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# EAF1

**Employer Authorisation Form**

## **MSc Advanced Clinical Practice (Not for Degree Apprenticeship Route) Information for applicants and sponsoring health organisations**

**Introduction**

This programme has been designed for registered healthcare professionals who wish to develop their competence in advanced clinical practice, leadership, education and research as outlined in the Multi- professional Framework for Advanced Clinical Practice in England (2017).

By the end of the course, learners are expected to

* Demonstrate a high level of autonomy in making required clinical decisions and act appropriately in complex and unpredictable situations.
* Undertake an advanced level of assessments, and through selection and interpretation of appropriate clinical investigations and results, formulate a diagnosis and a plan of care using person- centred approaches.
* Evaluate and initiate a range of evidence- based interventions, which may include for example prescribing of medicines, therapies and person-centred care.
* Lead service improvements, educate and develop others and provide consultancy services related to advanced practice within an individual’s scope of practice.
* Critically evaluate the findings of research and audit to enhance advanced practice and service delivery, whilst developing a high level of expertise within one’s own practice and that of others.

**Entry criteria**

Learners enrolling on the programme will need to demonstrate that they are able to meet the specified entry criteria:

* Normally a first degree in a health-related discipline. Applicants with evidence of equivalent professional development or academic proficiency will be considered.
* Current registration with one of the statutory regulators of health and care professions in the UK
* Employment as a patient facing health care professional in an appropriate setting.
* Normally a minimum of 3 years post- qualification experience.
* Evidence of their employer’s recommendation for their application for a programme of study leading to an Advanced Practice role including a formal reference from the employer confirming:
	+ The applicant demonstrates professional values and behaviours, respecting people’s diversity, beliefs, culture, needs, values and preferences and shows respect and empathy acting as a role model for others
	+ The applicant has the clinical experience and commitment to undertake the programme
	+ Confirmation that the employer supports the applicant to undertake the programme including the provision of a mentor with Occupational competence’ and the availability of appropriate clinical supervision

The employer is the named designated individual who represents the sponsoring health organisation and is responsible for the training and education in that organisation.

**Support for learning and development in clinical practice**

The programme involves a significant period of learning in the practice setting. Throughout the duration of the programme the learner must be supported by a ***Coordinating Education Supervisor*** and an ***Associate Workplace Supervisor*** who may hold different registration to their supervisees.

The supervisors have a substantial role in the education of advanced practitioners with an overarching professional responsibility for monitoring the learner’s progress in achieving the outcomes of specified learning in practice and where required confirming the learner’s competence to practice at an advanced level. The [CAP Workplace Supervision for ACP](https://advanced-practice.hee.nhs.uk/workplace-supervision-for-advanced-clinical-practice-2/) (2020), document gives further in-depth guidance on the expectations of supervision.

The **Coordinating education supervisor** should be identified and approved by the appropriate employer prior to the learner’s commencement on the programme. The supervisor may be a **doctor** or **advanced practitioner** or **expert practitioner** who has normally had at least 3 years medical, advanced, or expert practice responsibility for a group of patients/clients in the relevant field of practice. They should either work as a **Specialist Registrar, Clinical Assistant, a medical or non-medical Consultant** within a registered health or social care organisation employer, or as a **General Practitioner** (GP) within a GP practice or have completed an accredited master’s level programme in specialist practice or advanced practice. The supervisor should also be previously experienced in teaching and/or supervising in practice. Learners will be required to identify the clinical supervisor/s and their qualification for the role.

The co-ordinating education supervisor role includes:

* As per HEE recommendation it would be best practice to meet with the educational supervisor for a minimum of 1 hour each week or 4 hours each month.
* Identifying learning opportunities to enable the learner to achieve the specified learning outcomes, together with other qualified staff.
* Facilitating trainee’s learning, supervising practice, and assessing the learners’ level of attainment related to the stated outcomes of the programme and the specific module being studied.
* Providing regular feedback to the learner on the achievement of the learning outcomes.
* Communicating with the personal tutor any cause for concern regarding the learner’s progress. This must also be recorded in the learner’s portfolio and assessment documentation.
* Being familiar with the programme structure, organisation, and content.
* Providing support to the learner and the associate workplace supervisors with teaching, role modelling and assessing the learner in practice.

Trainees also ned to be supported by **Associate workplace supervisor/s** who are experienced in practice-based education and the supervision of experienced registered professionals. The developing advanced clinical practitioner can expect to work with a variety of associate workplace supervisors, each matched to support the development of specific, identified aspects of advanced clinical practice capability and/or competence. Associate Workplace supervisors will be identified by learners in collaboration with their co-ordinating education supervisor.

As a guide, learners are recommended to have **a minimum of 8 hours each week of appropriate mentorship/supervision** linked to their academic studies e.g. whilst studying Leadership, Education and Developing Others the mentorship/supervision would ideally link to this.

All supervisors will be supported by the university and invited to regular online supervisor forums.

