

PROGRAMME SPECIFICATION– POSTGRADUATE PROGRAMMES

KEY FACTS

Programme name	MSc Professional Practice
Award	MSc
School	School of Health & Psychological Sciences
Department or equivalent	Health Services Research and Management
Course code	NUPPPR
Programme code	NUMSPPR01
Route Code	PSPRPR
Type of study	Full time or part time
Total UK credits	180
Total ECTS	90

PROGRAMME SUMMARY

The MSc Professional Practice programme is a modular, work-based / work focused programme that enables a flexible approach to post-registration and postgraduate education for both UK and international students.

The MSc Professional Practice can be taken as a stand-alone programme or as a progression route from the PG-Certificate Professional Practice.

The programme structure is designed to enable you to undertake a programme of learning that will enhance your professional and inter-professional skills and knowledge. The flexible structure of the programme will allow you to gain the maximum from your learning experiences, in, from and related to the workplace. You can tailor your Master's degree to your particular interests and career aspirations. Students who are not currently in employment will be able to apply the learning to any previous area of practice or work experience.

Throughout the programme you will be encouraged, through critical reflective practice, to explore contemporary professional practice and within a wider integrated and inter-professional context. You will study a combination of core (compulsory) and elective modules of professional interest and aligned to your own professional development.

There are three core taught modules for the programme:

- Professional Leadership (15 credits): this module will enable you to recognise and develop your leadership skills and will prepare you for leadership roles
- Evidence based evaluation (30 credits): this module will provide you with a thorough grounding in the main approaches and methodologies used in the evaluation of interventions (qualitative, quantitative and mixed-methods), and in evidence appraisal and synthesis skills
- Professional Practice Project (30 credits): in this module you will have the flexibility to design your own project and area of study related to an innovation, policy or practice issue.

In addition, you will be required to complete:

- SHS MSc Dissertation Module (60 credits): this module will allow you to take ownership of an individual, original piece of work under the guidance of an allocated individual supervisor.

You will be able to choose elective modules to a total of 45 credits from the wide range offered by the School of Health & Psychological Sciences.

The links between theory, evidence and practical application in the workplace are emphasised at all stages of the programme.

What will I gain for each exit award?

By completing the **MSc Professional Practice**, in addition to the skills described below for the Postgraduate Diploma and the Postgraduate Certificate, you will have demonstrated the original application of knowledge related to professional practice and will have been engaged in research that contributes to new understanding in this area. Those who join the programme with the PG-Cert Professional Practice will not be eligible to receive a second PG-Cert exit award.

If you exit the programme with a **Postgraduate Diploma Professional Practice**, in addition to those skills described for the Postgraduate Certificate (below), you will have acquired the applied research and evaluation skills required to critically evaluate current evidence in the area and provided appropriate critiques of knowledge and techniques in relation to this.

If you exit the programme with a **Postgraduate Certificate Health Sciences** you will have been enabled to critically examine theory and evidence relating to current problems and issues related to professional practice and be able to synthesise and apply these. You will also be able to use a range of techniques to undertake your scholarly work.

Aims

This flexible, individualised and work focused programme of learning aims to:

- enhance your personal and professional development
- encourage you to develop as a critical, reflective and flexible learner and to develop an enquiring, critical and creative approach to professional practice and life-long learning
- enhance your critical, analytical, professional, research and communication skills and promote the ability to relate these skills to professional practice
- enhance your knowledge and understanding of effective team and inter-professional working relevant to work and integrated working practice
- prepare you for leadership roles in professional practice
- extend and deepen your analytical and critical reasoning capabilities underpinning practice-based learning
- enhance your skills in the application of theoretical and practice skills to advance change and leadership in organisations
- combine academic rigour with the development of practical, transferable skills which can be applied in a wide variety of health and social care settings

Registration Period

The normal period of registration for this programme is one year (for full-time students) or two years (for part time students) for the taught component.

The maximum period of registration for this programme is 3 years (full-time) or 5 years (part-time).

If you have been awarded the PG-Certificate in Professional Practice at City, University of London and then wish to return to complete the MSc Professional Practice you may apply to be readmitted to complete the higher award provided that:

- The maximum period of registration for the programme will not be exceeded

You will be required to rescind the PG-Certificate on successful completion of the PG-Diploma or the MSc.

WHAT WILL I BE EXPECTED TO ACHIEVE?

