

PROGRAMME SPECIFICATION

SECTION A: DETAILS OF THE PROGRAMME AND AWARD

Programme Title	Postgraduate Certificate in General Practice Nursing
Awarding Body	Buckinghamshire New University
Teaching Institution / Programme Location	Buckinghamshire New University / High Wycombe and Uxbridge campus
School	School of Health & Social Care Professions
Name of Final Award	Postgraduate Certificate, PGCert
NQF/FHEQ Level of Qualification	Level 7: Master's degree
QAA Subject Benchmark Statement(s)	NHS Knowledge and Skills Framework
UCAS Code	N/A
Course Code(s)	MC1GPN2
Mode of Delivery	Part time
Length of Study	30 weeks
Number of Intakes	3 Intakes per year - February , June and September
Regime of Delivery	Flexible & Distributed Learning
Language of Study	English
Programme Accreditation	RCN accreditation for the NHS Cervical Screening programme (NHSCSP) RCN Accredited until 2024 – Accreditation applies only to the educational content and not to any product. RCN cannot confirm competence of any practitioner
Month and Year valid from	01 September 2017
Publication & Revision Dates	September 2017 / February 2023

Programme Introduction

On completion of this module the student will have gained a greater understanding of the role of the general practice nurse, their role in the multi professional team and their contribution to person centred care. Students will enhance their consultation and clinical examination skills and their problem solving, negotiation and study skills will be evidenced through the compilation of a practice based portfolio. The transferable skills gained whilst working within the multi professional team will be vital for their ongoing career progression and role development. The analytical skills gained are life-long tools that will enhance both their practice and ability to undertake further academic study.

Distinguishing Features and Key Characteristics of the Programme

This programme is designed to attract students who have recently qualified as a nurse and wish to work in Primary Care. The module has been designed so that students have the ability to acquire the basic general practice nursing skills at the onset of the module and then gradually develop further skills to enable them to complete the programme as a competent, proficient general practice nurse.

The programme has been designed so that students can access on line material and teaching resources which will reduce the amount of hours absent from their clinical practice. This is appealing to both students and employers. The teaching staff will provide preceptorship to the students and additional support will be given to the students from the clinical supervisor and cervical screening mentor providing a tripartite support system for the students.

Distinguishing Features

- On line resource teaching material
- Preceptorship

Admission Requirements

This work-based, flexible and distributed part-time course is aimed at nurses new to General Practice. Students will be qualified registered nurses and hold current professional registration on Part 1 of the Professional Register. Students will have a first degree in nursing. All students will be working in general practice for a minimum of two days per week with access to a supervisor and cervical screening mentor working in this setting to support them through the programme

The minimum entry requirements for the programme are as follows:

- Entry qualifications – BSc in Nursing
- Non-academic entry requirements – Professional Registration on Part 1 of the Professional Register
- IELTS – 6.5
- Knowledge and Skills – Employed in General Practice
- Have access to a primary care facility a supervisor and cervical screening mentor ('mentor' from this point)

Recognition of Prior Learning

This is a 60 credit module and students will have to enrol onto the whole module. Students who have done a previous module/programme in General Practice Nursing or long term conditions may be exempt from attending specific sessions already studied but they will have to complete or show they have completed all assessments of this module.

Employability Statement / Career Prospects

On completion of this module the student will have gained a greater understanding of the role of the general practice nurse, their role in the multi professional team and their contribution to person centred care. Students will enhance their consultation and clinical examination skills and their problem solving, negotiation and study skills will be evidenced through the compilation of a practice based portfolio.

The transferable skills of analysis and patient centred consultations gained whilst working within the multi professional team will be vital for their ongoing career progression and role development. The analytical and assessment skills gained are life-long tools that will enhance both their practice and ability to undertake further academic study.

Additional modules/programmes that students may wish to study are:

- Minor Illness/ injury
- Non - medical prescribing for nursing and allied health professionals
- MSc Advanced Nurse Practitioner

Professional Statutory and Regulatory Body Accreditation

N/A

SECTION B: PROGRAMME AIMS, OUTCOMES, LEARNING, TEACHING AND ASSESSMENT METHODS

Programme Aims

The main educational aims of the programme are to:

- Develop the knowledge and skills required to deliver effective & proficient practice in the role of the general practice nurse relevant to the students' area of practice.
- Analyse and critically evaluate contextual and contemporary issues of practice which may impact on the students' transition to primary care.

