



Guidance for Pre-registration Healthcare Science Professions Degree Programmes



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Pre-registration Healthcare Science Programmes

This guidance is aimed at pre-registration education stakeholders including employers, Higher Education Institutions (HEIs), and students. Health Education and Improvement Wales (HEIW) is responsible for commissioning education and training to meet the needs of the NHS in Wales. There are a number of pre-registration healthcare science programmes that fall within this remit.

Each year, HEIW funds places on behalf of NHS Wales on pre-registration healthcare Science programmes. The current pre-registration programmes are:

- 3-year full-time healthcare science degree programmes
- Part-time PTP Audiology, Clinical Engineering & Pathology degree programmes

This all-Wales guidance describes the different healthcare science pre-registration programmes that HEIW commissions and details their funding arrangements.

Please note that in Wales, Radiographers and Operating Department Practitioners are included in the umbrella of healthcare science professionals, and therefore their degree programmes are included below.

3 Year full-time Healthcare Science Degree Programme

A 3-year full-time healthcare science degree programme consists of HEI based teaching and placement-based learning. For most programmes, professional registration is applied for on completion; the exception is for Pathology, in which the registration portfolio is started as part of the degree programme and completed when employed in the NHS.

Individuals that meet the entry requirements of their chosen HEI are eligible to apply for the programme through UCAS for these full-time programmes. Details of entry requirements can be accessed from the HEI's individual web sites.

HEIW commissions the following full-time programmes from the Welsh universities detailed below:

Bangor University

[BSc – Full Time Diagnostic Radiography](#)

Cardiff Metropolitan University

[BSc – Full Time Life Sciences – Blood, Infection, Cellular and Genetics](#)

Cardiff University

[BSc – Full Time Diagnostic Radiography](#)

[BSc – Full Time Radiotherapy and Oncology](#)

Swansea University

[BSc – Full Time Audiology](#)

[BSc – Full Time Cardiac Physiology](#)

[BSc – Full Time Clinical Engineering \(Rehabilitation and Medical Engineering\)](#)

[BSc – Full Time Neurophysiology](#)

[BSc – Full Time Nuclear Medicine](#)

[BSc – Full Time Radiotherapy Physics](#)

[BSc – Full Time Operating Department Practice](#)

[BSc – Full Time Respiratory and Sleep Science](#)

University of South Wales

[BSc – Full Time Operating Department Practice](#)

Wrexham Glyndwr University

[BSc – Full Time Operating Department Practice](#)

Funding

Funding arrangements for the full-time BSc programmes are as follows:

1. Applicants can apply for an **NHS Wales Bursary** from [Student Awards Services \(SAS\)](#) on **agreement to commit to work in Wales for 2 years on completion of their programme**. Applicants must register their intentions on the [Welsh Health Registration System](#) on the SAS website and complete the declaration within the NHS Wales Bursary Scheme Terms and Conditions.

The **NHS Wales Bursary Scheme** provides the following financial support to students:

- The cost of tuition fees
- A means-tested bursary for living costs
- £1,000 non means tested grant,
- In addition, students are supported for costs such as travel and accommodation (whilst on placement), Childcare, Disabled Student Allowance, Dependents Allowance and Parental Learning Allowance.

If eligible, you will have access to a student loan in addition to the NHS Wales Bursary (subject to Student Loans Company regulations). The amount of loan you are entitled to depends on if you are a Welsh Domiciled student or from outside of Wales. Please see further information relating to the NHS Wales Bursary: [NHS Wales Bursary - HEIW](#)

2. For those who do not wish to apply for the bursary other student finance can be applied for:
 - Welsh-domiciled students will have access to the standard **student support package** available from [Student Finance Wales](#) if they have **not** already had a student loan for a previous degree programme. This may include tuition fees, living costs and student loans.
 - Non-Welsh domiciled applicants may secure **funding from an alternative source**. This may include finance and loans from the relevant Student Finance funding body in their home country and again may include tuition fees, living costs and student loans.
3. Applicants can instead self-finance their place on the programme.
4. Applicants already employed in NHS Wales may also have access to these or other degree programmes, dependent on their employment responsibilities and the needs of the service:
 - Details are described below of NHS Wales employee degree programmes in Audiology, Clinical Engineering and Pathology.
 - Where there is not an NHS Wales employee degree programme described below, employees should speak to their employer about possible funding arrangements.

