

MIDDLESEX UNIVERSITY

FACULTY OF HEALTH, SOCIAL CARE AND EDUCATION

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) POLICY FOR MANAGING ACCOUNTS OF UNSAFE PRACTICE DESCRIBED IN ACADEMIC WORK

1.0 Introduction

From time to time when reading assessments or leading seminars or other discussion group sessions which focus on descriptions of or reflections on practice, health and social care academics may read accounts or become aware of situations which suggest that unsafe practice has taken place with no apparent resolution.

In the event that the health and social care academic becomes aware of situations which seem to suggest unsafe by a practitioner on a CPD module or programme, the health and social care academic is professionally bound to address this in order to fulfil his or her professional role to protect the public.

This policy statement provides guidance to students and to academic staff on the process that should be initiated in such an event.

2.0 Principles of Operation

In ensuring compliance with this policy the following principles will apply:

- 2.1 Directors of Programmes (DoP), Programme Leaders and/or Module Leaders will apply the policy fairly and consistently.
- 2.2 Directors of Programmes, Programme Leaders and/or Module Leaders will ensure that students are aware of the University and employer's professional responsibilities where concerns around unsafe practice are being considered.

3.0 Process

- 3.1 In the event that the health and social care academic becomes aware of situations which seem to suggest unsafe practice by a practitioner on a CPD module or programme, the health and social care academic is professionally bound to address this in order to fulfil his or her professional role to protect the public.

Sanctions may be academic and/or professional. Academic sanctions will be effected through referral in the marking criteria related to unsafe practice. Professional sanctions will be effected through the student's employer, or from time to time through the University direct to the relevant regulatory body.

- 3.2 The module or programme lead will ensure that their concern about unsafe practice is clearly identified and documented for example in the student's assessment feedback.
- 3.3 The ML/PL will report their concerns to the relevant Director of Programmes in writing and provide them with a description of the circumstance which led to the concern about unsafe practice. In the case of a written assessment the ML/PL will forward a copy of the assessment with the relevant areas highlighted and an copy of the assessment feedback comments.
- 3.4 Following discussion with the ML/PL, if it is agreed that unsafe practice appears to have taken place, the DoP and ML/PL will contact the student to obtain further information about the case.
- 3.5 If, as a result of the discussion, the student is able to satisfy the DoP and PL/ML that the issue of concern was dealt with at the time, then no further action will be taken.
- 3.6 In the event that the issue of concern appears **not** to have been resolved satisfactorily, the relevant Trust Education Commissioning Manager will be notified in writing copying in the Chair of the Nursing, Midwifery and Social Work, Fitness for Practice Sub-Committee. Where appropriate sanctions may also be applied.
- 3.7 Sanctions may be academic and/or professional. Academic sanctions will be effected through referral in the marking criteria related to unsafe practice. Referral in this marking criterion will result in automatic referral of that assessment component.

Professional sanctions will be effected through the student's employer, or from time to time through the University direct to the relevant regulatory body. In the latter case, the DoP will take advice from the Chair of the Nursing, Midwifery and Social Work, Fitness for Practice Sub-Panel.

Agreed by: Nursing & Midwifery Director of Programmes

Approved by: Faculty Leadership Team

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