



Calendar 2007-08

UNIVERSITY
of
GLASGOW

FACULTY OF MEDICINE: NURSING

DATES OF SEMESTERS

Semester 1: 25th September 2007 - 18th January 2008
Christmas Vacation:
1st Year and 4th Year (Sen Hons): 17th December 2007 - 4th January 2008
2nd Year, 3rd Year and 3rd Year (Jun Hons): 24th December 2007 - 4th January 2008

Semester 2: 21st January 2008 - 30th May 2008
Spring Vacation:
4th Year: 31st March 2008 - 4th April 2008
All other years: 25th March 2008 - 4th April 2008

| | Teaching Starts | Teaching Ends |
|------------------------|---|--|
| 1st Year | 25 September 2007 07 January 2008 07 April 2008 | 14 December 2007 20 March 2008 15 August 2008 |
| 2nd Year | 25 September 2007 07 January 2008 07 April 2008 | 21 December 2007 20 March 2008 22 August 2008 |
| 3rd Year (Degree) | 25 September 2007 07 January 2008 07 April 2008 30 June 2008 | 14 December 2007 20 March 2008 13 June 2008 19 September 2008 |
| 3rd Year (Jun Hons) | 25 September 2007 07 January 2008 07 April 2008 | 14 December 2007 20 March 2008 11 July 2008 |
| 4th Year (Sen Hons) | 25 September 2007 07 January 2008 07 April 2008 | 14 December 2007 28 March 2008 04 July 2008 |

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I APPEALS BY STUDENTS

The Senate is charged by the *Universities (Scotland) Acts* with a duty to superintend the teaching of the University. This is understood to include examining. The Senate has authorised the establishment of Faculty Appeals Committees to hear appeals in the first instance, as specified in the Code of Procedure for Appeals to a Faculty Appeals Committee.

A student may further appeal from the decision of the relevant Faculty Appeals Committee to the Senate.

Any appeal giving all the grounds of that appeal must be despatched in writing to the Faculty Secretary of the relevant Faculty, or to the Director of the Senate Office, as appropriate, within 10 working days of the intimation to the student of the decision against which he or she is appealing.

Students are advised to consult the Faculty Academic Administrator before lodging an appeal to the Faculty Appeals Committee and the Director of the Senate Office, before lodging an appeal to the Senate Appeals Committee.

The Code of Procedure for Appeals to a Faculty Appeals Committee and the Code of Procedure for Appeals to the Senate are set out in that section of the University *Calendar* entitled 'University Fees and General Information for Students', which is available online at <http://senate.gla.ac.uk/calendar/>. Copies are also available for students to consult in the Faculty Office. The address of the Faculty Academic Administrator is The Medical School Building, University Avenue, Glasgow G12 8QQ.

II UNDERGRADUATE ENTRY

Before applying for admission to the Faculty of Medicine, all applicants should consult the most recent edition of the University's *Undergraduate Prospectus*. The *Prospectus* sets out the normal qualifications required for admission, describes the application procedure, summarises the degree regulations and courses offered, and gives general information about the University. It is available in most U.K. schools, or it may be obtained from The Student Recruitment and Admissions Service, University of Glasgow, Glasgow G12 8QQ.

Information regarding the higher Degree of MSc (Med Sci) in Health Care is given in the 'Graduate Studies' section of the *University Calendar*.

III DEGREE OF BACHELOR OF NURSING (2002 CURRICULUM)

The Degree of Bachelor of Nursing for students commencing their studies in October 2002 and thereafter is governed by Resolution No. 521 of the University Court which came into effect on 1 October 2003 with provision that:

1. The Degree of Bachelor of Nursing (BN) may be awarded by the University of Glasgow in the Faculty of Medicine (the Faculty) as an Ordinary Degree or as a Degree with Honours in accordance with the Regulations.
2. The Senate may make Regulations governing the award of the Degree which are subject to the approval of the University Court. These are stated under 'Regulations' below.
3. The early exit awards of Certificate of Higher Education (Foundation Nursing) and Diploma in Health Studies (Year 2) are included in the Regulations.
4. Notwithstanding the provisions of this Resolution, in recognition of the changing requirements of the Nursing and Midwifery Council (NMC), the Senate may, on the recommendation of the Faculty Progress Committee, require any student whose course of study was begun before October 2002 and who was unable by reason of illness or other good cause to complete her/his study under the regulations previously in force (see *Calendar* entry for 2001-02) to offer herself/himself for the Degree under the regulations described below.

