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 BSc (Hons) integrated degree must comprise 360 credits. 340 credits will be dedicated to on-programme learning and assessment. The final 20 credits of the programme will be attributed to the end point assessment.

12 The award of BSc (Hons) Operating Department Practice is made upon successful completion of 360 credits over a period of 3 years and 1 trimester full-time.

13 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

14 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.

15 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

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

17 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

18 Entrants may gain exemption from modules in line with the University's policy in the Recognition of Prior Learning (RPL). For an apprentice the maximum limit for RPL, either through (a) Advanced Standing, (b) RCPL, (c) RPEL or (d) any combination of these, is 160 credits for an award at Level 5, 280 credits for an award at Level 6 or for an Integrated Masters award.

19 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.

20 In recognising prior learning, the following should be considered against the knowledge, skills and behaviours set out in the apprenticeship standard or framework:

- Work experience (this is particularly important if the apprentice is an existing employee);
- Prior education, training or associated qualification(s) in a related sector subject area; and
- Any previous apprenticeship undertaken

21 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.

22 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

23 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

24 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.

TIMING OF REASSESSMENT

25 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.

26 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

27 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.

28 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-compensatable.

29 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 successfully all elements of practice learning.

PROGRESSION

30 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.

31 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..

32 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.

33 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 340 credits of the integrated degree in Operating Department Practice excluding 20 credits attributed to end point assessment
- Achievement of the knowledge, skills and behaviours in the Operating Department Practitioner apprenticeship standard

USE OF INTEGRATED END POINT ASSESSMENT MODULES IN AWARDS

34 The integrated End Point Assessment (EPA) module at the final level of study will be graded in accordance with the rules specified in the appropriate Apprenticeship Standard End Point Assessment Plan at https://www.instituteforapprenticeships.org/ or any successor location.

35 An apprentice must pass the EPA module without compensation in order to gain the academic award.

36 The EPA module is not graded numerically and the Apprenticeship Standard and End Point Assessment Plan require the EPA module to be included in the classification of the degree, therefore the EPA module will contribute to the classification of the award by converting the module grade to a numeric grade as given below and this numeric grade being used in the normal award classification algorithm.

- Distinction – 75%
- Merit – 65%
- Pass – 50%
- Fail – 29%

PROFESSIONAL PRACTICE AND CONDUCT

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

38 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

39 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
Amendments approved by Academic Board, 30 March 2020