On successful completion of this programme, you will be expected to be able to:

Knowledge and understanding:

- Critically evaluate and synthesize models of reflective learning and examine their application in professional practice environments.
- Recognise and critically appraise the principles and practices involved in inter-professional working
- Critically appraise, evaluate and integrate theories and perspectives and articulate implications for practice development and innovation
- Critically reflect on key aspects of health and social care organisations and their processes, behaviours, cultures
- Critically discuss and evaluate contemporary issues in professional practice
- Explain and critically evaluate theoretical methodological frameworks, evidence-based research and enquiry
- Synthesise coherently and effectively the knowledge and expertise related to professional practice
- Critically evaluate and synthesise new information from a range of sources without guidance using a wide range of appropriate techniques.

Skills:

- Take responsibility for your own personal and professional development by being critically reflective and self-evaluative and making successful transitions in your own professional development journey
- Demonstrate self-direction and originality in tackling and solving problems, and act autonomously in planning, implementing and evaluating tasks in professional practice
- Apply and present critical, analytical reasoning and experiential learning in organised, written, oral and digital formats
- Evaluate your role, reflect on your own learning and develop strategies to develop and improve your competency through continuing personal and professional development and lifelong learning
- Consider and evaluate the needs and experiences of the users of health and social care services within the context of inter-agency and inter-professional work and place service users and carers at the centre of all decision making

Values and attitudes:

- Demonstrate self-awareness and critically discuss and evaluate how your own values, principles and assumptions may affect your practice and the practice of others
- Demonstrate respect for the ideas and contributions of others when working collaboratively and across professional boundaries.
- Exhibit a willingness to work as an effective team member and learn from others to achieve common goals
- Show professionalism and integrity and promote diversity, equity and dignity in all encounters with other students and staff

This programme has been developed in accordance with the QAA Subject Benchmark for Postgraduate study

HOW WILL I LEARN?

The rationale for learning, teaching and assessment strategies for the programme is predicated on the modelling of an active approach to learning in and from the workplace and for the enhancement of professional practice. The learning and teaching strategies for the programme will encompass a range of methods, which support this objective including lectures, workshops, group work, case studies, presentations, self-reflection, evidence based practice, peer review and collaboration.

Throughout the programme, you will be encouraged, through critically reflective practice, to explore contemporary professional practice and the wider integrated and inter-professional context.

Direct contact hours will vary, dependent on the module options chosen. Each 15-credit module has a total of 150 hours of study, which is comprised of 20-30 hours of face-to-face contact or on-line activity, with 120-130 hours of directed and self-directed study. The 30-credit Professional Practice project module has less face-to-face classroom teaching and more self-directed, work-based/focused study and project work.

The programme uses a blended approach to teaching and learning, encompassing face-to-face and online learning and teaching strategies as well as work-based enquiry and projects, linking academic theory to professional practice.

The learning and teaching approaches will require you to engage in advanced and analytical work throughout the programme and will require independent learning through your own reading which will be guided towards greater understanding and evaluation of generic issues and to the ways in which those issues apply in the context of professional practice. Part of each module's guided and self-directed study component will be dedicated to applying the module's content to your professional role and development requirements, and to reflecting on your learning and its application in practice. At times, you will also be required to participate in online activities as indicated within individual modules.

At Masters level, these strategies are aimed at developing your ability to challenge current theory and research and creatively use solutions to address problems. You will engage in

full professional and academic communication, critically debating and evaluating personal performance as well as that of others.

Programme lecturers will be academic staff from the School of Health & Psychological Sciences and there will be a range of external visiting lecturers and guest speakers, including experts from the School's extensive network of practice partners (NHS and social care organisations) across London. These include policy experts, senior managers, leaders, and frontline practitioners from many disciplines.

The range of teaching and learning methods used during the programme include:

Helping you to prepare for your assessments through formative feedback: you will have the opportunity to obtain guidance and feedback from the module leader and/or your peers in preparing for each assessment within each module. This may be in the form of a short formative assessment such as an online test, a draft essay plan or a presentation, and this is intended to help you to prepare for your final assessment/s.

Lectures: formal keynote lectures are used to disseminate information, thus extending your knowledge in some areas and presenting new information in others. Lectures are a useful method for presenting an overview of new materials and in stimulating you to read further around the subject area. They may be in 'real time' or recorded.

Seminars, tutorials and workshops: these sessions are used to reinforce a student-centred approach to learning by allowing you to prepare and present material to your peer group, encouraging an interchange of ideas. They encourage application of theory to practice, extending the depth and breadth of knowledge. They are essential supplements to the lectures and give you the opportunity to apply the material covered in the lectures and your independent reading to practical examples from within the professional context. They are designed to be motivating, enhance communication skills and develop your powers of reasoning. Small group work may entail you giving a presentation to demonstrate achievement of a set task or debates to engage you in-group discussions around contemporary issues or to pursue specific lines of enquiry.