Programme Learning Outcomes

Demonstrate a critical and comprehensive understanding of the physical and mental health needs of individuals utilising constructive and proficient consultation and assessment skills and record keeping

Knowledge and Understanding

Demonstrate an in depth knowledge and critical understanding in performing a range of clinical skills in the primary care setting

Intellectual/Cognitive Skills

Critically reflect and synthesise the communication and consultation skills required to ensure person centred care

Practical Skills

Critically appraise and evaluate the roles and responsibilities of the General Practice nurse and the wider multidisciplinary team in the management of patients with long term conditions, considering issues including accountability and clinical governance

Key Transferable Skills

Demonstrate a critical understanding and creatively evaluate the political and organisational issues and the NHS strategies that influence quality assurance in primary care

Table 1: Programme Learning Outcomes and Mapping to Modules

On successful completion of Post Graduate Certificate in General Practice Nursing – Level 7 a graduate, will be able to:

K	Knowledge and Understanding	Core Modules (Code) Level 7
K1	Knowledge and critical understanding in performing a range of clinical skills in the primary care setting	PP767
C	Intellectual/Cognitive Skills	
C1	Critically reflect and synthesise the communication and consultation skills required to ensure person centred care	PP767
P	Practical Skills	
P1	Critically appraise and evaluate the roles and responsibilities of the General Practice nurse and the wider multidisciplinary team in the management of patients with long term conditions, considering issues including accountability and clinical governance	PP767
T	Key/Transferable Skills	
T1	Demonstrate a critical understanding and creatively evaluate the political and organisational issues and the NHS strategies that influence quality assurance in primary care	PP767

On successful completion of the module students will also have achieved the following Knowledge Skills Framework dimensions:

HWB1, HWB2, HWB3, HWB4, HWB5, HWB6, HWB7, HWB8, HWB10, 1K1, 1K2, 1K3, C1,C2, C3, C4, C5, C6, G1, G2, G5 -

All learning outcomes of the module must be met to successfully complete the module.

On successful completion of The Post Graduate Certificate of General Practice Nursing a graduate, will be able to demonstrate achievement of the following learning outcomes:

- Demonstrate a critical and comprehensive understanding of the physical and mental health needs of individuals utilising constructive and proficient consultation and assessment skills and record keeping
- Demonstrate an in depth knowledge and critical understanding in performing a range of clinical skills in the primary care setting
- Critically reflect and synthesise the communication and consultation skills required to ensure person centred care
- Critically appraise and evaluate the roles and responsibilities of the General Practice nurse and the wider multidisciplinary team in the management of patients with long term conditions, considering issues including accountability and clinical governance
- Demonstrate a critical understanding and creatively evaluate the political and organisational issues and the NHS strategies that influence quality assurance in primary care

The above learning outcomes will be demonstrated by the achievement of a combined total of 60 credits at Level 7 for this programme.

Learning, Teaching and Assessment Methods to achieve the Programme Learning Outcomes

How will students learn:

The programme has been designed to be delivered in a flexible mode. There will be face to face learning in the classroom in the form of lectures, demonstrations and tutorials, together with virtual sessions. An E- learning resource has been developed to enhance the student learning which will form part of the core learning material. Whilst in practice the student will be guided and supported by the supervisor, cervical screening mentor and tutors throughout the programme. The teaching team will support the student via email, Teams and face to face contact on an ongoing basis. If required members of the course team or one of the Health Education England Learning Environment Leads (LEL's) will visit the student and supervisors/mentors in the practice environment to facilitate consolidation of learning in practice. Teams' forums are also set up for the supervisors

Work-Based /Placement Learning

The student will be allocated a Supervisor to work alongside whilst in practice. They will be encouraged to utilise every opportunity to develop their knowledge base, technique and clinical skills whilst in practice. Students (trainees) will be expected to visit a colposcopy clinic within 3 months of starting the NHSCSP programme in their local hospital and complete the virtual cytology lab session and other optional experiences such as leg ulcer management clinics will be encouraged. It is anticipated that students will be pro-active in seeking opportunities to further their learning. They will spend time observing procedures relevant to general practice/primary care nursing and will be encouraged to attend a variety of clinics relevant to their clinical practice.

RCN accredited NHSCSP Programme

RCN Accredited until 2024 – Accreditation applies only to the educational content and not to any product.

RCN cannot confirm competence of any practitioner

This programme is designed in accordance with

<https://www.gov.uk/government/publications/cervical-screening-cervical-sample-taker-training/training-for-cervical-sample-takers-education-pathway> The cervical screening mentor role and the cervical screening assessor roles are completely separate from the NMC 'academic assessor', 'practice supervisor' and 'practice assessor' educational roles. Therefore mentor and assessor for the cervical screening programme will be used throughout this document.