REGULATIONS

1. Duration of Degree Study

1.1 Study in the University of Glasgow

The course of study for the Degree shall extend over not less than four academic years of full-time study for the Bachelor of Nursing with Honours and three academic years of full-time study for the Bachelor of Nursing Degree.

1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education

- a) A candidate who has attended and passed the examinations, assignments and clinical requirements of the Nursing & Midwifery Council (NMC) Foundation Programme (year 1) in another institution of higher education approved by the University Court on the recommendation of the Senate may be allowed to count such attendance as qualifying towards the Degree provided that the Senate is satisfied that the content and standard of any course or examination to be recognised is equivalent to a corresponding course or examination prescribed for the Degree.

2. General Structure and Assessment of the Degree

2.1 *The Bachelor of Nursing is a programme of prescribed study*

All courses are compulsory.

- a) The curriculum shall comprise both theory and clinical practice in a ratio of 50:50 and shall consist of prescribed qualifying credit bearing courses.
- b) Students will be required to maintain a **Portfolio of Personal and Professional Development** throughout their three/four years of study.

The professional terminology for the first year of study is the "Foundation Programme". Subsequent years of the programme are termed the "Adult Branch Programme".

2.2 *Recognised Qualifying Courses*

The list of recognised qualifying courses may be found in the BN Programme Handbook.

2.3 *Existence of Pre-requisites and Co-requisites*

a) *Clinical Practice*

- i) Students shall not be permitted to progress to clinical practice until they have met the prevailing requirements for immunisation against Hepatitis B.
- ii) Students shall be required to attend all mandatory pre-clinical instruction sessions/briefings set down by the Nursing & Midwifery School before being permitted to attend a clinical placement.
- iii) Attendance at all timetabled clinical placements is mandatory.

b) *Absence from Clinical Experience*

Students must complete 98% of each period of clinical experience.

c) *Entry to the Next Year of Study*

The achievement of a minimum of Grade D in all courses from the previous year of study is a prerequisite for entry to the next year of study together with the completion of the prescribed clinical experience and the achievement of a minimum of Grade D in each period of clinical experience. Please refer to the BN Programme Handbook for details.

d) *Professional Progression*

A student may not proceed to the Adult Branch Programme until the statutory requirements of the Foundation Programme have been met.

2.4 *Approval of Curricula*

The Bachelor of Nursing follows a prescribed curriculum.

2.5 *Minimum Requirement for the Award of Credits*

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at \$16.21 - 16.25 of the section Fees and General Information for Students in the University Calendar.

2.6 *Assessment*

Regulations for assessment are governed by the Code of Assessment which is contained in the *Fees and General Information for Students* section of the *University Calendar*.

Examination/submission dates will be displayed on the Examinations Noticeboard in the Nursing & Midwifery School.

a) *Formative Assessment*

Details regarding formative assessment for all years of study are contained in the Bachelor of Nursing Programme Handbook.

b) *Summative Assessment*

- i) Details regarding summative assessment for all years of study are contained in the Bachelor of Nursing Programme Handbook.
- ii) Candidates shall normally be required to sit any end-of-course examination/summative assignment for a course at Level 1, Level 2 or Level 3 at the first available diet after completion of the course. A candidate who does not attend that examination/complete that assignment at the first diet, without good cause, shall for the purposes of these regulations have the same reassessment entitlement as a student who attends the examination and is awarded a Grade H.
- iii) The examiners at their discretion may examine candidates orally in any subject of the Degree programme.

c) *Clinical Assessment*

- i) In year 1, clinical assessment shall be in terms of the achievement by the candidate of specified outcomes for entry to the Adult Nursing Branch. Thereafter clinical assessment shall be in terms of the achievement by the candidate of competencies for professional registration determined by the NMC.
- ii) Clinical practice will be assessed using the clinical assessment tool. The student is required to achieve 80% of the stated outcomes of each period of clinical practice and, by the end of the Foundation Programme to have achieved all the outcomes for entry to the second year of study (Adult Branch Programme).
- iii) Clinical assessment at all levels of study shall be graded in accordance with the prevailing scheme for the Faculty of Medicine.

