

INDEPENDENT/SUPPLEMENTARY PRESCRIBER PREPARATION PROGRAMME AND SHORT COURSE APPLICATION GUIDANCE NOTES FOR HCPC REGISTRANTS



- **Physiotherapists**
 - **Podiatrists**
 - **Paramedics**
- **Therapeutic Radiographers**

The application forms for this Prescriber Preparation Programme/Short Course are designed to ensure that practice learning for the prescribing student complies with the *Standards for Prescribing (HCPC, 2019)* and, specific to this Programme and Short Course: *Standards for Education Providers: Admissions (HCPC, 2019)*.

Applicants must provide evidence that they meet the criteria set by the HCPC *Standards for Education Providers (2019)* & Allied Health Professionals Federation *Outline Curriculum Framework (2018)* to undertake an Independent/Supplementary Prescriber Preparation Programme or Short Course:

- a) Be registered with the HCPC in one of the relevant Allied Health Professions
AND
- b) Be professionally practising in an environment where there is an identified need for the individual to regularly use independent prescribing or supplementary prescribing
AND
- c) Be able to demonstrate support from their employer/sponsor* including confirmation that the entrant will have appropriate supervised practice in the clinical area in which they are expected to prescribe
AND
- d) Be able to demonstrate medicines and clinical governance arrangements are in place to support safe and effective supplementary and/or independent prescribing
AND
- e) Have an approved medical practitioner, normally recognised by the employer/ commissioning organisation as having:
 - i) Experience in the relevant field of practice
 - ii) Training and experience in the supervision, support and assessment of trainees
 - iii) Has agreed to; - Provide the student with opportunities to develop competences in prescribing - Supervise, support and assess the student during their clinical placement.AND
- f) Have normally at least 3 years relevant post-qualification experience in the clinical area in which they will be prescribing.
AND
- g) Be working at an advanced practitioner or equivalent level.
AND

h) Be able to demonstrate how they reflect on their own performance and take responsibility for their own Continuing Professional Development (CPD) including development of networks for support, reflection and learning.

AND

i) In England and Wales, provide evidence of a Disclosure and Barring Service (DBS) or in Northern Ireland, an AccessNI check within the last three years or, in Scotland, be a current member of the Protection of Vulnerable Groups (PVG) scheme.

Academic level

Participation in and successful completion of a HCPC approved prescribing programme leads to accreditation at a level equivalent to a bachelor's degree as a minimum award [AHPF, 2018,16].

If you are applying for the under-graduate degree level Short Course (level 6), you will be required to present evidence of ability to study at QAA level 6 (degree level). If applying to undertake the programme at Master's level (level 7), you are required to have either an under-graduate degree or be able to present evidence of recent degree level study. Please contact the programme team for further details using cpd@lincoln.ac.uk

You will need to evidence the support for your application from:

- **Your employer:** The University of Lincoln will work collaboratively with your employer in order to confirm that the necessary governance structures are in place (including clinical support, access to protected learning time and employer support where appropriate) to enable students to undertake and be adequately supported throughout their programme.
- Self-employed applicants will need to demonstrate an identified need for prescribing and that all appropriate clinical governance in the area in which they practice (registration with the Care Quality Commission) [AHPF, 2018,15].
- **Your Prescribing Lead** If you work in an NHS Trust, there will be a senior manager who acts in the capacity as Prescribing Lead and takes a strategic responsibility for prescribing policy and developments within the organisation. If you are self-employed or work in an organisation without a designated prescribing Lead, this section of the application form does not need to be completed.

Practice learning

In addition, you will need to nominate a Designated Medical Practitioner (also referred to in the programme as a Practice Assessor) and a supportive clinical practitioner (referred to in the programme as a Practice Supervisor):

- **The practice supervisor** can be any registered health and social care professional working in a practice environment. The University of Lincoln, in partnership with our practice partners, require the practice supervisor for prescribing programmes to hold their V300 prescribing qualification. They must also have completed the necessary educational preparation for the role of practice supervisor. The only exception relates to medically qualified practitioners who can evidence the required experience in teaching and assessing as detailed in Section 3 of the application form.
- **The practice assessor/ Designated Medical Practitioner** is a registered healthcare professional and an experienced prescriber with suitable equivalent qualifications for this V300 independent/supplementary prescriber preparation programme [Part 3, 4.5]. They must have

completed their educational preparation for the role of practice assessor. The only exception relates to medically qualified practitioners who can evidence the required experience in teaching and assessing as detailed in Section 4 of the application form.

- **Please note:** Practice assessors cannot act as the practice supervisor and assessor simultaneously for the same student.

Selection, admission and progression

Approved education institutions, together with practice learning partners must:

- 1.1 ensure that the applicant is a registered healthcare professional in a profession eligible to prescribe using both Independent and Supplementary frameworks before being considered as eligible to apply for entry onto a HCPC approved prescribing programme.
- 1.2 provide opportunities that enable all eligible professional registrants (including NHS, self-employed or non-NHS employed registrants) to apply for entry onto a HCPC approved prescribing programme.
- 1.3 confirm that the necessary governance structures are in place (including clinical support, access to protected learning time and employer support where appropriate) to enable students to undertake, and be adequately supported throughout, the programme.
- 1.4 consider recognition of prior learning that is capable of being mapped to the RPS *Competency Framework for all Prescribers (2016)*.
- 1.5 confirm on entry that any applicant selected to undertake a prescribing programme has the competence, experience and academic ability to study at the level required for that programme.
- 1.6 confirm that the applicant is capable of safe and effective practice at a level of proficiency appropriate to the programme to be undertaken and their intended area of prescribing practice in the following areas:
 - 1.6.1 Clinical/health assessment
 - 1.6.2 Diagnostics/care management
 - 1.6.3 Planning and evaluation of care, and
- 1.7 ensure that applicants for V300 supplementary/independent prescribing programmes have been registered with the HCPC for a minimum of three years prior to application for entry onto the programme.

