**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 | Attachment11 | 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.
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| 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 by close of play on the date of the deadline given, as well as posting two hard copies to the following address

NSHCS Accreditation

St Chads Court

213 Hagley Road

Edgbaston

Birmingham

B16 9RG