



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

SUMMARY ACCREDITATION REPORT

CARITAS INSTITUTE OF HIGHER EDUCATION

LEARNING PROGRAMME ACCREDITATION

HIGHER DIPLOMA IN ENROLLED NURSING (GENERAL)

SEPTEMBER 2020

1. Terms of Reference

1.1 Based on the Service Agreement (No.: AA641), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap. 592), was commissioned by Caritas Institute of Higher Education (the Operator) to conduct a Learning Programme Accreditation exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in the AAVQO to determine whether the Higher Diploma in Enrolled Nursing (General) programme of the Operator meets the stated objectives and QF standard and can be offered as an accredited programme; and
- (b) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ.

2. HKCAAVQ'S Determination

2.1 HKCAAVQ has determined that, subject to the fulfilment of the restriction below, the Higher Diploma in Enrolled Nursing (General) programme (HDEN programme) meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period of three years.

2.2 Validity Period

2.2.1 The validity period will commence on the date specified below. Operators may apply to HKCAAVQ to vary the commencement date of the validity period. Applications will be considered on a case-by-case basis.

2.3 The determinations on the Programme are specified as follows:

Name of Operator(s) 營辦者名稱	Caritas Institute of Higher Education 明愛專上學院
Name of Award Granting Body 資歷頒授者名稱	Caritas Institute of Higher Education 明愛專上學院
Title of Learning Programme 進修課程名稱	Higher Diploma in Enrolled Nursing (General) 普通科護理學高級文憑
Title of Qualification(s) [Exit Award(s)] 資歷名稱 (結業資歷)	Higher Diploma in Enrolled Nursing (General) 普通科護理學高級文憑
Primary Area of Study and Training 主要學習及培訓範疇	Medicine, Dentistry and Health Sciences
Sub-area (Primary Area of Study and Training) 子範疇 (主要學習及培訓範疇)	Nursing
Other Area of Study and Training 其他學習及培訓範疇	Not applicable
Sub-area (Other Area of Study and Training) 子範疇 (其他學習及培訓範疇)	Not applicable
QF Level 資歷架構級別	Level 4
QF Credits 資歷學分	497
Mode(s) of Delivery and Programme Length 授課模式及修讀期	Full Time, 2 years
Start Date of Validity Period 有效期的開始日期	1 September 2021
End Date of Validity Period 有效期的終止日期	31 August 2024
Number of Enrolment(s) 招收學員次數	One enrolment per year
Maximum Number of New Students 新學員人數上限	50 per year

Specification of Competency Standards-based Programme 「能力標準說明」為本課程	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> 是 <input checked="" type="checkbox"/> 否
Address of Teaching / Training Venue(s) 授課地址	2 Chui Ling Lane, Tseung Kwan O, New Territories 新界將軍澳翠嶺里 2 號

2.4 Restriction

- 2.4.1 The Operator is to ensure that the professional recognition of the Higher Diploma in Enrolled Nursing (General) programme by the Nursing Council of Hong Kong is successfully attained before the student enrolment of the 2021/22 academic year.
- 2.4.2 The Operator is to submit relevant evidence to HKCAAVQ on the fulfilment of the restriction before enrolling any students for the 2021/22 academic year.

2.5 Recommendations

HKCAAVQ also offers the following recommendations for continuous improvement of the HDEN Programme.

- 2.5.1 The Panel recommended that the Operator should review and revise the course syllabuses for the whole HDEN Programme – to ensure students have sufficient and comprehensive information on how each topic to be covered and assessment methods to be used in each course are constructively aligned with the Course Intended Learning Outcomes (CILOs).
- 2.5.2 The Panel recommended that the Operator should review the mapping of “*Professional Nursing Practice I and II*” to Programme Intended Learning Outcomes (PILOs) to ensure that these two courses can reflect the concepts of "collaboration" and "effective communication" stated in the PILOs.
- 2.5.3 The Panel recommended that the Operator should a) review and revise the course outlines of three core generic courses: “*Chinese Communication*”, “*Use of English*” and “*Social Ethics*”, so as to ensure that the content, particularly the CILOs and topics to be covered, are constructively aligned with the PILOs of the HDEN programme; and b) revise the course duration of “*Social Ethics*” so

that it can align with the course outline and course delivery schedule.

