



Cardiff  
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Caerdydd

# **School of Sport & Health Sciences**

## **Joining Instructions**

### **MSc Advanced Practice**

**2018/19 Entry**

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## 1. WELCOME FROM PROGRAMME DIRECTOR

Dear student,

As Programme Director of MSc Advanced Practice, I would like to welcome you to Cardiff Metropolitan University and the School of Sport and Health Sciences. The purpose of this letter is to give you a bit more information about the course you will be starting in September.

Induction Week will start on Monday 17th September and we have put together a series of activities to help you get to know the University, your programme of study, others on your course and the staff who will be teaching you. It is important that you attend induction week as you will be given a range of important information about studying at Cardiff Metropolitan.

Every new student is allocated a Personal Tutor who will support you throughout your Cardiff Metropolitan journey. Providing high quality support to you is important to us and you will meet your personal tutor during Induction Week. Staff from Student Services will also be available to give you advice on a range of issues, such as personal difficulties.

We also have a range of exiting opportunities available for you during your studies, including: Work Placements, Study Abroad, Societies, Language clubs, Volunteering and Communication training. We also have several sports teams waiting for you to join them. You can get information about these opportunities during Freshers Fayre on Wednesday 20<sup>th</sup> September at Cyncoed Campus.

It would be useful if you could enrol online BEFORE you come to the University on the 18<sup>th</sup> as this will allow you to pick up your ID card early in Induction week. The card gives you access to Halls of Residence and to various other facilities around campus; it also allows you to make use of the facilities in the library.

Enjoy the rest of the summer, and I very much look forward to meeting you on Monday 17<sup>th</sup> September at 10 am in D2.12 on Llandaff campus.

Yours sincerely



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## 2. RATIONALE AND PHILOSOPHY OF THE PROGRAMME

This MSc Advanced Practice Programme is specifically designed for allied health professionals and social care practitioners, aiming to develop their professional knowledge, research experience, leadership skills, and consequently contribute to their own area of clinical practice, management, education or personal development. Therefore, the key rationale for the programme design and teaching philosophy are to meet the four pillars of Advanced Practice (i.e. [www.weds.wales.nhs.uk/advanced-practice](http://www.weds.wales.nhs.uk/advanced-practice)), which enable practitioners to develop a high level of academic knowledge and professional skills with research informed teaching approach.

On the basis of the nature of this programme, we intend to provide for flexible, variable progression that is responsive to student and employer continuous professional learning needs and the constantly changing practice environment. Accordingly, the modules will be delivered in a blended teaching and learning pattern (i.e. blocks of teaching with on-line resources), together with work-based learning. The course can be pursued by part time or full time routes.

All students on this programme will have opportunities to work together innovatively and collaboratively across disciplines by sharing their knowledge and skills, which will be beneficial for the students in terms of their engagement and experience.

Within the MSc Advanced Practice Programme, different specific pathways can be chosen, depending on student's specific area of practice. These pathways are:

- MSc Advanced Practice (Audiology)
- MSc Advanced Practice (Dietetics)
- MSc Advanced Practice (Housing)
- MSc Advanced Practice (Musculoskeletal Studies)
- MSc Advanced Practice (Public Health Emergencies)
- MSc Advanced Practice (Speech and Language Therapy)

### 3. GENERAL PROGRAMME INFORMATION

|                            |  |
|----------------------------|--|
| <b>Title of Award:</b>     | MSc Advanced Practice  |
| <b>Validating Bodies:</b>  | Cardiff Metropolitan University  |
| <b>Type of Course:</b>     | Part-time/Full time for International students on<br>Audiology pathway<br>Modular Course   |
| <b>Normal Length:</b>      | Three years/18 months full time  |
| <b>School:</b>             | Cardiff School of Sport & Health Sciences  |
| <b>Head of School:</b>     | Professor Leigh Robinson   |
| <b>Programme Director:</b> | Dr Fei Zhao  |
| <b>Pathway Leaders:</b>    | <b>Audiology:</b> Dr Fei Zhao<br><b>Dietetics:</b> Katherine Gallimore<br><b>Housing:</b> Jane Mudd<br><b>Musculoskeletal Studies:</b> Dr Sarah Cruran<br><b>Public Health Emergencies:</b> Dr Peter Sykes<br><b>Speech and Language Therapy:</b> Francesca Cooper |