- Complete the NHSCSP 3 day theory training and written exam
- Complete the Primary HPV testing e learning on the eFLH website
- Identify training needs in discussion with the mentor
- Observe the mentor taking at least 2 cervical samples
- Take a minimum of five cervical samples under supervision of the mentor
- Satisfactory completion of the interim assessment before starting unsupervised practice (conducted by the mentor)
- Take 20 acceptable cervical samples without direct supervision and no more than 25 up to the point of final assessment
- Satisfactory completion of the final clinical assessment of a minimum of 3 samples (observed by the external cervical screening assessor)
- Organise a visit to colposcopy within 3 months of starting the training
- Submission of the completed training record (verified by the trainee , mentor, assessor and training provider)
- A final certificate of completion to be issued to upload to the CSTD website to update training status. The training provider should make sure the entire sign off process is documented. Sign off confirms that the trainee (student) is proficient in the competencies outlined in the [CHS37 – obtaining cervical cytology samples framework](#) and is capable of safe and effective practice.
- The training period for trainee sample takers is a maximum of 9 months from enrolment through to completion (NHSCSP)
- Trainees who are unable to complete within this time must seek advice from the training provider and request an extension (up to 3 months). The training provider, mentor, trainee and their employer must agree an action plan for completion within this extended timeframe.
- If the trainee does not complete by 12 months, they must stop taking samples. The training provider must notify the trainee's mentor, employer and the local cervical screening laboratory.

Students will complete a portfolio of clinical competency document and also submit a 3500 word case study at the end of the module.

CW1 – Case /study Assignment – 50%

Students will be required to produce a 3500 word case study. The case study will reflect the care given to a patient that the student has seen in the general practice setting. The student will refer to the key aspects of nursing literature in the context of the political and organisational issues and the NHS strategies involved in the holistic assessment and management of a patient nursed in the General Practice Nurse setting. The student will also demonstrate working with the multidisciplinary team and the impact on the overall quality of care given to the patients.

CW2 The Practice Portfolio - 50%

The portfolio provides the opportunity to integrate the theoretical component of the course with practice experience. The portfolio enables the student to provide evidence of achievement of the competencies related to General Practice Nursing, which are detailed in the competency document. The prerequisite list of required competencies is mapped against the Knowledge and Skills Framework (KSF) and must be met and validated by the clinical mentor/assessor in order for the student to pass the module.

Within the evidence the student will demonstrate comprehensive understanding of his/her transition from novice to competent General Practice Nurse. The portfolio is central to the skills development of the general practice nurse and forms the basis of the assessment process in practice. It is based upon an individualised diagnostic learning needs assessment at the commencement of the course.

A learning contract is drawn up between the student and the supervisor detailing the objectives for the work-based learning activities that will take place in practice and the way in which these objectives are to be met and measured. The student will also be encouraged to acquire patient testimonials, where appropriate, to include within their portfolio to enhance and provide evidence of their personal development and learning.

Assessment in Practice (evidenced in the portfolio)

Ex1 -After the students have completed their NHS Cervical Screening Programme (NHSCSP) elearning, they need to complete an online written quiz which is auto- marked to assess their understanding. They complete this before they can attend the practical aspect of the NHSCSP training.

PR1 -Students will be required to identify 5 patients to perform cervical samples in line with the National Health Service Cervical Screening Programme (NHSCSP). Students will be observed performing three cervical sample assessments against pre-determined criteria by a qualified independent cervical screening assessor organised by the university in line with the NHSCSP programme. Emphasis will be placed on the holistic assessment, communication and correct procedure of the cervical sample assessment. Students who are deemed competent will be able to use this evidence, and upload their certificate of competence to the Cervical Sample Takers Database (CSTD)

The portfolio is weighted as 50% of the module and therefore students will be expected to include evidence and referenced work within the portfolio.

SECTION C: PROGRAMME STRUCTURE(S) AND HOURS

Table 1: Programme Structure Table

Programme Title		Postgraduate Certificate in General Practice Nursing							
Course Code		MC1GPN2							
Mode of Study		Part time							
Credit Value		UK	60 credits	ECTS			30 credits		
Module Code	Module Title	QCF/FHEQ Level	Course Stage / Year	Status in Award (<i>Core / Optional</i>)	Credit Value	Assessment Regime			Semester Taught *
						Written Exam %	Coursework %	Practical %	
Level 7									
PP767	Skills and Knowledge for General Practice Nursing	7	1		60		50%	50%	1,2 SBA

There will be three intakes per year – September, February

Table 3: Breakdown of Contact Hours

Year of course	Scheduled Learning and Teaching Activities	Guided Independent Study	Placement / Study Abroad	Total
Year One	208	392	N/A	600
Total	208	392	N/A	600

SECTION D: ASSESSMENT REGULATIONS

This programme complies with the approved University regulations *Academic Assessment Regulations* and procedures as detailed on the University website.