- 2.5.4 The Panel recommended that the Operator should regularly review the guiding principles for the development of formative and summative assessments, and revise the assessment scheme and weighting of the HDEN programme to ensure that students' learning experience can continuously be optimized and monitored throughout the course and comprehensively evaluated at the end of the course; and their effort in fulfilling these assessments can be appropriately credited against the assessment criteria and grading system.
 - 2.5.5 The Panel recommended that the Operator should review and revise the current mechanism of assessment load assigned for each course to ensure that the mechanism is balanced across the courses of different amount of credit-bearing.
 - 2.5.6 The Panel recommended that the Operator should develop comprehensive assessment rubrics for the whole programme in such a way that each course will have its own rubric for each assessment to quantify the students' performance, so that students can understand how their efforts in fulfilling each assessment is credited in the assessment scheme.
 - 2.5.7 The Panel recommended that, in the Student Handbook, the Operator should provide additional programme specific information, including but not limited to POs, PILOs, CILOs, and the assessment scheme and weighting of the HDEN programme, to its respective HDEN students.
- 2.6 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

3. Introduction

3.1 Caritas Institute of Higher Education (CIHE/ the “Operator”), formerly known as Caritas Francis Hsu College (CFHC), commenced operations in 1985 and was approved to provide post-secondary education in 1990. CFHC was registered as a post-secondary college under the Post Secondary Colleges Ordinance (Cap. 320) in 2001 after a successful Institutional Review by the then HKCAA for the conferment of sub-degree programmes leading to sub-degree awards. CFHC underwent another Institute Review conducted by HKCAAVQ in October 2010 and acquired the accreditation status for offering degree-level programmes. Renamed as CIHE from May 2011, the Operator obtained a government land grant and the new campus in Tseung Kwan O came into full operation in 2017/18. In 2010, CIHE underwent its second Institutional Review and acquired the accreditation status for offering degree-level programmes. CIHE’s first bachelor’s degree programme at QF Level 5 was launched in 2011.

3.2 CIHE currently has the following HKCAAVQ-accredited programmes listed on the Hong Kong Qualifications Register (QR):

	Programme	QF Level
(a)	Bachelor of Arts (Honours) in Language and Liberal Studies	5
(b)	Bachelor of Business Administration (Honours)	
(c)	Bachelor of Health Sciences (Honours)	
(d)	Bachelor of Nursing (Honours)	
(e)	Bachelor of Social Sciences (Honours)	
(f)	Bachelor of Social Work (Honours)	
(g)	Bachelor of Science (Honours) in Physiotherapy	
(h)	Bachelor of Science (Honours) in Digital Entertainment Technology	
(i)	Bachelor of Education (Honours) in Early Childhood Education	
(j)	Bachelor of Arts (Honours) in Translation Technology	
(k)	Bachelor of Science (Honours) in Artificial Intelligence	
(l)	Bachelor of Entrepreneurial Management (Honours) in Design Business	

(m)	Higher Diploma in Early Childhood Education	4
(n)	Higher Diploma in Social Work	

- 3.3 Within the Operator, the host academic unit of the Higher Diploma in Enrolled Nursing (General) (HDEN) programme is the School of Health Sciences (HS). The School of Health Sciences was established in 2010. It is now offering three academic programmes: 1) Bachelor of Nursing (Honours), which is for training registered nurses of Hong Kong, 2) Bachelor of Health Sciences (Honours), which is a part-time top-up programme for students working in the healthcare field and seeking to be promoted to frontline management, and 3) Bachelor of Science (Honours) in Physiotherapy, which is for training physiotherapists of Hong Kong.
- 3.4 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit was conducted on 6-7 August 2020.

4. Programmes Details

The following programme information is provided by the operator.