2.7 Re-assessment in a Course

A candidate who has achieved Grade D or above in the first diet of the end-of-course examinations/summative assignments for a course at Level 1, Level 2 or Level 3 will not be allowed to resit the examination/summative assignment. A candidate who has achieved Grade E or below shall be entitled to resit the examination/summative assignment, but normally only once and at the next available diet. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

3. Progress of Students

3.1 General progress requirements for all levels of the award

- a) A student may not proceed to the next academic year of the curriculum until she or he has completed the courses and examinations/summative assignments of the previous year.
- b) Candidates who fail to reach a satisfactory standard in coursework will be required to undertake and submit further coursework before the start of the next academic session. They will not progress to the next year of the course until satisfactory coursework is submitted. Students who fail to reach the required standard will be interviewed by the Progress Committee and may be excluded.
- c) Students repeating the year to undertake a repeat academic component of the course will be required to undertake a minimum period of 4 weeks' clinical experience following submission of their assignment/examination and prior to Registration with the NMC.
- d) Students must complete at least 98% of each period of clinical experience in both the Foundation and Adult Branch Programme. Students may be required to repeat clinical placements in order to fulfil this requirement.
- e) A student who has not achieved clinical outcomes/competencies appropriate to the year of study will be required to repeat the clinical experience.
- f) Selection for the Degree with Honours
 - i) At the end of the second year of the course, in order to proceed to the Junior Honours year of the Degree with Honours, candidates must normally have passed both of the second year Degree examinations/summative assignments at the first attempt, with a minimum of grade C in Nursing and Health Studies together with satisfactory clinical performance.
 - ii) Candidates who fail to be admitted to the Degree with Honours on the criteria stated above will proceed to the final year of the Bachelor of Nursing (Ordinary Degree) provided that they have fulfilled the requirements for progression.
- g) Withdrawal from the final Honours year

A student who chooses to withdraw from Year 4 of the course before completing the Honours examinations/summative assignments will be eligible for the award of the Degree of Bachelor of Nursing upon satisfactory completion of a 12-week period of clinical consolidation as required by the NMC.
- h) Professional Progression

A student may not proceed to the Adult Branch Programme until the statutory requirements of the Foundation Programme have been met.

3.2 Administration of progression

- a) In order to progress to the next year of the curriculum, students must achieve a minimum of Grade D in all prescribed courses.
- b) A candidate who has failed to achieve a minimum of Grade D in a Degree examination/assignment in any subject after two attempts may be required to attend the Faculty Progress Committee.
- c) A candidate whose conduct or progress is considered not to be satisfactory may be excluded from further instruction and examination for the Degree of Bachelor of Nursing.
- d) A candidate will normally be excluded:

- i) if she/he fails to achieve a minimum of grade D in all Degree examinations and assignments of any year (with the exception of Honours) after two attempts;
- ii) if she/he is unable, or will be unable to sit the Final Year Degree examinations or complete the required final year summative assignments within five years of commencing the course;
- iii) if she/he fails to meet the statutory requirements of the Common Foundation Programme in Nursing.

3.3 Appeals against decisions

A student whose studies have been so terminated shall have the right of appeal to the Appeals Committee of the Faculty.

3.4 Referred Study

A candidate who has failed to achieve a minimum of Grade D in a Degree examination/assignment in any subject after two attempts will not be readmitted to that examination/assignment until any conditions of further study which the Faculty of Medicine may prescribe have been fulfilled.