It should be noted that, when applying for healthcare science roles in NHS Wales on completion of these degree programmes, the funding approach (bursary, other student finance, self-funded, or employer-funded) are **not** taken into account and are **not** part of that application.

Roles are open equally to all that have completed these programmes, alongside those that have trained elsewhere or have completed other professional training routes. The experience, skills and understanding that you gain through the universities and placements in NHS Wales are what will set you apart on application, not the funding arrangement accessed.

NHS Wales Employee Healthcare Science Degree Programmes

NHS Wales employees who have completed the profession-specific Level 4 in Audiology, Clinical Engineering, or Pathology have available a degree programme that enables completion of Levels 5 and 6 and attainment of professional registration within three years.

There are circumstances in which other prior training routes may be considered for entry also, such as via recognition of prior learning or completion of an additional portfolio. For information about entry requirements, please contact the relevant HEI.

These programmes can only be accessed by current employees within NHS Wales from relevant disciplines where:

- funding has been made available by Welsh Government through the annual education and training plan,
- the employee meets the relevant entry criteria,
- **and** on agreement of support from their line manager.

The available programmes in Wales are:

Swansea University

[BSc – Part time Audiology](#)

[BSc – Part time Clinical Engineering](#) (Rehabilitation and Medical Engineering)

Cardiff Met University

[BSc - Part time Pathology](#)

Expectations for employees and their employer are as follows.

For the Pathology programme:

- The employee is to spend the agreed number of hours per week completing the programme, with the remainder of their weekly contracted hours spent fulfilling their role in their substantive employment.
- This is set at 1 day a week, averaged across the year, with the HEI or training away from their usual role, plus an additional 0.5 days a week, averaged across the year, away from the workplace for assignment completion and study leave.
- Training will also be undertaken as part of their substantive role where this does not require working in a different area of the department or different service.
- Where the substantive role or local service arrangement is such that training requires alternative placement/s in different area/s of the department or different service/s or

different health board/s, it is expected that the employee will complete this training away from their usual role (this applies to the Pathology programme only, due to the breadth of the Biomedical Scientist registration portfolio). This is set at a maximum additional 1 day a week, averaged across the year.

- Self-study is expected to be completed outside of working hours, as is consistent with any training that is undertaken whilst in employment.

For the Audiology and Clinical Engineering courses:

- The employee is to spend the agreed number of hours per week completing the programme, with the remainder of their weekly contracted hours spent fulfilling their role in their substantive employment.
- This is set at 1 day a week, averaged across the year, with the HEI or training away from their usual role, plus an additional 0.5 days a week, averaged across the year, away from the workplace for assignment completion and study leave.
- Training will also be undertaken as part of their substantive role.
- Self-study is expected to be completed outside of working hours, as is consistent with any training that is undertaken whilst in employment.

Funding

In recognition of the training being undertaken by those in employment in these services, the funding arrangements are in place to enable employers to claim salary backfill funding as described below.

All candidates for these 3 programmes are NHS employees. The number of commissioned places funded each year is determined by Welsh Government funding agreed annually following the publication of the Education and Training plan. This plan is developed in collaboration with employers on an annual basis.

It is the responsibility of each employing organisation to determine which employees are appropriate to be supported to apply for the programme that year.

All tuition fees are paid by HEIW, in addition to a salary backfill (see below) enabling the employee to progress their studies on a part time basis whilst maintaining their contract of employment with the NHS. Once support from their manager is confirmed, employees are required to apply for a place on the programme directly through the HEI recruitment process. If the HEI confirms that they are successful in their application and are offered a place, confirmation of that support from their line manager will need to be provided to agree that their funding can be supported. Once all confirmations are in place, line managers must email

HEIW.FinanceTeam@wales.nhs.uk with the names of those members of staff who have been allocated funding.