### 3. PROGRAMME INFORMATION

The course will have three defined exit points:

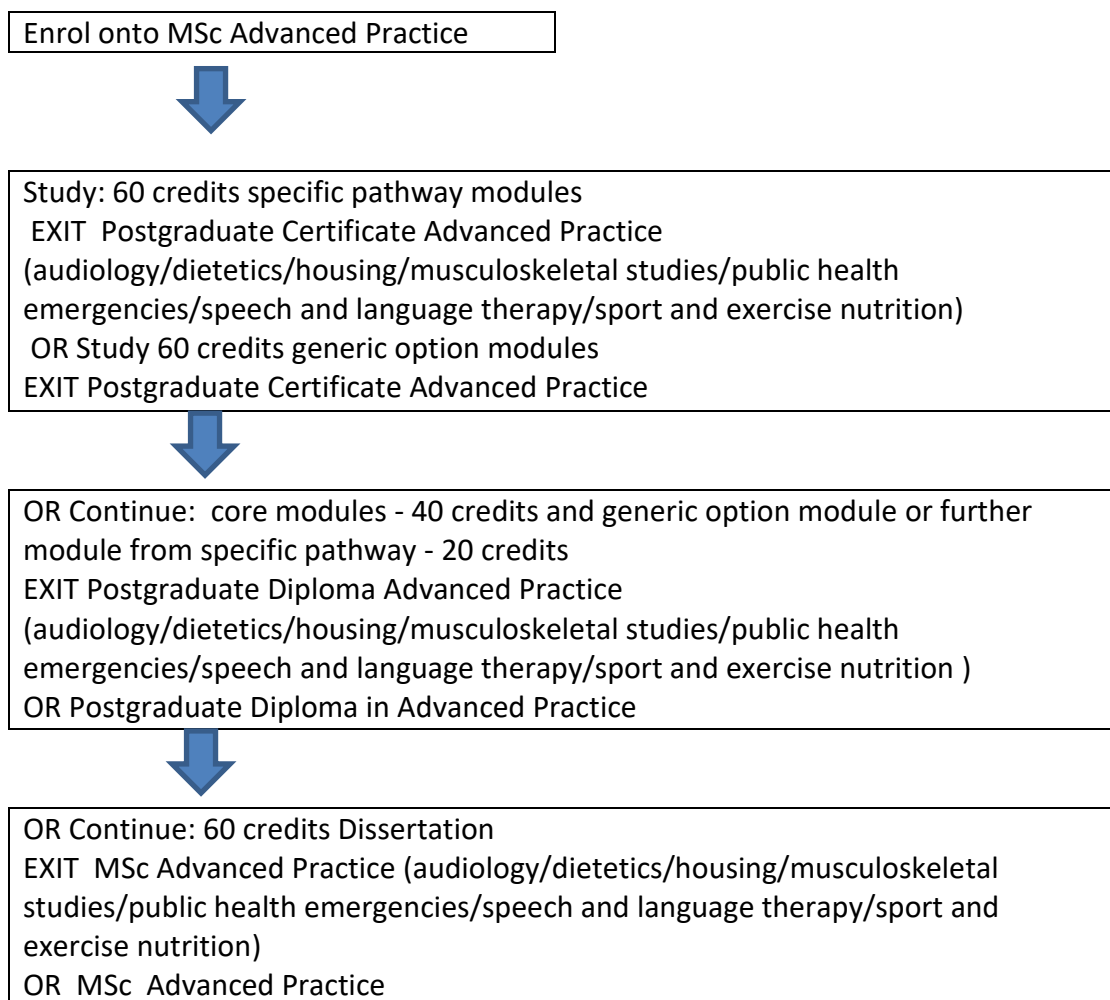
**Postgraduate Certificate** – provides students with the foundation of knowledge and skills required to begin to develop practice as an Advanced Practitioner.

**Postgraduate Diploma** – provides students with the appropriate knowledge and skills to function as an Advanced Practitioner.

**Master of Science** – this is aimed at those students who wish to continue their academic study and undertake an extended applied research project, which must be relevant to practice.

