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Admissions process for PG Cert Clinical Practice Independent and Supplementary Prescribing and Independent and Supplementary Prescribing as a stand-alone module – Health and Care Professions Council – Paramedics and Physiotherapists

The following information is to offer guidance for applicants to the above module/course at the University of West London. The roles and responsibilities of the applicant; their line manager and their Practice Educator will also be outlined.

This course aims to prepare HCPC registered Paramedics/Physiotherapists\* to prescribe safely, appropriately and cost-effectively as an independent and supplementary prescriber.

The prescriber will be able to critically analyse relevant literature and identify strategies to develop professional practice and critically reflect upon and analyse own practice as a basis for planning and guiding own learning and personal development.

Practitioners who undertake Independent and Supplementary Prescribing will study alongside nurses and midwives. This said, both in practice and during face to face theoretical components of the course there will be profession specific learning.

Independent and Supplementary Prescribing consists of a total of 26 days where students will undertake face-to-face teaching (12 days) and directed on-line learning activity (14 days). They are also required to complete 12 7.5hr days (or 90 hours) of practice hours where they are supervised (directly or indirectly\*\*) by their Practice Educator.

\*Subject to approval by The Health and Care Professions council

\*\*Indirect supervision refers to times where the practitioners will not need to be supervised throughout their practice based learning by the Practice Educator – it would be anticipated that a range of other clinicians would be involved. The Practice Educator **would** be responsible for assessing learning outcomes have been achieved – including the Structured Clinical Examination in Practice assessment. In addition, it may be useful to establish a ‘buddy link’ with either a paramedic; physiotherapist or pharmacist prescriber. Criteria for taking on the role of Practice Educator is detailed in Appendix 4.

## Requirements for PG Cert Clinical Practice (Independent and Supplementary Prescribing) and Independent and Supplementary Prescribing as a stand-alone module – Health and Care Professions Council – Paramedics and Physiotherapists.

To be accepted onto this course/module you must:

* Be a registered Paramedic or Physiotherapist, whose name is held on the relevant part of the Health and Care Professions Council (HCPC) registration record (evidenced by submission of your registration number which will be checked via the [HCPC register](https://www.hcpc-uk.org/check-the-register/)). This course is not available to other HCPC registrants.Paramedics must normally have at least 3 years relevant post-qualification experience in the clinical area in which they will be prescribing and be working at an advanced level of clinical practice. Physiotherapists must normally have at least 3 years relevant post-qualification experience in the clinical are in which they will be prescribing.
* Be professionally practising in an environment where there is a need identified by your employer for you to regularly use independent and supplementary prescribing.
* Hold a degree from a UK university or equivalent, or in the case of non-graduates, be able to demonstrate equivalent academic ability and professional experience.
* Have reached agreement with an identified Practice Educator to provide 90 hours (12 x 7.5hr days) of supervised practice. The Practice Educator must be recognised by the employer as having:
	+ experience in the relevant field of practice
	+ training and experience in the supervision, support and assessment of trainees and agreed to:
		- provide the student with opportunities to develop competence in prescribing
		- supervise, support and assess the student during their practice experience
* Be able to demonstrate support from your employer/sponsor who will confirm (via a supplementary application form Appendix 1):
	+ that your post is one in which you will have the need and opportunity to act as an independent and supplementary prescriber
	+ You will have appropriate supervised practice in the clinical area in which you are expected to prescribe
	+ Appropriate medicines governance / clinical governance arrangements are in place to support safe and effective independent and supplementary prescribing
	+ There is a current satisfactory **full enhanced** Disclosure and Barring Service (DBS) check (within the last 3 years). All applicants will need to provide a copy of their enhanced DBS check before an offer can be made.
	+ Have the confirmed agreement from the employers Prescribing Education lead in order to undertake the course

All applicants need to be fully supported in their practice-based learning and this should include:

* Practice educators undertake regular training which is appropriate to their role, learners’ needs and the delivery of the learning outcomes of the course/module. Learners and Practice Educators must have the information they need in a timely manner in order to be prepared for practice based-learning.
* Practice-based learning must take place in a setting that is safe and supportive for learners and service users.
* There must be an adequate number of appropriately qualified and experienced, registered staff involved in practice-based learning.

# Appendix 1: Practitioners responsibilities during the admission process for PG Cert Clinical Practice (Independent and Supplementary Prescribing) and Independent and Supplementary Prescribing as a stand-alone module.

