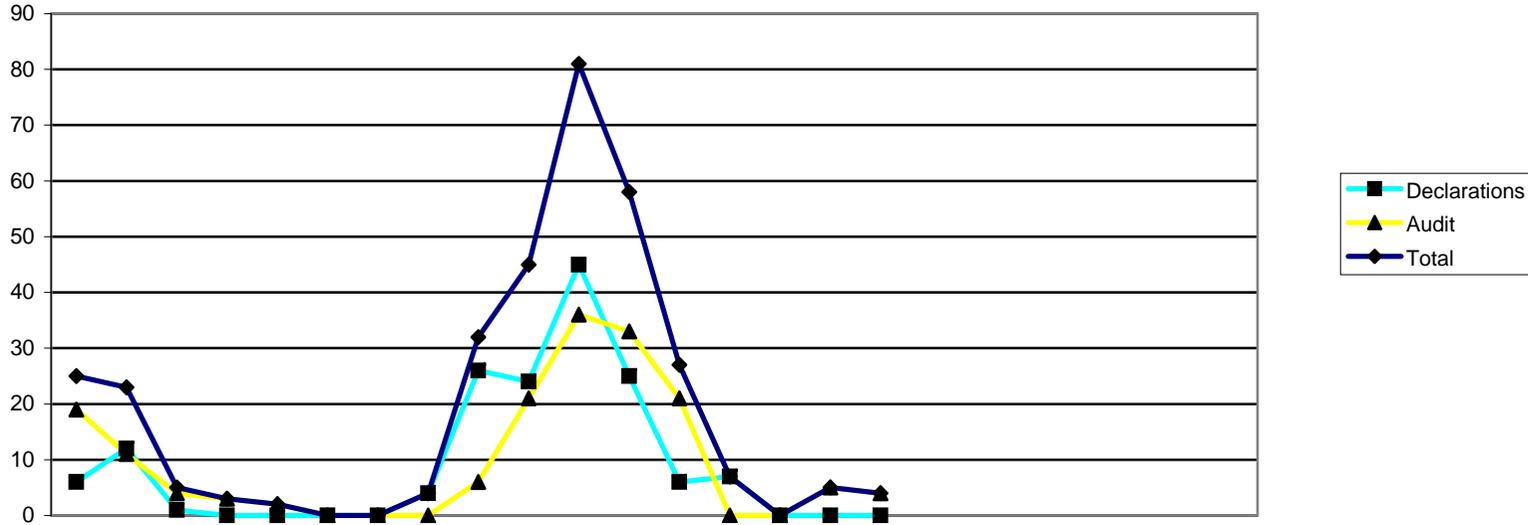
	2008			2009									2010											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Overview of approval visits																								
Number of visits	5	8	4	3	0	4	5	1	4	4	2	2	6	5	6	0	0							
Number of programmes visited	20	10	5	4	0	10	7	1	5	5	2	15	12	24	8	0	0							

2005/6	2006/7	2007/8	2008/9	09/10
FYE	FYE	FYE	FYE	YTD
0	101	63	42	17
27	117	86	84	44



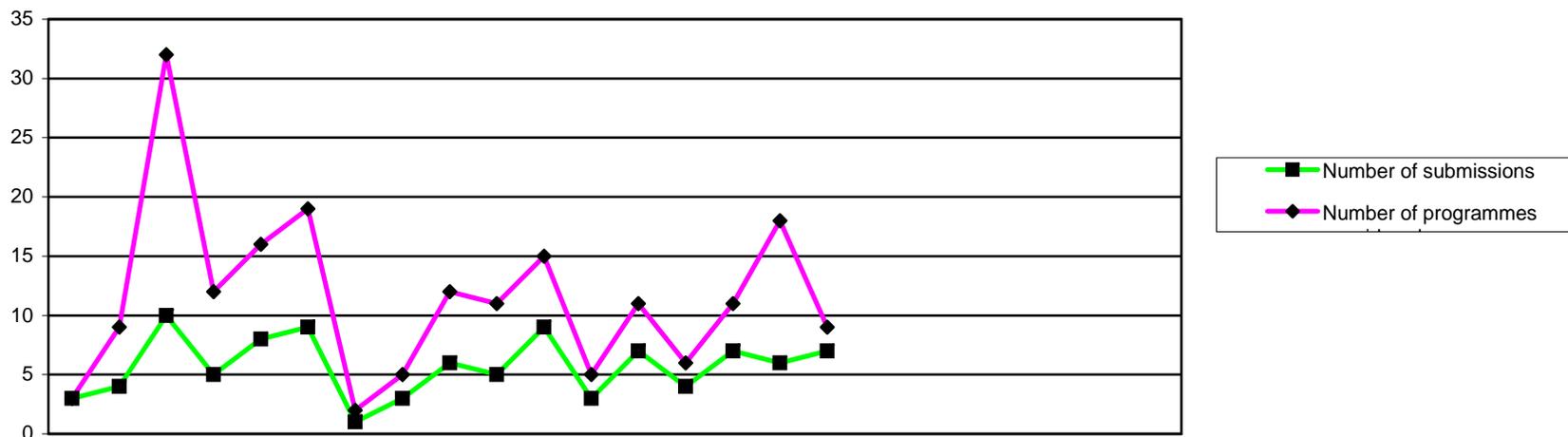
	2008			2009									2010											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Reason for programme visited																								
New programme (pre-registration)	1	4	3	1	0	1	3	1	3	3	1	0	3	5	6	0	0							
New programme (post-registration)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
New profession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
Result of a major change	19	6	2	3	0	2	1	0	2	2	1	15	9	19	2	0	0							
Result of annual monitoring	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0							
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
Total	20	10	5	4	0	3	7	1	5	5	2	15	12	24	8	0	0							

2005/6	2006/7	2007/8	2008/9	09/10
FYE	FYE	FYE	FYE	YTD
0	18	32	21	14
5	29	0	0	0
5	16	0	0	0
5	32	26	53	30
5	1	3	3	0
5	21	0	0	0
25	117	61	77	44



	2008			2009									2010											
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Annual monitoring submissions</b>																								
<b>Declarations</b>	6	12	1	0	0	0	0	4	26	24	45	25	6	7	0	0	0							
<b>Audit</b>	19	11	4	3	2	0	0	0	6	21	36	33	21	0	0	5	4							
<b>Total</b>	25	23	5	3	2	0	0	4	32	45	81	58	27	7	0	5	4							

2005/6 FYE	2006/7 FYE	2007/8 FYE	2008/9 FYE	09/10 YTD
113	94	143	143	13
51	184	135	135	30
164	278	278	278	43



	2008			2009						2010														
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>Major change submissions</b>																								
<b>Number of submissions</b>	3	4	10	5	8	9	1	3	6	5	9	3	7	4	7	6	7							
<b>Number of programmes considered</b>	3	9	32	12	16	19	2	5	12	11	15	5	11	6	11	18	9							

2005/6	2006/7	2007/8	2008/9	O9/10
FYE	FYE	FYE	FYE	YTD
16	51	62	66	31
25	97	109	141	55