The structure of the programme is designed, where appropriate, to be flexible and meet the needs of the individual learner. Students can also study individual modules on a CPD basis

#### Programme Structure



### 3.1 Modules Available

#### Pathway Specific Modules

| Pathway   | Modules<br>(all modules are 20 credits unless indicated)   |
|---|--|
| <p><b>Audiology</b><br/>(All modules are optional)<br/>The audiology modules focus on diagnosis and assessment in several specific areas of clinical audiology by providing advanced theoretical knowledge and training. The modules are intended to provide post-registration education and will be included in the accredited CPD training list of the professional body (British Academy of Audiology, BAA).</p>   | <p>APP7008 Balance Disorders and Rehabilitation<br/>APP7009 Industrial and Environmental Audiology<br/>APP7010 Paediatric Hearing Impairment<br/>APP 7011 Advanced Diagnostic Audiology and Rehabilitation<br/>ADP 7001 Work Based Learning 1(for students on part-time route only)<br/>APP7007 Teaching and Learning in the Workplace (for students on part-time route only)</p>  |
| <p><b>Dietetics</b><br/>(All modules are optional)<br/>The Dietetics pathway is intended to support and promote continuing professional development of dietitians and their practice. As such, it will help meet the needs of those wishing to progress and evidence their ability to work at Advanced Practitioner level in the NHS.</p>   | <p>ADP 7001 Work Based Learning 1<br/>ADP 7002 Work Based Learning 2<br/>ADP 7004 Clinical Educators Course (10)<br/>ADP 7005 Advanced Clinical Educators Course (10)<br/>ADP 7007 Nutrition in the Older Person (NAGE Course)<br/>APH 7000 Assessing Health, Wellbeing and Inequity (20)<br/>APH7010 Frameworks for Public Health Intervention (30)<br/>HPL 7017 Changing Health Behaviour<br/>APP7007 Teaching and Learning in the Workplace<br/>APP7018 Sport and Exercise Nutrition 1 (15)<br/>APP7019 Sport and Exercise Nutrition 2 (15)</p> |
| <p><b>Housing</b><br/>The Housing pathway focuses on the core learning outcomes which set the foundations for all members to achieve CIH CM (Chartered Membership). The Chartered Institute of Housing (CIH) have set a benchmark for Chartered membership which demonstrates that a Chartered member not only has relevant and up to date knowledge but can use this by applying a range of appropriate skills and behaviours in a professional manner. This</p> | <p>APP 7021 Delivering the Housing Service<br/>APP 7022 Housing In Context<br/>APP 7023 Housing as a Business</p>  |

|  |   |
|--|---|
| <p>includes working to the CIH code of professional ethics.</p>  |   |
| <p><b>Musculoskeletal Studies</b><br/>(MCH7003 Core plus any 2 others for PG Certificate, remaining module as optional module for PG Diploma)</p> <p>The Musculoskeletal Studies pathway is aimed at HCPC registered practitioners – or equivalent – who are involved in the management of lower limb musculoskeletal conditions across a range of patient groups. This has typically included Podiatrists and Physiotherapists. A key feature is the emphasis on developing an evidence-based approach to practice, and students are challenged to critically analyse a range of issues related to multiple facets of musculoskeletal practice.</p> | <p>MCH 7003 Work Based Learning 1: Musculoskeletal Examination and Diagnosis<br/>MCH7004 Pathological basis of musculoskeletal disorders<br/>MCH7011 Sports Biomechanics and Injury Management<br/>MCH7006 Work Based Learning 2: Musculoskeletal Therapeutics<br/>APP7007 Teaching and Learning in the Workplace</p> |
| <p><b>Public Health Emergencies</b></p> <p>The School has worked with the WHO- Collaborating Centre (Centre for Radiation, Chemicals and Environmental Hazards, Public Health England) to develop teaching and training materials on The Public Health Management of Major Incidents, Disasters and Events. The pathway is aimed at policy makers, public and environmental-health professionals, together with clinicians and physicians, this course will provide a contemporary, bespoke and unique approaches to major incident management, drawing upon a number of presentations, case studies, scenarios and international guidance</p>       | <p>APP 7012 Preventing, Planning and Preparing for- Major Incidents and Events<br/>APP 7013 Practical evaluation of Major Environmental Incidents and Events<br/>APP 7014 Managing a Major Incident: Public Health Response &amp; Recovery</p>  |
| <p><b>Speech and Language Therapy</b></p> <p>(All modules are optional)</p> <p>The Speech and Language pathway is intended to support and promote continuing professional development of Speech and Language Therapists and their practice. As such, it will help meet the needs of those wishing to progress and evidence their ability to work at Advanced Practitioner level in the NHS.</p>  | <p>APP 7010 Paediatric Hearing Impairment<br/>APP 7015 Clinical Decision Making<br/>APP 7016 Advanced Clinical Phonology<br/>ADP 7001 Work Based Learning 1<br/>ADP 7002 Work Based Learning 2<br/>APP 7005 Neuro Linguistic Programming<br/>APP7007 Teaching and Learning in the Workplace</p>                       |

