**Independent/Supplementary Prescribing programme (V300)**

**Standard Information Required by Admissions**

As this programme is accredited by the Nursing and Midwifery Council (NMC) and Health Care professional Council (HCPC) there is a range of information we require from yourself so that you can demonstrate that you meet both the academic and professional requirements of entry onto this programme.

Once you have completed the online application form you must supply copies of the information below to admissions. Admissions@dmu.ac.uk **Please ensure that in the subject line of your email you include “LBR prescribing programme”.** This will help us respond in a timely manner.

In addition to this basic information required by admissions, you will be sent the Professional Appendices which must be returned to the Programme Leader

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| **Certificates**If studying at undergraduate level (degree level) you must possess a minimum of 120 credits at diploma level (level 5). Please provide a copy the relevant certificate to demonstrate this If studying at postgraduate level (masters) you must possess a minimum of a degree at 2:2 or above. Please provide a copy of the relevant certificate to demonstrate this**You cannot be enrolled on to the programme until you have provided a copy of your certificate to demonstrate that you meet the academic entry criteria** |
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|
| **Disclosure and Baring Service (DBS)**You must have an **Enhanced** DBS dated within three years of the start of the programme.Please send a scanned copy of **both sides** of your DBS to AdmissionsIf you have signed up to the update service your will need to provide a copy of both sides of your certificate the completed consent form. Consent forms can be request from Admissions@dmu.ac.uk**You cannot be enrolled on to the programme until you have sent a copy of your DBS to admissions** |
| **Work Place details** As this programme is taught both in theory and practice, it is important that the University has an in-date placement profile and educational audit for your usual place of workPlease provide the details and address of your usual place of work**Name of applicant:** **Ward/ Community team****Work Address**If a placement profile and educational audit is not already in place, your will be contacted by the placement team to arrange for this to be completed.**Name of manger****Email address of manager** **You cannot be enrolled on to the programme until this is completed** |
| **Good Health/Good character Form**You are required to complete the Appendix A Good Health Good Character form**You cannot start the programme until this is completed** |

Please email this information through to admissions admissions@dmu.ac.uk. **Please include LBR prescribing in the subject line.**

**Appendix A**

**DECLARATION OF GOOD HEALTH/GOOD CHARACTER**

**To be completed by the applicant and returned to** **admissions@dmu.ac.uk**

De Montfort University

**Faculty of Health and Life Sciences**

**Leicester School of Nursing and Midwifery**

**SELF-DECLARATION OF GOOD HEALTH AND GOOD CHARACTER**

|  |  |
| --- | --- |
| Applicants Name |  |
| Profession |  |
| PIN |  |

Please ensure that you have read the attached notes before completing this form. If you have any concerns about this form and completing the declaration, please discuss these with the Programme Leader. The information you provide on this form is strictly confidential and will be held securely on your personal file.

1. I have no known condition of ill health/In spite of suffering from ill health, it does not affect my ability to practise safely and effectively.

(Please refer to Guidance Notes – What does good health mean?)

**Agree Disagree (please circle)**

If the response is Disagree, please give further details:

1. I have read understood and will comply with the Nursing and Midwifery Council (NMC) The Code: Professional standards of practice and behaviour for nurses, midwives and nursing associates (2018)/Health and Care Professions Council (HCPC) Standards of conduct, performance and ethics (2016).

**Agree Disagree (please circle)**

1. I have never been charged or summoned to attend court in connection with an alleged criminal offence, and have no convictions, police cautions, reprimands or final warnings \*

**Agree Disagree (please circle)**

If the response to 3a is Disagree, please give details

1. I have not been found guilty of misconduct under the University Student Disciplinary Regulations or deemed unfit to practise by my regulatory body. (Please refer to Guidance notes – What does good character mean?)

**Agree Disagree (please circle)**

If the response is Disagree, please give details

1. I am not currently suspended or subject to a determination by another regulatory or licensing body

**Agree Disagree (please circle)**

If the response is Disagree, please give details

I confirm the answers I have provided above are correct. I understand that in exceptional circumstances, the University may be asked to disclose information on this part of the form to a third party, for the purposes of my practice elective or in the course of providing a reference for me. I hereby give my consent for the disclosure of such information to a third party in these circumstances.

*In addition De Montfort University would like your permission to pass details of your ethnicity and disability status to the organisation that commissions healthcare education on behalf of the Department of Health.  This is in order that they may carry out monitoring to ensure that applicants do not suffer discrimination. All data will be processed in accordance with the Data Protection Act 1998 and all other relevant legislation and common law and kept securely at all times.*

**** *If you DO NOT wish us to share this data, please tick the box*

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant signature** |  | **Date** |  |

**\***Rehabilitation of Offenders Act 1974 (as amended)

Nurses and Midwives working in the NHS are exempt from the provisions of the Rehabilitation of Offenders Act 1974 as amended by the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions)(Scotland) Order 2003. You are not therefore entitled to withhold information about convictions, which for other purposes are regarded as “spent” under the provisions of the Act. Any failure to disclose such convictions, or any cautions or pending court cases could result in disciplinary action being taken against you by the University. Please note that the fact that you have a conviction recorded against you or that you have received a caution or have a court case pending will not necessarily mean that you cannot continue your studies (see attached Guidance Notes – What does good character mean?) The object of this notice is not, in any way, to reflect upon your integrity but is necessary to protect the public and the University.