### **Programme pathway**

### **September (Semester A Start)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Semester | Module | Credits |
| Post Graduate Certificate in Clinical Practice |
| Year 1 | AA | Advanced Clinical Practice (Core)Integrated Research with Contemporary Practice (Core) | 1515 |
| B | Advanced Health Assessment and Diagnostic Indicators (Core) | 15 |
| C | Advanced Work Based Skills – Diagnostic Interpretation (Core) | 15 |
| Post Graduate Diploma in Clinical Practice |
| Year 2 | A A | Optional module(s)Or alternatively choose Non-Medical Prescribing | 15 or 3030 |
| B | Leadership, Education and Developing Others (Core) | 30 |
| C | Advanced Work Based Skills – Therapeutic Interventions (Core) | 15 |
| Master of Science in Advanced Clinical Practice |
| Year 3 | AB | Practice Development Project (Core) | 30 |

### **January (Semester B Start)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Semester | Module | Credits |
| Post Graduate Certificate in Clinical Practice |
| Year 1 | BB | Advanced Clinical Practice (Core)Integrated Research with Contemporary Practice (Core) | 1515 |
| C | Advanced Work Based Skills – Diagnostic Interpretation (Core) | 15 |
| A | Advanced Health Assessment and Diagnostic Indicators (Core) | 15 |
| Post Graduate Diploma in Clinical Practice |
| Year 2 | B | Leadership, Education and Developing Others (Core) | 3030 |
| C | Advanced Work Based Skills – Therapeutic Interventions (Core) | 15 |
| A | Optional module(s)Or alternatively choose Non-Medical Prescribing | 15/3030 |
| Master of Science in Advanced Clinical Practice |
| Year 3 | AB | Practice Development Project (Core) | 30 |

**Optional Modules**

To complete the programme, you must accrue a minimum of 45 credits from optional modules. A complete list of optional modules can be found at <https://www.applycpd-herts.com>

**MSc Advanced Clinical Practice Applicant Information and Planning Form**

**(To be completed by the applicant)**

To assist the administration and programme team in ensuring a positive learning experience, we would be grateful if you could complete the following questions.

Applicants Name:

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| --- |
| Non-Medical Prescribing |
| Have you completed the Non-Medical PrescribingModule at this or any other University? | No / Yes at Level 6 (Degree) / Yes atLevel 7 (Masters) |
| If yes, when did you complete the module and at what university? |  |
| If no, do you intend to undertake the optional 30 credit level 7, Non-Medical Prescribing module as part of thisprogramme in Year 2? | Yes / No / Unsure |

|  |
| --- |
| Optional Modules |
| As part of the MSc pathway you will need to complete optional modules up to the value of 45 credits at level 7. You can search for optional modules here <https://www.applycpd-herts.com>It would be useful to discuss your plans of which optional modules you may wish to study with your employers and with the programme leads to ensure this fits the ACP structure before you start on the programme. Remember that if you plan to undertake Non-Medical Prescribing, that accounts for 30 credits. If you are unsure or yet undecided do not worry as you can decide towards the end of the first year. Please contact the programme leads at MScACP@herts.ac.uk to discuss your options further. |

## **Previous Individual Modules & Accreditation of Prior Learning**

If you have previously completed certificated academic study/ modules with the University of Hertfordshire or another UK University, please mention this in your application personal statement. You may be eligible to use of the credits within the programme.

## **MSc Advanced Clinical Practice**

**Management agreement to support learning and development**

### **(To be completed by the employer)**

All applicants must gain sponsorship from a health or social care organisation in which they are employed. This form must be completed and submitted as part of the formal application process.

Applicants Name:

I, the undersigned, confirm that:

1. The above-named applicant demonstrates professional values and behaviours, respects people’s diversity, beliefs, culture, needs, values and preferences and shows respect and empathy acting as a role model for others and has the expected clinical experience to undertake the MSc Advanced Clinical Practice programme.
2. The above-named applicant and I have read and understand the programme pathway information that details the modules of study learners will undertake and requirements of the programme.
3. I understand that the learner will require, and I agree to provide/ facilitate:
	* A coordinating educational supervisor with ‘occupational competence’ in the clinical environment.
	* Appropriate clinical supervision throughout the duration of the programme.
	* Learning opportunities and skills development that reflect the modules of study to be undertaken.
	* Assessment, detailed within the modules undertaken, by a suitably qualified and prepared health professional
	* Specialist guidance and support reflective of the advanced practice role the learner is working towards

I hereby declare that I have read and agree to the above conditions and authorise the above-named leaner to apply for the MSc Advanced Clinical Practice programme at the University of Hertfordshire.

|  |  |
| --- | --- |
| Signature |  |
| Employer’s Name |  |
| Position |  | Organisation |  |
| Email Address |  |
| Telephone Number |  | Date |  |

## **MSc Advanced Clinical Practice Coordinating Educational Supervisor Form**

### **(To be completed by the nominated Coordinating Educational supervisor)**

Applicants Name:

The above-named learner is about to embark upon an MSc in advanced Clinical Practice at the University of Hertfordshire and as such requires a dedicated coordinating educational supervisor to support them for the duration of the programme. To ensure that the learner has a designated supervisor in place at the beginning of the programme, we require a completed Coordinating Educational Supervisor form to be submitted as part of the learner’s application process.

Please note, the information provided will be held on an internal secure database that is both Data Protection and GDPR compliant. We may contact you from time to time to discuss supervision and progress of the named learner. If you have any questions about this programme or concerns about the learner, please contact the programme leads, Ellie Squires and Laura Eccott at MScACP@herts.ac.uk Thank you in advance for agreeing to support this learner.

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| --- | --- |
| Supervisors Name |  |
| Title |  |
| Professional Group |  |
| Band / Grade |  |
| Clinical Speciality & Role |  |
| Qualifications |  |
| Contact Address |  |
| Email Address |  |
| Telephone Number |  |
| I sign to confirm that I am committed to facilitating the above-named learner for the duration of the MSc Advanced Clinical Practice Programme |
| Signed |  | Date |  |

A supervisors guide will be sent to all supervisors upon receipt of this form. If you require a copy in advance of this, please contact the programme leads at MScACP@herts.ac.uk