All elements of this module must be passed to achieve the award of Post Graduate Certificate in General Practice Nursing

Referral Opportunities

Should students not meet the competency required for taking cervical samples on the three patients they will be given the opportunity to carry out a cervical sample on the remaining two patients

According to the NHSCSP If the student fails to achieve the required standards of competency at the final clinical assessment, they must stop taking cervical samples. The training provider must notify the trainee's mentor, employer and the local cervical screening laboratory service.

The number of times a trainee can repeat the training programme is twice. However, after any failed attempt to achieve satisfactory competence, the training provider, trainee, mentor, assessor and their

employer must consider whether or not continued support is appropriate. The trainee's employer is responsible for making the final decision.

If supported to continue, the trainee must repeat both the initial and practical training in full. This is necessary to ensure safe practice. The training provider, trainee, mentor and their employer must agree and document an action plan to address the issues and achieve the required competencies.

- Students will be given the opportunity to submit their case study for a second attempt

Exit Awards Available

N/A

SECTION E: FURTHER INFORMATION

Reference Points

The following reference points were used when designing the programme: ***(Amend as appropriate)***

- University Strategy 2016-2021
- Buckinghamshire New University Approval of Academic Provision policy and procedure
- QAA Subject Benchmark Statement for:
- QAA Framework for Higher Education Qualifications (2014)
- Equality & Diversity Teaching & Learning Toolkit
- QAA Education for Sustainable Development
- Work-based and Placement Learning Policy
- University Academic Qualifications Framework
- Recommendation and feedback from external subject academic and industry professional
- RCN accredited NHSCSP Programme

Ethics

The Society and Health ethics sub-committee will be responsible for ensuring good research practice and student awareness of ethical concerns and risks. All proposals must ensure Patient/GP trust and therefore identity and location must remain confidential at all times as per the NMC Code 2018.

Annual Review and Monitoring

This programme will be monitored annually through the University's Annual Monitoring Process, which is a continual cycle of review and enhancement. This process is supported by both the periodic review of departments and the periodic re-approval process for individual programmes. All processes are completed in consultation with students via the Students' Union or student representatives.

The re-approval of this programme is scheduled for academic year: 2022

SKILLS MATRIX

Module Code	Information Acquisition	Critical thinking, analysis and synthesis	Self-reflection	Communication Skills: Oral	Communication Skills: Written	Information & Communications Technology (ICT)	Numeracy & Quantitative Skills	Problem Solving & Decision Making	Independent & Self-managed Learning	Working with Others
PP767	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

SUBJECT BENCHMARK MAPPING

QAA Subject Benchmark Standard	Programme Outcome(s)	Level 7
	e.g. K1, K2	
Demonstrate an in depth knowledge and critical understanding in performing a range of clinical skills in the primary care setting	C4,C5,C6,HWB2,HWB3,HWB4,HWB5,HWB6,HWB7,G1G2	7
Critically reflect and synthesise the communication and consultation skills required to ensure person centred care	C1,C2,C3,C6,HWB1,HWB2,HWB3,HWB4,HWB6,HWB8,K1,K2	7
Critically appraise and evaluate the roles and responsibilities of the General Practice nurse and the wider multidisciplinary team in the management of patients with long term conditions, considering issues including accountability and clinical governance	C3,C4,HWB2,HWB5,HWB6,HWB7,HWB8,HWB9,HWB10, K1,G1,G2	7
Demonstrate a critical understanding and creatively evaluate the political and organisational issues and the NHS strategies that influence quality assurance in primary care	C3,C4,C6,HWB1,HWB3,HWB5,HWB9,HWB10,1K1,1K2,G1,G2	7

EMPLOYABILITY MAPPING

	CD Career Development Learning			E Experience			DS Degree Subject Knowledge Understanding & Skills			GS General Skills			EI Emotional Intelligence			RE Reflection & Evaluation			S Self-esteem, Self-confidence & Self-efficacy		
Module Code	Taught	Practised	Assessed	Taught	Practised	Assessed	Taught	Practised	Assessed	Taught	Practised	Assessed	Taught	Practised	Assessed	Taught	Practised	Assessed	Taught	Practised	Assessed
PP767	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

© 2017 Buckinghamshire New University