

Major change visitors' report

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Section one: Programme details

Name of education provider	University College London
Programme title	Postgraduate Diploma in Audiological Science with Certificate in Clinical Competency (CCC)
Mode of delivery	Full time
Relevant part of the HCPC Register	Hearing aid dispenser
Date of submission to the HCPC	11 March 2016
Name and role of HCPC visitors	Elizabeth Ross (Hearing aid dispenser) Hugh Crawford (Hearing aid dispenser)
HCPC executive	Hollie Latham

Section two: Submission details

Summary of change

SET 2: Programme admissions
 SET 3: Programme management and resources
 SET 4: Curriculum
 SET 6: Assessment

The following documents were provided as part of the submission:

- Major change notification form (completed by the HCPC executive)
- Context pack
- Major change SETs mapping document (completed by education provider)
- Module handbooks
- Annual student experience reviews
- Development and enhancement plan
- Admissions materials
- Chair's report, exam board
- Departmental teaching committees

- Quality review framework
- Ear institute action plan 2015
- Internal quality report ear institute
- Module feedback form
- External examiner reports
- Departmental teaching committee membership list and meeting minutes
- Student staff consultative committee meeting minutes

Section three: Additional documentation

- The visitors agreed that no further documentation was required in order to make a recommendation.
- The visitors agreed that additional documentation was required in order to make a recommendation. The standards of education and training (SETs), for which additional documentation was requested, are listed below with reasons for the request.

2.1 The admissions procedures must give both the applicant and the education provider the information they require to make an informed choice about whether to take up or make an offer of a place on a programme.

Reason: The education provider submitted documentation which directed visitors to the programme website for admissions information. The website outlined that this programme would be available to students as a 'step off' from the MSc Audiological Science with Certificate in Clinical Competency (CCC). However, the information provided did not outline that this programme will provide eligibility to apply for HCPC registration as a hearing aid dispenser. The visitors note that in order for applicants to make an informed choice about whether to take up an offer of a place on this programme they will need information which clearly outlines if this programme will provide eligibility to apply for HCPC registration. In addition to this, the visitors were unable to locate where applicants would be able to find information regarding the location, length and duration of practice placements for the new programme structure. The visitors note that in order for applicants to make an informed choice about whether to take up an offer of a place on the programme they will need information regarding the length and structure of placements. The visitors therefore require additional documentation which demonstrates how the admissions procedure gives applicants the information required to make an informed choice about whether to take up an offer of a place on the programme.

Suggested documentation: Evidence which demonstrates how the admissions procedure gives applicants the information required to make an informed choice about whether to take up an offer of a place on the programme. Evidence such as updated website information including placement information and clarity that this programme will provide eligibility to apply for HCPC registration.

Section four: Recommendation of the visitors

To recommend a programme for ongoing approval, the visitors must be assured that the programme meets all of the standards of education and training (SETs) and that those who complete the programme have demonstrated an ability to meet our standards of proficiency (SOPs) for their part of the Register.

The visitors agreed to recommend to the Education and Training Committee that:

- There is sufficient evidence to show the programme continues to meet the standards of education and training and that those who complete the programme will continue to demonstrate an ability to meet the standards of proficiency.
- There is insufficient evidence to determine if or how the programme continues to meet the standards of education and training listed. Therefore, a visit is recommended to gather more evidence and if required place conditions on ongoing approval of the programme.