HCPC (2019) Standards for Prescribing

Allied Health Professions Federation (2019) Outline Curriculum Framework for Education Programmes to Prepare: • Physiotherapists • Podiatrists • Therapeutic Radiographers • Paramedics as Independent/Supplementary Prescribers, and to Prepare: • Diagnostic Radiographers • Dietitians as Supplementary Prescribers

Supervision of students

Approved education institutions, together with practice learning partners, must ensure that:

- D.1 Practice based-learning must be integral to the programme.
- D.2 The structure, duration and range of practice-based learning must support the achievement of the learning outcomes and the standards set out in the Single Competency Framework for all Prescribers (RPS, 2016), as appropriate to the prescribing mechanism delivered by the programme.

D.3 The education provider must maintain a thorough and effective system for approving and ensuring the quality of practice-based learning. By 'prescribing mechanisms', we mean independent or supplementary prescribing. (HCPC, 2019).

D.4 Practice-based learning must take place in a setting that is safe and supportive for learners and service users.

D.5 There must be an adequate number of appropriately qualified and experienced and, where appropriate, registered staff involved in practice-based learning.

D.6 Practice educators (also known as Designated Medical Practitioners/Designated Prescribing Practitioner) 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.

D.7 Practice educators must undertake regular training which is appropriate to their role, learners' needs and the delivery of the learning outcomes of the programme.

D.8 Learners and practice educators must have the information they need in a timely manner in order to be prepared for practice based learning.

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Practice-based learning

Practitioners undertaking the course require a medical prescriber willing to supervise them in 12 day 'learning in practice' element of the preparations.

Some of the mentoring time may be achieved by utilising experienced pharmacists and non-medical prescribers for support and advice whilst retaining the medical mentor as the key assessor.

The doctor or dentist who provides that medical supervision must be a registered practitioner who:

1. Has normally had at least 3 years' medical treatment and prescribing responsibility for a group of patients/clients in the relevant field of practice.

2. And:

a. Is within a GP practice and is either vocationally trained or is in possession of a certificate of equivalent experience from the Joint Committee for Post-Graduate Training in General Practice Certificate (JCPTGP)

Or b. Is a specialist registrar or a consultant within a NHS Trust or other NHS employer.

3. Has the support of the employing organisation or GP practice to act as the designated medical practitioner who will provide supervision, support and opportunities to develop competence in prescribing practice.

4. Has some experience or training in teaching and/or supervising in practice.

5. Normally works with the trainee prescriber. If this is not possible (such as in nurse-led services or community pharmacy), arrangements can be agreed for another doctor to take on the role of the mentor, provided the above criteria are met and the learning in practice relates to the clinical area in which the trainee prescriber will ultimately be carrying out their prescribing role.

What is a DMP/Practice Assessor expected to do?

The DMP has a crucial role in educating and assessing non-medical prescribers. This involves:

- Establishing a learning contract with the trainee
- Planning a learning programme which will provide the opportunity for the trainee to meet their learning objectives and gain competency in prescribing
- Facilitating learning by encouraging critical thinking and reflection
- Providing dedicated time and opportunities for the trainee to observe how the DMP conducts a consultation / interview with patients and / or carers and the development of a management plan
- Allowing opportunities for the trainee to carry out consultations and suggest clinical management and prescribing options, which are then discussed with the DMP
- Helping ensure that the trainees integrate theory with practice
- Taking opportunities to allow in-depth discussion and analysis of clinical management using a random case analysis approach, when patient care and prescribing behaviour can be examined further
- Assessing and verifying that, by the end of the course, the trainee is competent to assume the prescribing role

How the University supports DMP/Practice Assessors

- An orientation session and / or information at the start of each programme- this is delivered by Panopto video recording
- A programme handbook including information on the course content, learning outcomes, timetable and assessment strategy
- An assessment workbook / log in the form of the Practice Assessment Document
- Assessment of the learning environment by clinical audit visit
- On-going contact by email and site visit where indicated

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Qualification to be awarded

Following successful completion of a HCPC approved programme of preparation, the registered Healthcare professional is eligible to be recorded as a prescriber in the category of:

an independent/supplementary prescriber in these professions:

- Physiotherapy
- Podiatry
- Paramedic Science
- Therapeutic Radiography

the student may only prescribe once their prescribing qualification has been annotated on the HCPC register and they may only prescribe from the formulary they are qualified to prescribe from and within their competence and scope of practice.

HCPC (2019) Standards for Prescribing

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References

Allied Health Professions Federation (AHPF) (2019) *Outline Curriculum Framework for Education Programmes to Prepare: • Physiotherapists • Podiatrists • Therapeutic Radiographers • Paramedics as Independent/Supplementary Prescribers, and to Prepare: • Diagnostic Radiographers • Dietitians as Supplementary Prescribers*. London: AHPF. Available <http://www.ahpf.org.uk/files/Joint%20OCF%202018%20update%20College%20of%20Paramedics%20March18%20minor%20error%20corrected.pdf>

Health and Care Professions Council (HCPC)(2018) *Standards for prescribing: standards for education providers and registrants*. London: HCPC. Available <https://www.hcpc-uk.org/standards/standards-relevant-to-education-and-training/standards-for-prescribing/>

Royal Pharmaceutical Society (RPS)(2016) *A Competency Framework for all Prescribers*. London: RPS. Available <https://www.rpharms.com/Portals/0/RPS%20document%20library/Open%20access/Professional%20standards/Prescribing%20competency%20framework/prescribing-competency-framework.pdf>