SPECIAL REGULATIONS: OPERATING DEPARTMENT PRACTITIONER (INTEGRATED DEGREE) APPRENTICESHIP CONTAINING BSc (Hons) OPERATING DEPARTMENT PRACTICE (APPRENTICESHIP)

INTRODUCTION

1 These Special Regulations relate only to the following programme:

Operating Department Practitioner (Integrated Degree) Apprenticeship containing BSc (Hons) Operating Department Practice (Apprenticeship)

ADMISSION

2 The requirements for admissions are those set out in the General Regulations for the Conferment of Awards; the additional requirements are set out below.

3 All entrants are required to attend a selection day/event, and complete any assessments prescribed as part of the selection process.

GENERAL ENTRY REQUIREMENTS

4 All entrants are to satisfy the University in relation to health clearance (including occupational health requirements) following the prescribed procedures at the time of application.

5 All entrants must satisfy the requirements concerning clearance in relation to criminal convictions and any other requirements specified by the University, taking account of the requirements of the regulatory bodies, in relation to the protection of vulnerable persons. Students on the programme must remain in good standing in relation to such requirements, including, where required, registration for the updating of certificates by the Disclosure and Barring Service.

ADDITIONAL ENTRY REQUIREMENTS

6 In addition to the entrance requirements specified in the General Regulations for the Conferment of Awards and any additional requirements specified by professional or regulatory bodies entrants to the programme must have passed level 2 Maths and English (or equivalent) at grade 4 or above (GCSE grade C or above).

7 For entrants with an education, health & care plan or a legacy statement, the apprenticeships English & maths minimum requirement is Entry Level 3.

8 British Sign Language qualification are an alternative to English qualifications for whom this is their primary language.

9 In line with the Health and Care Professions Council standards of proficiency (2014) standard 8.3, applicants will also require an International English Language Testing System (IELTS) score of 7.0 with no element below 6.5.

10 In line with the apprenticeship standard, applicants must meet the 15 standards as set out in the care certificate within 3 months of commencing the apprenticeship.

PROGRAMME AWARD

11 The full BSc (Hons) Operating Department Practice is the only award that infers eligibility to apply for registration with the Health & Care Professions Council (HCPC).

DEFAULT EXIT AWARDS NOT LEADING TO PROFESSIONAL REGISTRATION

12 For an apprentice who passes the theory modules and the assessment of practice in years 1 and 2 but does not complete the final year, the Board of Examiners must consider recommending an exit award that does not lead to professional recognition.

13 The following exit awards are available to apprentices not recommended for an award leading to professional registration.

a) To qualify for a Bachelor of Science degree in Perioperative Studies apprentices must:

- Pass at least 60 credits at level 6
- Pass level 5
- Pass level 4

b) To qualify for a Diploma of Higher Education in Perioperative Studies apprentices must:

- Pass level 5
- Pass level 4

c) To qualify for a Certificate of Higher Education in Perioperative Studies apprentices must:

- Pass level 4

14 Where an award cannot be recommended, the Board may recommend the award of institutional credits.

15 Aegrotat awards may be offered at the discretion of the Board of Examiners as outlined in the regulations; however, such awards would not provide eligibility to apply for admission to the relevant professional register.

CREDIT EXEMPTION ON ENTRY

16 Entrants may gain exemption from modules in line with the University's policy in the Recognition of Prior Learning (RPL).

17 Before the apprenticeship begins, the University, in collaboration with the employer, must assess the individual's prior learning to establish the 'starting point', or baseline, of the apprentice. This informs how much of the apprenticeship training content the individual requires.

18 Where there is prior learning, the content and duration of the apprenticeship must be reduced to reflect this. The new (reduced) duration must still meet the minimum threshold of 12 months. At least 20% of the paid hours for the new (reduced) duration must be spent on off-the-job training.

19 For Operating Department Practice students requesting transfer from another institution, a transcript, reference, completed assessment of practice documentation and placement hours will

be required. All applicants' past theory and practice learning will be mapped against the programme's modules.

MODULES

20 Apprentices on the programme are unable to choose a starred module as all modules are core and will have been approved by the Health & Care Professions Council as enabling the student to demonstrate achievement of the Standards of Education and Training (2014).

ASSESSMENT

21 All assessments must be passed in order to meet the HCPC standard for education and training 4.1 and *6.1.* This includes theoretical assessments and those involved in the assessment of practice

TIMINGS OF ASSESSMENT

22 An apprentice's first reassessment attempt must be taken in the next available timetabled assessment period, or, where permitted by the University, through in year reassessment.

23 An apprentice's second reassessment attempt must be taken in the next available timetabled assessment period without attendance on the module, this can be during the same academic year as the two initial assessment attempts. Employers will not be charged for this second reassessment attempt.

COMPENSATION

24 The programme is excluded from University regulations regarding compensation in order to meet the HCPC standards of proficiency 3 and 13, and standards for education and training 4.1and 6.1 – 6.5.

25 The College of Operating Department Practitioners (CODP) also consider that where modules are mapped / related to the competencies outlined in the CODP BSc (Hons) in Operating Department Practice curriculum or the threshold standards; then in the interests of assuring patient safety and quality of professional practice, these modules / items of assessment must be non-compensable.

26 There can be no compensation for failure in the assessment of practice and there can be no compensation between theory and practice. Apprentices must pass all elements of practice learning successfully.

PROGRESSION

27 An apprentice may only progress from one year or one part of the programme to the next on successful completion of the required practice assessment.

28 Apprentices are permitted to trail and progress up to a maximum of 40 credits related to theory assessment only. Apprentices are not permitted to trail and progress practice assessment.

29 The apprentice's employer, in consultation with the Higher Education Institute will confirm that the apprentice is eligible to progress to the end point assessment.

30 In order to progress to end point assessment, apprentices must meet the following criteria:

- Achievement of English and maths qualifications at a minimum of level 2 as per general

apprenticeship requirements

- Achievement of 360 credits of the integrated degree in Operating Department Practice.

- Achievement of the knowledge, skills, and behaviours in the Operating Department Practitioner apprenticeship standard

PROFESSIONAL PRACTICE AND CONDUCT

31 Apprentices are required to make a formal declaration of good health and good character at the beginning of each year of the programme.

32 As a condition of a professional award, apprentices must successfully meet the requirements concerning attendance and professional practice, together with the requirements of the regulatory bodies relating to student conduct, good health and good character. Potential breaches of professional conduct will be subject to the fitness to practise procedures for the Faculty.

EXTERNAL EXAMINERS

33 At least one External Examiner appointed to the programme must be appropriately experienced and qualified in the relevant area of practice and, unless other arrangements are agreed with the appropriate regulatory body, be from the relevant part of the Register.

Approved by Academic Board, 31 July 2019
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