- 4.1 Programme Objectives
- (a) Equip the students with the fundamental knowledge and skills required for the delivery of nursing care to meet the statutory requirements to enrol with the Nursing Council of Hong Kong (NCHK) as an Enrolled Nurse (EN);
 - (b) Develop the students' communication and interpersonal skills to facilitate them in their collaboration with other professionals and their patients; and
 - (c) Provide students with learning opportunities to facilitate their development into enrolled nurses who care for their patients and serve others in an ethical, safe and effective manner.

4.2 The Programme Intended Learning Outcomes (PILOs) of the HDEN programme are as follows:

Upon completion of the HDEN programme, students should be able to:

- (a) Uphold the professional, legal and ethical standards of nursing practice in the provision of nursing care;
- (b) Apply the acquired, evidence-based knowledge and skills in providing safe, quality, effective, patient-centred nursing care in various healthcare settings;
- (c) Possess attributes to facilitate personal lifelong and professional development;
- (d) Collaborate with the other health care team members in restoring, maintaining and promoting health; and
- (e) Communicate effectively with individuals, families and the community in the delivery of nursing care.

4.3 Programme Structure

Component	Number of courses	Number of credits	Number of QF credits	Number of Contact hours
Nursing Specialty	13	51(57%)	230 (46%)	765 (31.2%)
Clinical Practicum	3	33 (37%)	240 (48%)	1600 (65.2%)
General Education	2	2 (2%)	9 (2%)	30 (1.2%)
Language and Communication	2	4 (4%)	18 (4%)	60 (2.4%)
Total	20	90 (100%)	497 (100%)	2455 (100%)

4.4 Graduation Requirements

The graduation requirements of the HDEN programme are as follows:

A student must have:

- (a) Gained not less than 90 credits and 497 QF credits of courses in accordance with the regulation and the syllabuses;
- (b) Obtained an aggregate Grade Point Average (GPA) of at least 2.0 in the HDEN programme; and
- (c) Completed two non-credit bearing courses: Nursing Services with Love (for EN) and College Life and You.

4.5 Admission Requirements

The Operator has stipulated the following qualifications as the minimum admission requirements:

- (a) Have obtained Level 2 or above in five subjects, including Chinese Language and English Language, Mathematics and any two other subjects in Categories A and B in the Hong Kong Diploma of Secondary Education (HKDSE) Examination; OR
- (b) Have obtained Grade E or above in one Advanced Level subjects/ two Advanced Supplementary Level subjects in the Hong Kong Advanced Level Examination (HKALE) plus five passes in the Hong Kong Certificate of Education Examination (HKCEE) including Chinese Language and including Chinese Language and English Language; OR
- (c) Have graduated from the Diploma Yi Jin and have successfully completed the Math Plus elective course; OR
- (d) Have reached the age of at least 21 on 1 September of the year of admission and have met the Minimum Entry Requirements for Training of Enrolled Nurses as stipulated by the Nursing Council of Hong Kong; OR.
- (e) Have obtained an equivalent qualification.

**For details of Categories A and B subjects, please refer to the “Introduction of Hong Kong Diploma of Secondary Education Examination (June 2020)” available on the website of the Hong Kong Examinations and Assessment Authority at <http://www.hkeaa.edu.hk/en/resources/leaflets/leaflets.html>. For Category B – Applied Learning Subjects, students awarded “Attained” results will be considered by the Education Bureau as having acquired the competencies as those at Hong Kong Diploma of Secondary Education Level 2 for the purposes of further studies and work.*

4.6 Teaching and Learning Activities

For the HDEN programme, English is the primary medium of instruction (MOI), which will be supplemented with Chinese in tutorial discussion and workshop skill training, except for courses like Chinese communication and Social Ethics, which have Chinese as the MOI.

The HDEN programme employs a variety of learning and teaching methods, such as lecture, tutorial, workshop, laboratory, case-based learning, web-based teaching and learning, use of authentic materials and fieldwork/ visit/ field visit.