Online learning: some modules are designed with significant online learning content, while others may use online discussion or assessment methods. All modules make use of City's online learning environment, Moodle, which is used to present you with all module content.

Guided independent study: during the programme you will have periods of time that are set aside for you to undertake prescribed activities individually or in study groups. These activities may form part of the formative assessment strategy to help you to complete the summative assessment or may be set tasks, which you should complete prior to attendance at a taught session.

Student-directed learning: a proportion of study time for each module will be self-directed and during these times, you should explore areas of interest, read widely and prepare for assessments. Whilst this time counts towards the total hours allocated to the programme, it will be up to you to decide exactly how you spend your study time.

Student support

You will be supported and advised in a number of ways, including academic and pastoral support from the programme team.

Academic support will be provided throughout your time on the programme. The Academic Learning Support team organises regular workshops on a range of topics to help you learn more effectively (<http://www.city.ac.uk/current-students/academic/study-skills-support>). These include study skills (such as reading strategies and essay planning), writing skills

and time management. One-to-one and group tutorials are also available on request. Extensive online learning resources are also provided via Moodle, the University's *Virtual Learning Environment* (<https://moodle.city.ac.uk/>).

Additional support services are provided by the Learning Success, Dyslexia Support and Disability Support teams, who can provide advice and assistance, and offer one-to-one consultations (<https://www.city.ac.uk/study/student-support/learning-support>).

You will also be allocated a personal tutor at the beginning of your programme who will be responsible for overseeing your pastoral wellbeing and will also be able to advise you on a range of academic issues.

As a student at City you will also be part of a vibrant health and social care community that encompasses current and former students from a wide range of backgrounds, academics from various disciplines, practitioners and users of services.

To find out more about the extensive range of student support services available at City, see <http://www.city.ac.uk/current-students>.

WHAT TYPES OF ASSESSMENT AND FEEDBACK CAN I EXPECT?

Assessment and Assessment Criteria

A range of assessment strategies will be used throughout the programme to evaluate your knowledge, attitudes and skills in all aspects of the programme.

The range of assessment strategies used within the programme may include:

- Written assignments, including essays, enable you to explore and critically analyse key concepts and theories and apply these to professional and inter-professional practice. You will be expected to develop a coherent line of argument, critically appraise the evidence base and critically reflect upon your own beliefs and assumptions. Written assignments may take the form of case studies in which you will be expected to relate your essay to a particular service or issue, or they may be reflective accounts of learning achieved whilst undertaking set tasks such as a work-based project.
- Written examinations (short answer questions, multiple-choice questions): these enable you to demonstrate your ability to recall knowledge, which can be applied to practical situations.
- Presentations: these may be used to assess your ability to put forward logical arguments, critically evaluate issues and communicate effectively using an oral, digital or poster format.
- Research Project/Dissertation will enable you to choose a relevant, work-related topic of interest to you and demonstrate an in-depth understanding of this. You will be expected to appraise the current body of knowledge (and/or practice) and make suggestions for future practice, policy and research. You will be assigned an academic supervisor who will guide you through this process. Dissertation types include a systematic literature review, a case study, or a work based project. Your programme director will provide you with personalised advice and guidance on the most appropriate dissertation type according to, for example, your elective choices.

For each module, you will be given assessment guidelines, which will outline the nature of the specific summative assessment and give clear guidance on how you can achieve

the set assessment criteria for this. Formative assessments are planned for each module, to ensure you are well supported and prepared for your final summative assessment

The pass mark for all graded assessments is 50%.

What do I have to do to pass?

Assessment Criteria are descriptions, based on the intended learning outcomes, of the skills, knowledge or attributes you need to demonstrate in order to complete an assessment successfully, providing a mechanism by which the quality of an assessment can be measured.

Grade-Related Criteria are descriptions of the level of skills, knowledge or attributes you need to demonstrate in order to achieve a certain grade or mark in an assessment, providing a mechanism by which the quality of an assessment can be measured and placed within the overall set of marks.

Assessment Criteria and Grade-Related Criteria will be made available to you to support you in completing assessments. These may be provided in programme handbooks, module specifications, on Moodle or attached to a specific assessment task.