* Practitioner and Line Manager identifies need for them to become an independent and supplementary prescriber.
* Practitioner and Line Manager identifies appropriate medicines governance / clinical governance arrangements are in place to support safe and effective independent and supplementary prescribing.
* Practitioner and Line Manager identifies an appropriately qualified Practice Educator.
* Practitioner checks that they meet the practice and academic requirements needed to apply for the course/module.
* Practitioner uses [the on-line application system](http://www.uwl.ac.uk/cpd) to apply
* Practitioner - as part of the on-line application process - uploads additional application form and documentation -
	+ Submission of your HCPC registration number which will be checked via the HCPC register
	+ Copy of current satisfactory DBS check (within last 3 years)
	+ Confirmation of funding arrangements

##  Appendix 2: Line Managers responsibilities during admission process for PG Cert Clinical Practice (Independent and Supplementary Prescribing) and Independent and Supplementary Prescribing as a stand-alone module.

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* Practitioner and Line Manager identifies need for them to become an independent and supplementary prescriber.
* Practitioner and Line Manager identifies appropriate medicines governance / clinical governance arrangements are in place to support safe and effective independent and supplementary prescribing.
* Practitioner and Line Manager identifies an appropriately qualified Practice Educator.
* Ensures Practice Educator undertakes regular training which is appropriate to their role, learners’ needs and the delivery of the learning outcomes of the course/module.
* Ensures an adequate number of appropriately qualified and experienced, registered staff involved in practice-based learning.

## Appendix 3: UWL’s responsibilities during admission process for PG Cert Clinical Practice (Independent and Supplementary Prescribing) and Independent and Supplementary Prescribing as a stand-alone module.

* For all applicants UWL ensures the University's equality and Diversity policies are implemented and monitored.
* UWL checks the practitioner meets practice and academic requirements needed to apply for the course.
* UWL checks evidence of practitioner's HCPC professional registration.
* UWL checks evidence of practitioner's current satisfactory enhanced DBS check (within last 3 years), undertaken by employer.
* UWL checks confirmation of funding arrangements.

## Appendix 4: Criteria for taking on the role of Practice Educator

## A requirement for undertaking the PG Cert Clinical Practice (Independent and Supplementary Prescribing) and Independent and Supplementary Prescribing as a stand-alone module, is that the student has a Practice Educator who is a registered prescriber to support them in practice.

* Practice educators must be a qualified prescriber, on the register of their statutory regulator with annotation(s) for prescribing where applicable and with the relevant skills, knowledge and experience to support safe and effective learning.
* Practice educators must undertake regular training, which is appropriate to their role, learners’ needs and the delivery of the learning outcomes of the course.
* Practice-based learning must take place in a setting that is safe and supportive for learners and service users.
* There must be an adequate number of appropriately qualified and experienced and registered staff involved in practice-based learning.
* Learners and Practice Educators must have the information they need in a timely manner in order to be prepared for practice based-learning.

# Appendix 5:

## This form must be signed by your line manager, Practice Educator and Education Lead for Prescribing:

# **PG Cert Clinical Practice (Independent and Supplementary Prescribing) / Independent and Supplementary Prescribing as a stand-alone module**

**Additional Application Form**

**Name of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Practice Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Declaration Objectives**

1. Candidate can be released to attend 26 study days plus undertake 90 hours (x12 7.5hr days) learning in practice YES / NO
2. Candidate has identified an appropriate Practice Educator who has agreed to supervise in practice and carry out assessment and has the time to commit to this role. YES / NO
3. Candidate has undertaken a module to prepare them in diagnostics and physical/psychiatric assessment **or** you can confirm that the candidate is assessed as competent to undertake a physical assessment and diagnoses within the area they wish to prescribe – **Please attach evidence.** Examples of evidence can include job description or reference from current employer stating the applicant is competent in physical assessment skills. YES / NO

**(If the student is not competent then we recommend they undertake our History Taking and Physical Assessment L7 module prior to beginning the independent and supplementary prescribing module**)

1. Candidate has met all admissions criteria outlined on pages 2-3 of this document YES / NO

**Line Manager Name:**

**Signed: Dated:**

**Practice Educator Name:**

**Signed: Dated:**

**Education Lead for Prescribing Name:**

**Signed: Dated:**

## Should you have any additional questions, please do not hesitate to contact the Course and Module leader moortooza.puttaroo@uwl.ac.uk 020 8209 4239