**GOOD HEALTH/ GOOD CHARACTER GUIDANCE NOTES**

The Nursing and Midwifery Council (NMC)/HCPC require students on to provide evidence of good health and good character. The under noted Guidance Notes have been prepared to help you to understand what is required before you complete your declaration. If you should have any questions please ensure that you discuss these with your personal tutor or year/programme leader.

**What does good health mean?**

For the purposes of NMC’s requirements, the term “good health” is a relative concept. In other words, a student may have a disability, such as impaired hearing, or a health condition, such as depression, epilepsy, diabetes or heart disease, and yet be perfectly capable of safe and effective practice. However, there are some conditions which are likely to affect a student’s ability to practise safely and effectively, two of which are alcoholism and drug abuse. Serious mental ill health, drug addition or alcoholism are the main reasons for the removal of nurses from the NMC register, on the grounds that the individual is deemed to be a risk either to themselves and/or to their patients or clients.

If during the programme you become aware of any condition(s) which is likely to affect your ability to practice safely and effectively, you MUST inform your personal tutor, as soon as possible. Failure to do so, will affect your continuation on the programme.

**What about a practitioner with an infection?**

An individual who is infected with, for example, HIV, Hepatitis B or Hepatitis A might be precluded from being able to practise in some posts. However, such an infection would not preclude them from being registered. It is essential, therefore, that registrants applying for posts or registering with an agency are aware of and comply with good health requirements for employment as well as for registration. See draft Department of Health Guidance (2003) on serious communicable diseases.

**What does good character mean?**

Good character is not easy to define. An important determinant of good character is the individual’s commitment to compliance with the Nursing and Midwifery Council (NMC) The Code: Professional standards of practice and behaviour for nurses, midwives and nursing associates (2018)/Health and Care Professions Council (HCPC) Standards of conduct, performance and ethics (2016). The absence of convictions or formal cautions issued by the police is not sufficient evidence of good character and conversely there are some convictions, which the NMC/HCPC would not regard as being incompatible with fitness to practise and, therefore, registration. It depends on the seriousness of the conviction and the circumstances in which the offence was committed. The absence of a police caution(s), a pending charge(s), a court summons(s) for an alleged criminal offence or a relevant conviction(s), as determined by the Higher Education Institution is integral to the meaning of good character. Another factor that might throw into question a student/registrant’s good character is if they are currently suspended by another regulatory body or have been found guilty of misconduct or deemed unfit to practise by such a body. Likewise, if they are subject to a determination by a licensing body elsewhere which has the same effect e.g. where a student nurse has previously been a dental nurse/nursery nurse and has been found guilty of professional misconduct.

If during your programme you are charged or summoned to appear in court in connection with an alleged criminal offence, receive a formal caution or have a conviction recorded against you, you MUST inform your personal tutor, as soon as possible. Failure to do so, may compromise your continuation on the programme.

**What are the consequences of making a false declaration?**

Students who knowingly make a false declaration of good health or good character will be dealt with according to the De Montfort University Regulations and will be subject to a Fitness to Practise committee investigation. If it is found proved that a false declaration has been made, this could result in exclusion from the programme or failure to be recommended for registration. Students who subsequently discover that a declaration made in good faith was in fact false should inform their programme leader in writing immediately.

**References**

Department of Health (2003) Draft guidance on health clearance for serious communicable disease. Department of Health, London [www.dh.gov.uk](http://www.dh.gov.uk)

Health and Care Professions Council (HCPC) (2016) Standards of conduct, performance and ethics (2016). HCPC, London

[https://www.hcpc-uk.org/assets/documents/10004EDFStandardsofconduct,performanceandethics.pdf](https://www.hcpc-uk.org/assets/documents/10004EDFStandardsofconduct%2Cperformanceandethics.pdf)

Nursing and Midwifery Council (2018) The Code Professional standards of practice and behaviour for nurses, midwives and nursing associates. Nursing and Midwifery Council, London

<https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/nmc-code.pdf>

Nursing and Midwifery Council (2004) Requirements for evidence of good health and good character. Nursing and Midwifery Council, London [www.nmc-uk.org](http://www.nmc-uk.org)

<https://www.nmc.org.uk/education/becoming-a-nurse-or-midwife/when-studying-to-be-a-nurse-or-midwife/>

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In addition to this basic information you will also need to complete the Professional Appendices to the application form and return them to the programme leader.