Feedback on assessment

Feedback will be provided in line with our Assessment and Feedback Policy. Following each assessment, marks and feedback will be provided on Moodle (unless specified otherwise for example verbal feedback on a presentation) normally within 3 weeks (for interim module assessments) or 4 weeks (for final assessments) of the submission deadline. This would normally include a provisional grade or mark. The timescale for feedback on final year projects or dissertations may be longer.

Feedback is structured and provided in such a way as to help you to further develop your knowledge and skills as well as understand areas for development.

A selection of all assessments will be internally moderated and sent to the external examiner. All initial marks will be therefore provisional, pending external examiner approval and ratification by the Assessment Board. The full Assessment and Feedback Policy can be found at <https://www.city.ac.uk/about/education/quality-manual/6-assessment>

Assessment Regulations

In order to pass your Programme, you should complete successfully or be exempted from the relevant modules and assessments and will therefore acquire the required number of credits.

The Pass mark for each module is 50%. In order to pass a module you must pass each component at 50%. The weighting of a module's different components may be found in the Module Specification for that module.

If you fail an assessment component or a module, you will be offered one resit attempt.

If you are successful in the resit, you will be awarded the credit for that module. The mark for each assessment component that is subject to a resit will be capped at the pass mark

for the module. This capped mark will be used in the calculation of the final module mark together with the original marks for the components that you passed at first attempt.

If you do not meet the requirements for a module and do not complete your resit by the date specified you will not progress and the Assessment Board will require that you be withdrawn from the Programme.

If you fail to meet the requirements for the Programme, the Assessment Board will consider whether you are eligible for an Exit Award as per the table below.

If you would like to know more about the way in which assessment works at City, please see the full version of the Assessment Regulations (Senate Regulation 19) at <https://www.city.ac.uk/about/governance/constitution/senate-regulations>.

You should also refer to the School Assessment Guidelines which you will find in your programme handbook and on Moodle.

WHAT AWARD CAN I GET?

Master's Degree:

To qualify for the award of *MSc Professional Practice* you will be required to complete all the taught components (totalling 120 credits), plus the 60-credit Dissertation module.

Component	HE Level	Credits	Weighting (%)	Class	% required
Taught	7	120	67	With Distinction	70
Dissertation	7	60	33	With Merit	60
				Without classification	50

Postgraduate Diploma:

To exit with the award of *Postgraduate Diploma in Professional Practice* you will be required to complete all taught components for this programme (totalling 120 credits),

Component	HE Level	Credits	Weighting (%)	Class	% required
Taught	7	120	100	With Distinction	70
				With Merit	60
				Without classification	50

Postgraduate Certificate:

To exit with a *Postgraduate Certificate in Health Sciences* you will be required to achieve 60 credits from the range of core and elective modules, which must include the Professional Leadership module (15 credits).

Your Programme Director will be able to advise you in your choice of modules.

Component	HE Level	Credits	Weighting (%)	Class	% required
Taught	7	60	100	With Distinction	70
				With Merit	60
				Without classification	50

WHAT WILL I STUDY?

Taught component

The taught element of the programme will comprise of:

- Three core modules (listed below): total credit value of 75 credits

Module Title	SITS Code	Module Credits	Core/ Elective	Compensation Yes/No	Level
Professional Leadership	APM032	15	Core	No	7
Evidence-Based Evaluation	HRM005	30	Core	No	7
Professional Practice Project	APM061	30	Core	No	7

- Plus *elective* modules chosen from those offered by the School of Health & Psychological Sciences to the total credit value of 45 credits

The postgraduate level modules currently offered by the School (subject to change) can be found at <https://www.city.ac.uk/health/courses>. The list includes both clinical modules and non-clinical modules. The module list is not binding as new modules become available from time to time and will be offered if they are appropriate. Similarly, some modules may be withdrawn. Some modules may only run every second year so it is important to make your module choice in advance and in close consultation with your programme director. If an elective module has less than a certain number of registered students (typically around 10 for a face to face module or 6 for an on-line module) it may not run or may only be offered every second year so please check with your programme director. You will be notified of the elective modules available to you at the beginning of the academic year. The Programme Director will review the appropriateness of elective choice to ensure you meet the entry criteria (for example, some clinical modules may require you to be working in a particular area of clinical practice) and to reduce repetition of content (for example, should you choose a number of leadership type modules).

- Plus the dissertation component:

Module Title	SITS Code	Module Credits	Core/ Elective	Compensation Yes/No	Level
Dissertation Module	APM002	60	Core	No	7

The Dissertation is a core module for completion of the MSc. *You are normally required to complete all the taught modules successfully before progressing to the dissertation.* You are only able to submit your dissertation for marking once you have successfully completed all of the taught modules.