Funding arrangements for the part-time programmes are as follows:

- Tuition fees paid by HEIW
- Applicants who take up a training place on a part-time degree programme **will remain employed with their current employer** for the duration of the course.
- The employer will continue to pay the employee their current substantive salary for the duration of the course. The employee will continue to pay their usual deductions from their salary, such as pension contributions, tax, and National Insurance contributions.
- HEIW will pay salary backfill to employers up to midpoint of AfC band 4 for 1 day a week, averaged across the year to provide support.
- In addition, the employer will be required to provide the student with 0.5 days a week away from the workplace for assignment completion and study leave.
- Pathology Programme only: If an alternative placement is required for employees who are unable to complete their competencies in their working environment, HEIW will also pay backfill costs to the employer to facilitate the release of staff up to midpoint of a AfC band 4 for up to 1 day a week, averaged across the year. This includes training that is undertaken via placement in a different area of the department, in a different service, or in a different NHS Wales health board or trust.
- HEIW will fund reimbursement for travel costs in respect of travelling to alternative placements/higher education institution within Wales that **exceeds** the daily cost of travel between their **home and work base**. No reimbursement of expenses should be made to any student undertaking, on request, a placement outside Wales.
- NHS Wales employees will be required to have an e-expenses account to claim reimbursement of travel expenses from their employer. The employer is responsible for invoicing HEIW for these costs claimed.
- Employers should submit Invoices to HEIW on a monthly basis detailing the breakdown of those costs in respect of:
 - a. Employee salary backfill costs plus employer on-costs for the duration of the course (excluding overtime and any enhancements).
 - b. The cost of travel to the student from travelling to and from their higher education institution (and alternative placements where this applies – Pathology Programme only) that **exceeds** the daily cost of travel between their **home and work base**.
 - c. Reimbursed authorised mileage rates are benchmarked against the NHS Employers Mileage allowances: Reserve rate ([previously known as public](#)

[transport rate](#))

- d. The line manager at the NHS Wales health board or trust should ensure all travel claims for travelling to and from their higher education institution are verified with the HEI before these are approved for payment.
- e. Please see Appendix A - Flowchart for the reimbursement of alternative placement expenses.
- f. NHS lease car payments will not be reimbursed by HEIW.

Employees may claim back the cost of car parking and tunnel/bridge tolls if, combined with their mileage, this makes the daily cost exceed the usual daily cost to their 'base'. Where this is the case, employees can make a claim for the difference. Receipts (electronic or paper) must be supplied by the student to claim these costs. Car parking and toll costs cannot be reimbursed where mileage is not being claimed.

- Invoices from employers should be labelled for the attention of HEIW and submitted to HEIW via HEIW.FinanceTeam@wales.nhs.uk
- Employees on these 3 programmes are **not** eligible to apply for the NHS Wales bursary scheme.

Annual Leave

Annual leave entitlement for NHS Employees in receipt of salary backfill should be maintained at their contractual entitlement, recognising there has been no change to an individual's T&C's agreed through this route of education and thus their employment contract remains extant for this period.

Programme specific term dates can be supplied to employers on request to education providers.

Maternity/paternity Leave

HEIW will not reimburse employer's costs arising from a student's absence from training due to maternity leave.

The HEI and NHS health board or trust must contact HEIW when the student returns to their training to recommence backfill contributions.

Sick Leave

HEIW will not reimburse employer's costs arising from a student's absence from training due to extended long term sick leave.

The HEI and NHS health board or trust must contact HEIW when the student returns to their programme of study to recommence backfill contributions.

Information for all Pre-registration Healthcare Science Programmes

Entry requirements

The programmes are available for applicants that meet the HEI's eligibility criteria to apply. Entry requirements and relevant contact email addresses can be accessed from the HEI's individual web sites.

Maternity/Paternity Adoption Leave

Students should adhere to their employer's/HEI's Maternity, Adoption, Paternity and Parental Leave policies.

Where a student needs the length of their training to be extended due to maternity leave, the HEI should formally request additional funding from HEIW by completing the online change request form.

Sickness Leave

Students should adhere to their employer's/HEI's Sickness Leave policy. Where a student needs the length of their training to be extended due to Sickness, the HEI should formally request additional funding from HEIW by completing the relevant change request form.

If you have any queries or need further explanation, then please email:
HEIW.FinanceTeam@wales.nhs.uk / HEIW.EdCommissioning@wales.nhs.uk

Appendix A employee route

Flowchart for the reimbursement of placement expenses for students funded via the

