



UNIVERSITY
of
GLASGOW

Calendar 2005-06

FACULTY OF MEDICINE: NURSING

DATES OF SEMESTERS

Semester 1: 27th September 2005 - 20th January 2006
Christmas Vacation: 19th December 2005 - 6th January 2006

Semester 2: 23rd January 2006 - 2nd June 2006
Spring Vacation: 20th March 2006 - 7th April 2006

	Teaching Starts	Teaching Ends
1st Year	27 September 2005 9 January 2006 10 April 2006	9 December 2005 17 March 2006 18 August 2006
2nd Year	27 September 2005 9 January 2006 10 April 2006	23 December 2005 24 March 2006 25 August 2006
3rd Year (Degree)	27 September 2005 9 January 2006 10 April 2006 3 July 2006	16 December 2005 24 March 2006 16 June 2006 22 September 2006
3 rd Year (Jun Hons)	27 September 2005 9 January 2006 10 April 2006	16 December 2005 24 March 2006 14 July 2006
4th Year (Sen Hons)	27 September 2005 9 January 2006 10 April 2006	9 December 2005 17 March 2006 7 July 2006

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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 Head 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 Head 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 (1995 CURRICULUM)

Students undertaking referred study on the above curriculum are referred to the Regulations in the University Calendar for Session 2004-05.

IV DEGREE OF BACHELOR OF NURSING (2002 CURRICULUM)

The Degree of Bachelor of Nursing for students commencing their studies in October 2002 is governed by Resolution No. 500 which came into effect on 1 October 2002. The provisions of the resolution are as follows:

1. The Degree of Bachelor of Nursing (BN) may be conferred by the University of Glasgow in the Faculty of Medicine (the Faculty) as a degree in such designations as may be prescribed by Regulations.
2. The Senate will make Regulations governing the award of the degree which are subject to the approval of the University Court. These shall be stated under 'Regulations' below.
3. The degree may also be offered as a non-honours degree.
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

The minimum requirement for the award of credits for a course shall be specified by the Department concerned, and given to candidates in writing at the beginning of the course. This requirement shall normally include a specified minimum level of compliance with departmental instructions in terms of attendance and completion of work, and a specified minimum level of performance in assessed work. Normally no grade or credits shall be awarded to a candidate who has not met this minimum requirement.

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 outcome as a student who attends the examination and is awarded a zero mark.
- 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 grade awarded as the result of the resit examination/resubmitted summative assignment will be no higher than Grade D and no lower than the original result.

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) 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.
- c) A student who has not achieved clinical outcomes/competencies appropriate to the year of study will be required to repeat the clinical experience.
- d) 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.
- e) 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.

f) 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) Certificate of Basic IT Competence

To be eligible for any award covered by these regulations, a candidate must have acquired the University's Certificate of Basic IT Competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXV of the *Fees and General Information for Students* section of the *University Calendar*.

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.

Candidates who proceed to a degree in any Faculty will not be eligible for the Certificate.

V GRADUATE DIPLOMA IN CHRONIC OEDEMA 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 three 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) Exempt candidates may be required to undertake the summative assessment for the course or courses for which they are seeking exemption.
- c) A fee will be charged for the accreditation process.

2. General Structure and Assessment of the Graduate Diploma

2.1 *The Graduate Diploma in Chronic Oedema 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

The achievement of a minimum of Grade D in the course(s) from the previous year of study is normally a prerequisite for entry into the next year of study.

2.4 *Approval of Curricula*

The Graduate Diploma in Chronic Oedema Management follows a prescribed curriculum.

2.5 *Minimum Requirement for the Award of Credits*

The minimum requirement for the award of credits for a course shall be specified and given to candidates in writing at the beginning of the course. This requirement shall normally include a specified minimum level of compliance with departmental instructions in terms of attendance and completion of work, and a specified minimum level of performance in assessed work. Normally no grade or credits shall be awarded to a candidate who has not met this minimum requirement.

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 outcome as a candidate who completes the assignment and is awarded a zero mark.
- 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 of 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 grade awarded as a result of the resubmitted summative assignment will be no higher than Grade D and no lower than the original result.

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.
- 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 prescribed courses.
- 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 be satisfactory may be excluded from further instruction and examination for the Graduate Diploma in Chronic Oedema Management.
- d) A candidate will normally be excluded:
 - i) If he/she fails to achieve a minimum of Grade D in any summative assignment after two attempts

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 Chronic Oedema Management a candidate must have completed successfully all courses of the programme.
- b) To be eligible for any award covered by these regulations a candidate must have acquired the University's Certificate of Basic IT Competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXV of the *Fees and General Information for Students* section of the University Calendar.

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 Chronic Oedema Management**

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

- i) He/she must have completed two courses from the programme totalling 60 credits at Level 3.

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