4. Specific Structure of the Degree and the Associated Awards

4.1 Minimum requirements for the award of the Degree and other awards

a) Bachelor of Nursing (Ordinary Degree)

To qualify for the Degree of Bachelor of Nursing the candidate must satisfy the following requirements:

- i) She/he must have completed successfully all courses of Years 1-3 of the Bachelor of Nursing Programme;
- ii) She/he must have completed successfully the clinical practice components of Years 1-3 of the Bachelor of Nursing Programme;
- iii) She/he must have completed satisfactorily a 12-week period of clinical consolidation as required by the NMC.

b) Bachelor of Nursing (Honours Degree)

Honours are awarded in three classes but the second class may be divided into upper and lower divisions. The names of successful candidates within each class or division shall be arranged in alphabetical order. A candidate who has not been placed in any class may be recommended by the examiners for the award of an Ordinary Degree.

To qualify for the Degree of Bachelor of Nursing (Honours) the candidate must satisfy the following requirements:

- i) She/he must have completed successfully all courses of Years 1 and 2 and the Junior and Senior Honours courses of the Bachelor of Nursing Programme;
- ii) She/he must have completed successfully the clinical practice components of Years 1 and 2 and of the Junior and Senior Honours years of the Bachelor of Nursing Programme;
- iii) She/he must have completed satisfactorily a 12-week period of clinical consolidation as required by the NMC.

c) Clinical Consolidation and Honours Classification

The 4th Year Honours course comprises two essays and a Dissertation. Year 4 also includes a 12 week period of Clinical Consolidation which is mandatory to enable registration with the NMC. The overall Honours classification is calculated using the final aggregate score obtained from the two essays combined with the Dissertation. The Dissertation, unlike the essays, is double weighted. This means the final aggregation of the dissertation is doubled. To reach the final Honours classification, all aggregate scores are added up and then divided by four. The final aggregate score after these calculations will lead to the Honours classification. It should be noted the Clinical Consolidation does not count towards the final award.

4.2 Other Aspects specific to the Degree structure

a) Eligibility for entry to the Professional Register

- i) Candidates must have completed 4,600 hours of study (2,300 theoretical; 2,300 clinical (including a 12-week period of clinical consolidation)) and must have achieved all the NMC competencies by the end of their final year of study.
- ii) A student will not be eligible to apply to the NMC for registration as a nurse until the statutory requirements of the Adult Branch Programme have been met.

4.3 Early Exit Awards

a) Certificate of Higher Education (Foundation Nursing)

The Certificate of Higher Education (Foundation Nursing) will only be applicable to students who exit from the Bachelor of Nursing Degree programme at the end of the first year of study.

To qualify for the Certificate of Higher Education (Foundation Nursing) the candidate must satisfy the following requirements:

- i) She/he must have completed all courses of the first year of the Bachelor of Nursing programme totalling 120 credits
- ii) She/he must have completed successfully the clinical practice components of the first year of the Bachelor of Nursing programme.

b) Diploma in Health Studies

The Diploma in Health Studies will only be applicable to students who exit from the Bachelor of Nursing Degree programme at the end of the second year of study.

To qualify for the Diploma in Health Studies the candidate must satisfy the following requirements:

She/he must have successfully completed all courses of the second year of the Bachelor of Nursing programme totalling 120 credits. Candidates who proceed to a degree in any Faculty will not be eligible for the Certificate or Diploma.

IV GRADUATE DIPLOMA IN LYMPHOEDEMA MANAGEMENT

REGULATIONS

1. Duration of Degree Study

1.1 Study in the University of Glasgow

- a) The course of study for the Graduate Diploma shall normally extend over a minimum of two years of part-time academic study.
- b) The course of study must be completed within 5 years of the date of entry to the programme.

1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education

- a) A maximum exemption of 60 credits may be granted for equivalent prior learning (APL) to candidates who are able to provide verified evidence of their ability to achieve the intended learning outcomes of the course(s) for which they are seeking exemption, through successful completion of equivalent courses in the three years preceding application.
- b) A fee will be charged for the accreditation process.

2. General Structure and Assessment of the Graduate Diploma

2.1 The Graduate Diploma in Lymphoedema Management is a Continuing Professional Development (CPD) programme of prescribed study

All courses are compulsory.

- a) The programme shall comprise integrated theory and clinical practice and shall consist of prescribed qualifying credit bearing courses.
- b) Ongoing patient contact is mandatory for undertaking specified aspects of the programme.

