

PROGRAMME SPECIFICATION

for the award of

Postgraduate Certificate in Managing Practice Quality in Social Care

Managed by the Faculty of Humanities and Social Sciences

delivered by the Institute of Public Care

Date approved:	April 2015
Applies to students commencing study in:	2020 - 2021

RECORD OF UPDATES

SECTION 1: GENERAL INFORMATION

Awarding body:	Oxford Brookes University
Teaching institution and location:	Institute of Public Care (IPC) Harcourt Hill Campus, Oxford, OX2 9AT
Language of study:	English and Welsh – all written assessment instructions and joining materials will be available in both Welsh and English; students will be encouraged to complete assessments in Welsh; individual academic support and coaching will be available in both Welsh and English.
Final award/s:	Postgraduate Certificate
Programme title:	Postgraduate Certificate in Managing Practice Quality in Social Care
Interim exit awards and award titles available:	Not applicable
Brookes course code:	ZH50/PGC-MPQ
UCAS code:	Not applicable
JACS code:	L590
HECoS code:	(100501) social care
Mode of delivery: (Mode of Study given in brackets)	Face to face learning supported by VLE (Moodle) for access to programme materials and other learning support materials
Duration of study:	The part time programme is studied over a fifteen month period and consists of three modules with blocks of two taught days. IPC courses are delivered on a rolling programme, in response to demand, with no set semester-based start dates.
Subject benchmark statement/s which apply to the programme:	Not applicable
Professional accreditation attached to the programme:	Social Care Wales https://socialcare.wales/
Apprenticeship Standard:	Not applicable
University Regulations:	The programme conforms to the University's Regulations for Study . The Assessment and Progression policy applies and may be accessed at https://www.brookes.ac.uk/regulations/assessment-and-progression

SECTION 2: WHY STUDY THIS PROGRAMME?

The programme is aimed at front line managers and senior practitioners within social care settings in Wales. The programme will enable participants to improve the management of practice quality in adults' and children's social care. The primary role of this programme is:

- To develop in managers an in-depth understanding of the key drivers influencing practice quality in social care settings.
- To develop the capacity for independent study and critical thinking skills which will enable managers to make better case management decisions within a quality framework.
- To able managers to apply tools and techniques to improve practice quality within their teams.
- To enable managers to demonstrate that they have developed their ability to manage practice quality within social care settings.

This programme was developed in response to an invitation to tender from the then Social Services Improvement Agency, which was a partnership enterprise between the Welsh Local Government Association (WLGA), the Association of Directors of Social Services Cymru and the Welsh Assembly Government. In 2010 IPC was asked to develop a national programme designed to improve the management of practice quality in adults' and children's social care across Wales.

The programme will support personal development as well as responding to organisational needs, and as such will support the progression of individual students in their careers. In addition, it will provide students with important networking opportunities and through this a range of contacts that can be called upon to provide ongoing advice and support both during the programme and following graduation.

Students need the approval of their organisations to take part in the programme and will have a programme sponsor to support them (potentially but not necessarily their line manager); learning activities and assessments are directly linked to work place activities.

IPC works with all of the regional partnerships across Wales and most local authorities, providing consultancy support, and as such is able to draw on current and relevant knowledge of innovation and challenges facing the organisations employing potential students.

SECTION 3: PROGRAMME LEARNING OUTCOMES

On successful completion of the programme, graduates will demonstrate the following Brookes Attributes:

3.1 *Academic literacy*

- An in-depth knowledge of the national agenda influencing practice quality in social care settings, and a critical understanding of the implications for your team and/or organisation.
- A critical understanding of the principles and theories of managing practice quality in social care.
- Critically analyse your team and/or organisation's practice quality arrangements.

3.2 *Research literacy*

- Critically evaluate current practice in relation to your work-based practice quality project.
- Use appropriate technology to search for and critically evaluate information relevant to practice quality in social care.
- Use evidence-informed learning to implement good practice.

3.3 *Critical self-awareness and personal literacy*

- Analyse and evaluate personal competence and design and manage your own personal development strategy.
- Learning skills, including learning independently problem-solving and making decisions.
- A critical reflection on individual and organisational learning and practice.

3.4 *Digital and information literacy*

- Present structured arguments and communicate work and findings to others.
- Use appropriate technology to search for and critically evaluate information relevant to practice quality in social care.
- Engage in online learning activities, developing confidence in e-learning abilities.

