The JCCP Education and Training Providers Register
Application Form

September 2018

Introduction

The JCCP recognises the critical importance of having a proficient workforce to assure public safety when seeking non-surgical cosmetic interventions and hair restoration surgery.

The JCCP Education and Training Provider Register Committee has been developed and seeks to set the standards for courses and programmes to be approved by the JCCP as meeting the required standards to enable those who have undertaken such courses to enter the JCCP Practitioner Register.

This Application Form is to be completed in conjunction with **the JCCP (2018)** *Education and Training Providers Standards* **and the JCCP (2018)** *Competency Framework.* Both are available via the JCCP website.

Company Name	
Course Provider	
Course Name	
Course Level	
Main Contact	
Telephone number	
Email address	

Standard **Use the standards document to provide the level of detail required to demonstrate that the standard has been met**	**Evidence** (If contained in a validation document or specification for a qualification, then please provide that document and explain clearly where in the relevant documentation the information may be found. Alternatively you may cut and paste relevant information into the boxes below, providing relevant web links or supplementary information when requested in the final column)	**Web links or further documentation**
1.1 The education provider should demonstrate possession of sufficient capacity/infrastructure to offer high quality programmes of study that enables the development of occupational competence and proficiency in sector relevant courses in non-surgical cosmetic practice and hair restoration surgery.		

If partnership arrangements exist to deliver the course/programme, explain who has accountability for quality assurance.		
1.2. The quality of education and training provision should be assured through relevant accreditation Who provides academic accreditation, at what level and credit?		
1.3 The course, programme or qualification is at the correct academic level(s) for that modality Specify the level of the course		
1.4 Admission criteria to course is specified and appropriate Provide the admission criteria and explain how applications are assessed for suitability & any checking processes in place.		
1.5 The principles of academic progression apply to admission criteria & progression within the programme Provide information on the pre- requite qualification/level for students to enter the course/programme/qualification and how this is assured.		
2.1 The course is clearly aligned to the JCCP/CPSA standards and competency framework		

• You should provide your competency assessment documentation and explicitly map them to the JCCP core and modality specific competencies Make clear where in the course/programme students are made aware of relevant CPSA standards and code of practice and supervisory requirements and how they influence your course provision.		
2.2 The course is clearly explained in terms of what the learner will achieve upon successful completion Explain the aims, learning outcomes, teaching & learning and assessment approach of your course/ programme including direct contact and e learning hours Explain the exit points for students and the title, standard and level of award on successful completion. Provide a web link to the marketing material for the course. The marketing material must adhere to ethical marketing standards espoused by the ASA and Industry Sector Skills guidance		
2.3 There is clear information on the costs of the course Explain the course costs including any additional payments required for registration, assessment etc.		

RPL costs should be specifically stated Outline potential funding sources where available		
2.4 There is clear information on the level and amount of accreditation attached to the course Explain the name of the qualification, the level/s and amount of credit awarded for the course/ programme offered.		
2.5 Evidence of which organisation has provided accreditation should be explicit Provide documentation providing confirmation that accreditation has been granted, by which organisation, for which specific courses/ programmes Any conditions attached to accreditation must be made explicit supported by a statement of what has been done in response to those conditions, and the review or re-accreditation date specified.		
2.6 There is the opportunity for recognition of prior learning (RPL) within the course or programme Provide the policy and process for RPL, including the amount permitted within any course/ programme		

3.1 Education & Training providers have relevant knowledge and proficiency to provide courses to the required JCCP / CPSA standard in Non-Surgical Cosmetic interventions and hair restoration surgery–both core and modality specific Provide a list and summary of the qualifications & experience of all staff contributing to academic and competency development and assessment and specify their role and involvement • Teachers • Practice educators /supervisors /demonstrators • Assessors of knowledge • Assessors of proficiency • Verifiers (where applicable)		
3.2 Quality assurance of partnership arrangements for delivery of courses/programmes Explain how partnerships are managed and accountability for quality assurance		
3.3 Where technology enabled learning is used, systems must be robust with appropriate data protection and technical support and administrative /		

technical support made available to learners Explain what support is available to students and response times to IT problems		
3.4 Quality of the learning environment should be assured Explain how practice learning environments are prepared and quality assured		
4.1 The assessment strategy, is valid, fair and reliable, and includes assessment of knowledge, values and competency / proficiency. Explain the assessment strategy and how each aspect is assessed Explain the quality assurance of the assessment process in place		
4.2 Learners undergo summative assessment against predetermined standards based upon the JCCP competency framework and required educational level. Student assessment should include reviews by clients/patients' feedback on their experience of interventions delivered by learners		

Map the summative assessment strategy for the course/ programme to the standards		
4.3 The process for managing student / learners who are unsuccessful is explicit and protects the public Explain how students who are unsuccessful are managed in terms of resubmission attempts and process for students who fail		
5.1 Data on the effectiveness of the course / programme should be evaluated and reported Provide data on recruitment, attrition and completion rates Provide pass rates and statistics on level of awards		
5.2 A process exists to evaluate student / learner learning and feedback on the student / learner experience with evidence to show how this informs the quality of teaching & learning Provide information on the process used to evaluate the course/programme Provide information on student feedback and actions taken in response to feedback		
5.3 Academic progression		

| Explain what students are required to achieve to progress to a further award where applicable. | | |