2.2 Recognised Qualifying Courses

The list of recognised qualifying courses may be found in the Programme Handbook.

2.3 Existence of Pre-requisites and Co-requisites

- a) Current patient contact is a co-requisite of entry to the programme
- b) Entry to the Next Year of Study

For students seeking the award of the Graduate Diploma the achievement of a minimum of Grade D in the course(s) from the previous year of study is a prerequisite for entry into the next year of study. Students taking a single course for CPD may omit some courses.

2.4 Approval of Curricula

The Graduate Diploma in Lymphoedema Management follows a prescribed curriculum.

2.5 Minimum Requirement for the Award of Credits

Credits for courses contributing to a candidate's curriculum shall be awarded subject to the fulfilment of required conditions. The minimum requirements for the award of credits are set out in the Code of Assessment at \$16.21 - 16.25 of the section Fees and General Information for Students in the University Calendar.

2.6 Assessment

Regulations for assessment are governed by the Code of Assessment which is contained in the *Fees and General Information for Students* section of the *University Calendar*. Assignment submission dates will be notified to candidates by means of the Programme Handbook.

a) Formative Assessment

- i) Formative feedback on developing skills will be provided throughout the taught components of the courses in practical sessions.

b) Summative Assessment

- i) Details of the summative assessment of theory are contained in the relevant Course Handbooks.
- ii) Candidates shall normally be required to sit any end-of-course summative assignments at the first available diet after completion of the course. A candidate who does not attend that examination/complete that assignment at the first diet, without good cause, shall for the purposes of these regulations have the same reassessment entitlement as a candidate who completes the assignment and is awarded a Grade H.
- iii) The examiners at their discretion may examine candidates orally in any course of the Graduate Diploma programme.

c) Clinical Assessment

- i) Discrete clinical assessments of competence for specified courses are contained in the relevant Course Handbooks.
- ii) Clinical assessment shall be graded in accordance with the prevailing scheme for the Faculty of Medicine

2.7 Re-assessment in a Course

A candidate who has achieved Grade D or above in the first diet of the end-of-course summative assignments for a course will not be allowed to resit the summative assignment. A candidate who has achieved Grade E or below shall be entitled to resit the summative assignment, but normally only once and at the next available diet. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

3. Progress of Students

3.1 General progress requirements

- a) A student may not normally proceed to the next academic year of the curriculum until he/she has completed the courses and summative assignments of the previous year. Provided the first two courses or their equivalent have been completed successfully other courses may be taken in any order.
- b) Temporary withdrawal from the programme

A student who chooses to withdraw from the programme temporarily must apply to the Programme Director for readmission to the programme.

3.2 Administration of progression

- a) In order to progress to the next year of the curriculum, students must achieve a minimum of Grade D in all courses taken in the previous year.
- b) A candidate who has failed to achieve a minimum of Grade D in a summative assignment in any course after two attempts may be required to attend the Faculty Progress Committee.
- c) A candidate whose progress is considered not to be satisfactory may be excluded from further instruction and examination for the Graduate Diploma in Lymphoedema Management.

3.3 Appeals against decisions

A student whose studies have been so terminated shall have the right to appeal to the Appeals Committee of the Faculty.

3.4 Referred Study

A candidate who has failed to achieve a minimum of Grade D in a summative assignment in any course after two attempts will not be readmitted to that assignment until any conditions of further study which the Faculty of Medicine may prescribe have been fulfilled.

4. Specific Structure of the Degree and the Associated Awards

4.1 Minimum requirements for the award of the Degree and other awards

- a) To qualify for the Graduate Diploma in Lymphoedema Management a candidate must have completed successfully all courses of the programme.

4.2 Other Aspects specific to the Graduate Diploma Structure

- a) Any course within the programme may be studied as stand-alone credit-bearing CPD.

4.3 Early Exit Awards*a) Graduate Certificate in Lymphoedema Management*

To qualify for the Graduate Certificate in Lymphoedema Management the candidate must satisfy the following requirements:

- i) He/she must have completed 60 credits at Level 4.

Candidates who intend to proceed to complete the Graduate Diploma will not be eligible for the award of the Graduate Certificate.