3.5 *Active citizenship*

- Provide a rationale for your work-based practice quality project, including service user input to the project scope, design or development.
- Ability to effectively manage teams that deliver good outcomes for service users in light of local and national social, economic, political and cultural perspectives.

SECTION 4: CURRICULUM CONTENT & STRUCTURE

4.1 PROGRAMME STRUCTURE AND REQUIREMENTS:

The programme consists of 3 modules delivered over a 15 month period.

Module Code	Module Title	Credits	Level	Status
E26500/WFPC7001	An Introduction to Managing Practice Quality	20	Level 7	Compulsory
E26501/WFPC7002	Evidencing Performance and Quality	20	Level 7	Compulsory
E26502/WFPC7003	Leading and managing for Quality	20	Level 7	Compulsory

The Module An Introduction to Managing Practice Quality is a pre-requisite for the other modules, i.e. students will not be able to start E26501/WFPC7002 and E26502/WFPC7003 unless they have undertaken E26500/WFPC7001.

SECTION 5: TEACHING AND ASSESSMENT

The programme is designed to support the learning of students through a collaborative approach between the student, their employing agency and IPC as programme provider. Employing agencies have on-going involvement in the programme including contributing to assessment activities, and the student group will be encouraged to share and reflect on their differing skills, knowledge and practice.

The programme promotes constructive and critical reflection on a range of theoretical, practical and research issues. It balances personal as well as organisational development needs: students have the opportunity to engage in personal development, but also to embed the approaches and tools learnt on the programme to improve both people management and organisational effectiveness. Reflecting on learning and how it improves practice is an integral part of the programme.

A variety of teaching and learning activities are used to deliver this approach: group activities (seminars and action learning sets), self-reflection, independent research and project work relevant to individual organisations. Time spent on these different activities is approximately:

Taught days (including initial seminar and action learning): 58 hours

Directed independent study and research: 170 hours

Individual or small group support: 12 hours

Preparation of three assignments: 360 hours

The assessment strategy for the programme is informed by Oxford Brookes University's [assessment and feedback strategy](#) and includes both formative and summative assessments designed to motivate, give feedback, grade work and demonstrate delivery of learning outcomes. We use formative assessment tasks, linked to the learning outcomes, during each of the modules. Below are some examples:

- A marking exercise to assess fictitious or previous years' student work against the assessment scheme for summative assessments.
- An informal presentation – as part of an action learning set – to discuss work that you will use for the module assessment.
- Practice observation by line managers or other stakeholders that contributes to completing the 360 degree assessment tool.

The programme is assessed through course work, there are no examinations. Assessed coursework includes a written assignment, a work-based project and a case study, which can be individually tailored to meet the needs of the organisation. Module assessment schemes set out in detail the essential requirements that students need to demonstrate in order to pass each summative assessment. Work is assessed on a percentage basis and students receive detailed and constructive feedback based on the module assessment criteria. We encourage students to use any feedback on their work as part of the process of developing their academic skills.

SECTION 6: ADMISSION TO THE PROGRAMME

6.1 ENTRY REQUIREMENTS

6.1 Entry criteria

The programme is aimed at team managers and aspiring managers in social care settings, including senior practitioners. Students will be expected to:

- Have a recognised professional qualification in social work (or similar for non-social work staff) and registration with Social Care Wales, the General Social Care Council, the Scottish Social Services Council or the Northern Ireland Social Care Council (or equivalent body for non-social work staff where applicable).
- Have a minimum of three years post qualifying experience.
- Occupy a front line management or senior practitioner position in a social care setting in Wales, or have been identified as an 'emergent leader' with impending career progression, and have the support of your employing organisation.
- Have the ability to study at postgraduate level.

For more information please see:

<https://ipc.brookes.ac.uk/what-we-do/skills-development-programmes/courses.html>

6.2 DBS AND OTHER PRE-COURSE CHECKS REQUIRED

DBS checks are a requirement of students' employment.

SECTION 7: PREPARATION FOR EMPLOYMENT

This national programme is commissioned from IPC by Social Care Wales in consultation with the Association of Directors of Social Services (ADSS) Cymru. It has been designed to ensure that it supports social care, including social work, management development and helps improve service quality and outcomes in Wales. It is a requirement that Team Managers in Social Care complete this programme.