## Core Modules

| For PG Diploma award                                  | Credit Value |
|---|--------------|
| SHS7000 Applied Research Methods and Design           | 20           |
| APP7003 Evidence Based Practice                       | 10           |
| APP7002 Reflection for Advanced Professional Practice | 10           |
| For MSc award   |              |
| APP7004 Dissertation                                  | 60           |

## Generic Option Modules

| Title   | Credit Value |
|---|--------------|
| ADP7001 Work Based Learning 1                     | 20           |
| ADP 7002 Work Based Learning 2                    | 20           |
| APH7000 Assessing Health, Wellbeing and Inequity  | 20           |
| APH7001 Health Risk Perception & Communication    | 10           |
| APH7003 Public Health Policy Development          | 10           |
| APH7008 Health Protection                         | 20           |
| APH7010 Frameworks for Public Health Intervention | 30           |
| HPL 7017 Changing Health Behaviour                | 20           |
| APP7005 Neuro Linguistic Programming              | 20           |
| APP7006 Reflection on Prior Learning              | 20           |
| APP7007 Teaching and Learning in the Workplace    | 20           |
| APP 7015 Clinical Decision Making                 | 20           |
| APP 7024 Strategic Leadership and Management      | 20           |

## Additional Information

All students are required to keep a personal development journal. This is discussed at regular intervals with your personal tutor and goals are agreed. Each student is expected to demonstrate self-development during the course.

### 3.2 How the Programme is Managed

*The Programme Director* is responsible for the overall planning and day-to-day running of the entire course.

*Pathway Leaders* are responsible for their specific pathways and give specific support to their students to ensure a coherent student experience.



*Module Leaders* are responsible for their particular module: what is taught, how it is taught and how it is assessed.

Each student is allocated a *personal tutor* who will arrange regular meetings. These provide an opportunity to discuss any general issues, both academic and non-academic which you wish to talk about. The personal portfolio is also discussed at these meetings.

### **3.3 Student Consultations**

The views of the students are very important in the operation and monitoring of the course. To enable the programme team to obtain these views, each year group is represented by a student member of the cohort. They act as spokesperson for the group, and may also be asked to provide the group with information from members of staff. They are also members of the Programme Committee which meets three times a year, and which is responsible for the academic issues relating to the course.

Student representatives are asked to give a report from their year group at the meeting.

Further information from students about the operation of the programme is collected via questionnaires issued at the end of each year. These are summarised by the Programme Director and form part of the Annual Programme Monitoring Report. Any actions which are required as a result of the consultations are implemented and also monitored through this system.

### **3.4 How the Programme Team Will Help You To Learn**

A wide variety of teaching and learning strategies are used in the programme. These include lectures, tutorials, workshops, seminars, team learning and the Work Based Learning modules.

Lectures convey information to students, and are interactive. Tutorials are an opportunity to work in small groups in order to expand and consolidate course material.

Seminars are opportunities for student centred learning. They provide the students with a forum to practise team work and communication skills.

Workshops, case studies and team projects provide further experience of reflective thinking and critical evaluation.

Throughout all of these teaching and learning processes, students are supported by the subject tutors, and resources from the library.

The library provides access to a large range of learning technology, which offers students the opportunity to use many on-line data sources. An interactive 'Study Skills' support package is available.

There is also a specialist computer laboratory, which allows students access to the latest computer packages and the World Wide Web.

### **3.5 Methods of Assessment**

Each module you undertake is assessed. All examinations and course work (where appropriate) are anonymised. This helps to provide equality of opportunity which is a key element of Cardiff Met teaching policies.

The nature of the assessment will vary according to the subject, and the aims and objectives of the module.

A wide variety of methods are used to assess students. These include:

- Portfolios
- Essays;
- Problem solving practical reports;
- Case studies;
- Oral presentations;
- Critical assessments of published work.