4.7 Learner Support Services

Clinical practicum is a significant component of the HDEN programme. This comprises three courses (namely Clinical Practicum I to III) for a total of 33 (out of 90) credits in the HDEN programme. Students will be required to conduct around 1,600 hours of clinical practicum in medical and surgical units to practice their nursing skills and will experience night duties. Clinical Practicum is designed to facilitate students’ integration and application of nursing knowledge and skills in real and practical situations. Post clinical conferences will be conducted regularly as in Clinical Practicum I, to debrief students’ learning progress and evaluate their competences and learning objectives. Students will be provided with guidance and supervision from either the liaison nurses, clinical teachers (who are staff members of the Operator) or the clinical mentors (who are staff members of the partner clinical units/ institutions). Their roles and responsibilities are laid down in the Clinical Practicum Handbook.

4.8 Graduate Profile

- Please refer to Appendix.

5. Important Information Regarding this Accreditation Report

5.1 Variation and withdrawal of this Accreditation Report

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.
- 5.1.4 The accreditation status of Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap. 592A (<http://www.legislation.gov.hk>) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at <http://www.hkqf.gov.hk>.

5.3 Qualifications Register

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <http://www.hkqr.gov.hk> for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

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Graduate Profile of the HDEN Programme

Qualification Title	Higher Diploma in Enrolled Nursing (General) 普通科護理學高級文憑
Qualification Type	Higher Diploma
QF Level	4
Primary Area of Study/ Training	A11 Medicine, Dentistry and Health Sciences
Sub-area	Nursing
Programme Objectives	<ol style="list-style-type: none">1. Equip the students with the fundamental knowledge and skills required for the delivery of nursing care to meet the statutory requirements to enrol with the Nursing Council of Hong Kong (NCHK) as an Enrolled Nurse (EN);2. Develop the students' communication and interpersonal skills to facilitate them in their collaboration with other professionals and their patients; and3. Provide students with learning opportunities to facilitate their development into enrolled nurses
Programme Intended Learning Outcomes	<p>Upon completion of the HDEN programme, graduates will be able to:</p> <ol style="list-style-type: none">(a) Uphold the professional, legal and ethical standards of nursing practice in the provision of nursing care;(b) Apply the acquired, evidence-based knowledge and skills in providing safe, quality, effective, patient-centred nursing care in various healthcare settings;(c) Possess attributes to facilitate personal lifelong and professional development;(d) Collaborate with the other health care team members in restoring, maintaining and promoting health; and(e) Communicate effectively with individuals, families and the community in the delivery of nursing care.

Education Pathways	Relevant Bachelor's Degree programmes that are pitched at Level 5 of the Qualifications Framework (QF)
Employment Pathways	Enrolled Nurse
Minimum Admission Requirements	<ol style="list-style-type: none"> 1. Have obtained Level 2 or above in five subjects, including Chinese Language and English Language, Mathematics and any two other subjects in Categories A and B* in the Hong Kong Diploma of Secondary Education (HKDSE) Examination; OR 2. Have obtained Grade E or above in one AL / two ASL subjects in the Hong Kong Advanced Level Examination (HKALE) plus five passes in the Hong Kong Certificate of Education Examination (HKCEE) including Chinese Language and English Language; OR 3. Have graduated from the Diploma Yi Jin and have successfully completed the Math Plus elective course; OR 4. Have reached the age of at least 21 on 1 September of the year of admission and have met the Minimum Entry Requirements for Training of Enrolled Nurses as stipulated by the Nursing Council of Hong Kong; OR 5. Have obtained an equivalent qualification. <p><i>*For details of Categories A and B subjects, please refer to the "Introduction of Hong Kong Diploma of Secondary Education Examination (June 2020)" available on the website of the Hong Kong Examinations and Assessment Authority at http://www.hkeaa.edu.hk/en/Resources/leaflets. For Category B – Applied Learning Subjects, students awarded "Attained" results will be considered by the Education Bureau as having acquired the competencies as those at Hong Kong Diploma of Secondary Education Level 2 for the purposes.</i></p>
Operator	Caritas Institute of Higher Education 明愛專上學院