



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Jan Davis		
Home Institution / Employer of External Examiner:	University of Southampton		
Programme and / or Subjects Covered by this Report:	MSc in Advanced Practice Post graduate Certificate in non -medical prescribing		
Academic Year / Period Covered by this Report:	2012-2013	Date of Report:	27/5/13

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online.**

1. Programme Structure

The **MSc Advanced Practice** enables clinicians to choose within a generic and specialised range options to suit their preferred professional development area.

Last year proposals to introduce a new 3 year part-time MSc Advanced Clinical Practice and a 2 year part time Post graduate Certificate in Advance Practice were put forward and these programmes were approved.

The two year Post Grad cert is practice focused being comprised of a 60 credit practice portfolio. This can be taken as a stand-alone module, (if students already have an MSc in advanced practice) or as an alternative to a dissertation module to gain an MSc Advanced Practice award. This practice focused dissertation has moved away from the traditional dissertation but was thought to be more relevant to clinicians and therefore specific approval was sought so that all QAA and university regulations were met. The rational is to up-skill experienced nursing staff to support the medical staff rota and provide continuity of care rather than newly qualified, transient junior medical staff. This programme had strong practice support from clinical colleagues and whilst initially critical care focused interest has also been shown from a number of other disciplines e.g. emergency care, mental health and midwifery. I can see that this new addition will be very attractive to students and the programme team were mindful to ensure the direction was supported by the current political and professional drivers and stakeholder need.

The **Postgraduate Certificate in non-Medical Prescribing** can be taken as a stand- alone programme of study or within the full MSc advanced practice and prepares registered experienced practitioners for prescribing in their clinical roles

and within their scope of practice. The programme is well- structured and logical in approach and this year short answer questions were added to the multi-choice paper to meet the NMC guidance (2006).

To reflect the growing driver to include service user feedback an additional reflective case study was added. All students complete a patient assessment skills component which gives students the basic underpinning patient assessment skills and diagnostic skills to enable them to work safely. This is a considerable amount of new knowledge and skills to achieve in a relatively short space of time but the students generally achieve good results. The programme is well- structured and logical in approach.

2. Academic Standards

The PG Cert Non -medical prescribing programme reflects national specified NMC standards for educational provision for independent prescribing. With a few exceptions the academic standards and achievement of students in both this programme and the students undertaking the MSc Advanced Practice programme are comparable with my own institution and one other that I have experience with as an external examiner.

The NMC stipulate recommendations and requirements for the programme teaching team and these are being fulfilled; the programme lead holds an NMC recorded teaching qualification as is required within the NMC standards for prescribing and although not an independent prescriber there are members of the wider prescribing teaching team who are non- medical prescribers

3. The Assessment Process

PG Cert Non Medical Prescribing assessments reflect the recommendations of the NMC. The range of assessment methods is good comprising of written assignments, critical appraisal of a paper, OSCE's, pharmacology and numerical examinations, practice based competencies and portfolio. The MCQ based pharmacology examination paper has been amended this year, to contain short answer questions as outlined in the guidance by the NMC (2006). The assessments within this programme are numerous and diverse. An additional case study was added this year. It is timely to re look at the assessment workload to see if the NMC standards can be met by combining assessments to reduce the need for additional work and I believe the programme team are undertaking a review currently.

The current marking processes provide students with detailed feedback and are constructive in approach to improve marks where needed. The moderation report provided to me which reports the moderation processes undertaken is very helpful.

In addition to my commitments I reviewed 6 dissertations. I am unsure of the penalties if any for breach of confidentiality and raised this issue within my external report as some student's breached confidentiality to varying degrees. It would be helpful to receive guidance on this. I raise it as within my own institution a breach of confidentiality is an automatic fail and I would like to be clear of the guidance for this university.

4. Year-on-Year Comments

The programme team are very approachable and respond to any queries I may raise in a timely manner. The system to retrieve work for review in my role as external examiner is easy to use although there have been repeated issues in not being able

to download the excel documents. The quality team are always prompt in following up via email the required report.

Samples of the assessment papers are sent to me within a reasonable time frame for me to fulfil my duties.

I was pleased to see that the short answer questions raised within this report last year have now been added to fulfil the requirements in the NMC standards

5. Preparation / Induction Activity (for new External Examiners only)

N/A

6. Noteworthy Practice and Enhancement

The programme team are to be commended on their innovative addition of the case study involving a reflective piece following patient feedback within the prescribing programme. This mirrors the current drivers for patient involvement in health education and the reflective insights the students gained were invaluable.

7. Appointment Overview (for retiring External Examiners only)

N/A

8. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
Programme/Course Information				
8.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?		x	
8.2	Were you asked to comment on any changes to the assessment of the Programme?		x	
I did not receive the updated prescribing programme booklet but this was sent immediately on request as I was not aware of the addition of a further case study. I am now being consulted on proposed changes for the coming year.				
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	x		
8.4	Were the nature, spread and level of the questions appropriate?	x		
8.5	Were suitable arrangements made to consider your comments?	x		
Marking Examination Scripts				
8.6	Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent?	x		
8.7	Was the general standard and consistency of marking appropriate?	x		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	x		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	x		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	x		
Coursework and Practical Assessments				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	x		
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	x		
8.13	Was the method and general standard of assessment appropriate?	x		
8.14	Is sufficient feedback provided to students on their assessed work?	x		
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			x
Sampling of Work				

		Yes (Y)	No (N)	N/A (N/A)
8.16	Were you afforded sufficient time to consider samples of assessed work?	x		
Examining Board Meeting				
8.17	Were you able to attend the Examining Board meeting?	x		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	x		
8.19	Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers?	x		
Joint Examining Board Meeting (if applicable)				
8.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			x
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			x
8.22	Was the Composite Examining Board conducted according to its rules?			x

Please return this Report, preferably in a Microsoft Word format, by email to:

ExternalExaminers@cf.ac.uk

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Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE