**Accreditation submission for**

**Practitioner Training Programme (PTP)**

**BSc (Hons) Healthcare Science**

*Please provide brief statements only. You may use tables or bullet-pointed lists. Please do not send any attachments unless specified.*

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| **Higher Education Institution** |  |
| **Faculty** |  |
| **School** |  |
| **Programme title** |  |
| **Specialty(ies) (please list each of the specialties your programme will offer)** |  |
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| **Mode of delivery** | Full time |
| Part time |
| Other (Please specify) |

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| **Information and evidence required** | **Attachments required** | **(NSHCS reference)** |
| Diagram showing how your programme matches the PTP programme structure | Attachment 1 | S.1.1 |
| Map showing where, in your programme, the learning outcomes in the PTP learning guidance are met | Attachment 2 |  |
| Diagram showing structure of Department/School/Faculty and brief description of study environment in terms of classroom facilities and specialist equipment | Attachment 3 | S.1.1 S.2.1 |
| Proposed teaching timetable | Attachment 4 | S.1.2 |
| Up-to-date reading list | Attachment 5 | S.1.1 |
| A statement of the principles on which you grant credit exemptions/recognition of prior learning | | S.1.1 |
| Condonement/compensation: confirmation that you will meet the following NSHCS requirements   * No condonement/compensation between modules * No aggregation of marks in the research or clinical or work-based modules | | S.2.3 |
| List any modules where aggregation of marks is used | | S.2.3 |
| Summarise your rules for the following     * Reassessment/re-sit * Deferral * Exit awards | | S.2.3 |
| Measures in place to ensure course content is refreshed to reflect up-to-date scientific and clinical practice | | S.2.5 |
| Process for confirming students’ suitability for practice | Attachment 6 | S.2.3 |
| Opportunities for inter-professional learning and teaching   * list of modules where inter-professional learning and teaching occur * brief explanation of each instance | | S.4.1 |

**Handbooks**

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| **Information and evidence required**  *Please attach the following* | **Attachments required** | **(NSHCS reference)** |
| Student handbook | Attachment 7 | S.1.1 |
| Programme specification | Attachment 8 | S.1.1 |
| Module handbooks | Attachment 9 | S.1.1 |

**Quality Assurance**

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| **Information and evidence required** | **(NSHCS reference)** |
| Explain how you ensure the programme is aligned with relevant QAA subject statements or equivalent | S.1.3 |
| Quality Assurance measures in place for admissions, attendance monitoring and placement audit | S.2.2 |
| Staff development requirements for HEI staff and NHS contributors | S.2.2 |
| Student support and mentoring processes including information on the links between HEI and placement provider | S.2.2 |
| Processes for collection of, and response to, student feedback including staff/student consultative committees | S.2.2 |
| Student representation on programme and faculty committees | S.2.2 |
| Employer liaison meeting minutes including attendance list and terms of reference | S.2.2 |
| Summary of Equality and Diversity policies | S.2.2 |
| Pastoral care | S.2.2 |
| Processes for conducting and reporting on programme evaluation | S.2.2 |

**Assessment**

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| **Information and evidence required** | **(NSHCS reference)** |
| Overarching assessment strategy for the programme | S.2.3 |
| Assessments for any five of the PTP learning outcomes | S.2.3 |

**Placement learning**

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| **Information and evidence required** | **Attachments required** | **(NSHCS reference)** |
| Placement plan for each year of the programme | Attachment 10 | S.1.2 |
| List of work-based centres with name, address and contact number | Attachment  11 | S.1.2 S.2.5 |
| Evidence of teaching and learning in other facilities, such as university skills laboratories | | S.2.1 |
| Contact arrangements with the health service and quality assurance of work-based trainers | | S.1.5 |

**Patient and Public Involvement**

Provide evidence on how patients and the public contribute to the programme as part of a working partnership with academic staff, clinical staff and placements supervisors.

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| **Information and evidence required** | **Attachments required** | **(NSHCS reference)** |
| Strategy and plan for Patient and Public Involvement | Attachment 12 | S.3 |

The plan should include:

* Arrangements for recruitment and selection of patients and public representatives
* Explain how patient and public representatives are involved in:
* The initial selection of students to the programme
* Teaching activities
* Providing feedback to students
* Providing feedback to staff
* Formative assessment of students
* Summative assessment of students
* Programme governance and quality assurance
* Patients and the public representative training
* Feedback process
* Finance arrangements for patients and public
* Review process for PPI plan

**Personnel**

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| --- | --- | --- |
| **Information and evidence required** | | **(NSHCS reference)** |
| List all staff contributing to the programme and summarise their contribution   * HEI staff * NHS specialist teaching staff contributing to programme (provide details of their specialist area of expertise and teaching qualification) * Lead trainers in each department including details of their experience, teaching and assessment qualifications * Key delivery staff currently research-active in the relevant curriculum areas. | |  |
| Short-form CVs | Attachment 13 |  |
| External examiner, including CV | Attachment 14 |  |

**Continuing Professional Development**

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| **Information and evidence required** | **(NSHCS reference)** |
| Programme staff attendance at local and national NHS Healthcare Science meetings | S.1.5 |
| Staff CPD requirements | S.2.4 |
| Staff involvement with relevant professional bodies | S.4.1 |

**Research**

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| **Information and evidence required** | **(NSHCS reference)** |
| Brief description of a typical undergraduate research project | S.1.1 |

**Completed by**…………………………………………………….

**Date**………………………………………………………………..

Please return this form to [NSHCS.Accreditation@hee.nhs.uk](mailto:NSHCS.Accreditation@hee.nhs.uk) by close of play on the date of the deadline given, as well as posting two hard copies to the following address

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