Details of the Assessment Regulations will be given to you at the beginning of the course.

### **3.6 Codes of Conduct Pertaining to the Programme - What is Expected of You**

Students are expected to comply with all of the General Regulations of the University, together with Cardiff Met Health and Safety Regulations. In addition, all members of the University are expected to comply with the policies on Equal Opportunities and Harassment.

### **3.7 Programme Related Expenses**

#### **Books:**

There is no need to purchase books before the beginning of the programme. You will be given details of which textbooks you require as lectures commence.

#### **Photocopying and Printing:**

Students are responsible for the cost of any photocopying which they require as part of their studies. Cards may be purchased in the Library to use in the copying machines. There is also a Print Studio on site in Llandaff Campus, which carries out copying on request, at a reasonable charge.

Printing from the computers within Cardiff Met will also be subject to a charge.

#### 4. ENROLMENT

Enrolment is an essential process that confirms your status as a Cardiff Met student and also gives you access to Cardiff Met IT systems, payment of fees, and, importantly, enables you to obtain your Student MetCard.

You can complete the online Self-Enrolment process from any computer through the Cardiff Met Self Service system once you have received your **Enrolment Email**.

On receipt of your Enrolment Email, please begin your Self-Enrolment by going to the [www.cardiffmet.ac.uk/enrolment](http://www.cardiffmet.ac.uk/enrolment) webpage and following the step-by-step guidance provided. Access to the Enrolment section of the Cardiff Met Self Service system will require you to login with a username and password. **Please input the same username and password you originally used to apply with.** Guidance is provided for forgotten usernames/passwords. Please note that in order to Self-Enrol, your status with Cardiff Met must be **Unconditional Firm (UF)** i.e. all conditions met and place accepted.

#### 5. TERM DATES

The Academic year dates for 2018/2019 are as follows:-

**Induction** 17<sup>th</sup> September at 10am. Room D2.12 Llandaff Campus

**Autumn Term** Monday 24<sup>th</sup> September 2018 – Friday 14<sup>th</sup> December 2018

**Spring Term** Monday 21<sup>st</sup> January 2019– Friday 29<sup>th</sup> March 2019

**Summer Term** Monday 26<sup>th</sup> April 2018 – Friday 14<sup>th</sup> June 2018

#### 5.1 MODULE DELIVERY DATES

##### Core Modules

|          |   |                                     |
|----------|---|-------------------------------------|
| SHS7000: | Applied Research Methods and Design           | 27 October 2018<br>23 February 2019 |
| APP7002  | Reflection for Advanced Professional Practice | 11 October 2018                     |
| APP7003  | Evidence Based Practice                       | 2 and 3 October 2018                |
| APP7004  | Dissertation                                  | Individual tutorials                |

**Subject Specific and Optional Modules: pathway leaders and module Leaders are responsible for making appropriate teaching arrangements.**

#### Useful links

- [Academic Handbook](#)
- [Accommodation](#)
- [Additional Costs](#)  
Additional costs are any mandatory or optional expenses, in addition to tuition fees, that need to be paid for by students to fully participate and complete their studies.
- [Admissions Policy](#)
- [Bike Shelters](#)  
Once you are on campus and have collected your student ID card you will be able to request access to the various bike shelters around our campuses\_
- [Campus Maps & Met Rider](#)
- [Cardiff Met News](#)
- [Cardiff Met Sport & Facilities](#)
- [Cardiff Met SU](#) *including Freshers information & wristbands*
- [DBS](#)  
If your programme involves you coming into contact with children and young or vulnerable people then you will have been asked to carry out a criminal records check as part of your offer.
- [Occupational Health](#)  
To comply with current Health & Safety legislation, all Cardiff Met students undertaking a healthcare-related programme at Cardiff School of Sport & Health Sciences (involving a clinical placement component), are required to participate in a mandatory Occupational Health Screening assessment. Additionally, certain courses are also required to adhere to the Department of Health's immunisation and vaccination programme.
- [Student Finance](#)  
For information on tuition fees, alumni discount, loans and scholarships, as well as contact information for the Student Finance Advisory Service.
- [Student Handbook](#)
- [Student Services](#)  
For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.
- [Term Dates](#)
- [Virtual Tours](#)  
Have another look around our campus and facilities with our guided virtual tours.