WHAT PLACEMENT OPPORTUNITIES ARE AVAILABLE?

You will have the opportunity to apply to undertake professional work experience, e.g. a

placement or internship within a practice, management or policy environment.

TO WHAT KIND OF CAREER MIGHT I GO ON?

Building on City, University of London's success as one of London's leading institutions for student employability, the programme offers you many opportunities for you to develop the specific skills and aptitudes that employers within a rapidly changing health and social care environment value.

A postgraduate degree in professional practice is a particularly valuable and flexible qualification that can open the door to new and exciting careers in your professional context, whether that is within your current employing organisation or elsewhere. Graduates would be equipped to take on significant leadership and management roles, either strategic or clinically focussed, and the opportunities afforded by work-based/work-focused learning during your programme will enable you to clearly demonstrate project management and evaluation skills.

Career planning at City

Developing your skills and enhancing your employability while at university is becoming increasingly important in today's job market. The programme places a high value on career planning, and your career development is emphasised throughout the programme. As a City, University of London student you will enjoy full access to the University's *Careers, Student Development & Outreach* service, which provides a professional, high quality careers and information service for students and graduates of City, University of London. The service works closely with local, national and international employers, and with other University departments. Their aim is to support and develop students by providing the tools they need to enhance their employability.

The service offers qualified advisors who can work with you to provide tailored, individual support and careers advice during your time at City, and after you graduate. It includes one-to-one coaching, CV advice and interview preparation to help you maximise your future opportunities. It also organises career, development and outreach activities, including skills sessions, employer events, community volunteering, widening participation, professional mentoring, and a Buddy Scheme.

If you would like more information on the Careers support available at City, please go to: <http://www.city.ac.uk/careers/for-students-and-recent-graduates>.

WILL I GET ANY PROFESSIONAL RECOGNITION?

You will not get any professional recognition for the programme, however, if you choose (and are eligible to take) a clinical module from within the School as one of your elective modules and this module has been accredited by one of the professional bodies (NMC, HCPC), or is part of a programme which has been validated by them, you may get professional recognition for credits obtained through that module.

HOW DO I ENTER THE PROGRAMME?

Academic entry requirements

The entry requirements for this programme are:

- A first degree (2:2 class or above) or international equivalent from an approved institution of higher education. Experienced professional practitioners without a degree who have evidence of Masters level (level 7) study undertaken within the last five years will also be considered
- Experienced professional practitioners with a degree classification lower than second class or without a degree and who are unable to demonstrate evidence of Masters level study (level 7) within the previous five years will be given the option to undertake a 15 credit module from the programme (as a stand-alone module). If you successfully complete this module you will be eligible for entry to the MSc Professional Practice programme and these credits will be RPL'd (Recognition of Prior Learning) into the programme.
- *Successful completion of the PG-Certificate Professional Practice.* If you have been awarded the PG-Certificate in Professional Practice at City, University of London and then wish to return to complete the MSc Professional Practice you may apply to be readmitted to complete the higher award provided that:
 - The maximum period of registration for the programme will not be exceeded

You will be required to rescind the PG-Certificate on successful completion of the PG-Diploma or MSc

English language requirements

If your first language is not English, one of the following qualifications is also required:

- A first degree from a UK university
- A first degree from an overseas institution recognised by City, University of London as providing adequate evidence of proficiency in the English language, for example, from institutions in Australia, Canada or the United States of America
- International English Language Testing Service (IELTS): a score of 7.0 is required, with no subtest scoring below 6.5
- Pearson Test of English (Academic): a score of 72 required.

Recognition of Prior Learning and Experience

In line with Senate Regulation 19, Recognition of Prior Learning (RPL) will be considered for any student who has pursued appropriate studies in this or another institution or who possesses appropriate qualifications. RPL may be claimed for taught core and elective modules, subject to the following City Assessment Regulations

9 (c) (ii): RPL will be permitted where the Programme Committee has assessed the claim in terms of its acceptability, sufficiency, authenticity, currency and level and can demonstrate that the students previously assessed or experiential learning meets all of the learning outcomes stated in the module specification for the module for which they are to be awarded credit

The volume of credit permissible via RPL is 60 credits (one third of the total credit for the programme)

Where the PG-Certificate in Professional Practice has been previously obtained and this learning has been recognised on entry to the MSc, no further RPL claim is permissible

Financial support

There are a variety of funding options available, including loans, bursaries and scholarships. Further details can be found on the University's website at <https://www.city.ac.uk/study/fees-and-funding>.

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