

Procedure on Public Information and Communication

Policy Procedure Protocol Guideline

Office of the Nursing and Midwifery Services Director (ONMSD): Consortium of Centres of Nursing and Midwifery Education (CCNME)

Title of PPPG Development Group:	Consortium of Centres of Nursing and Midwifery Education (CCNME)		
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1.0 Purpose

The purpose of this procedure is to ensure that information regarding QQI validated programmes provided by CCNME is clear, accurate, objective and readily accessible.

2.0 Procedure

2.1 Public Information

2.1.1 The CCNME publishes its Quality Assurance Standards and associated information and communication on the online platform.

2.2 Programme Information for Prospective Applicants/Learner

2.2.1 The CCNME publishes all relevant QQI validated programmes and award information on the online platform.

2.2.2 All relevant programme and award information is made available to prospective and current learners including the following:

2.2.2.1 The name of the awarding body;

2.2.2.2 The title of the award; including the award type and National Framework of Qualifications (NFQ) level;

2.2.2.3 Details pertaining to:

2.2.2.3.1 Access, transfer and progression;

2.2.2.3.2 Protection of enrolled learner (PEL) arrangements in place, should PEL be a requirement;

2.2.2.3.3 Reasonable accommodation.

2.2.3 All information and communication is current, accurate and readily accessible.

2.2.4 Contact details is identified for further information relating to each programme of education.

2.2.5 Responses to all enquiries is conducted in a timely manner.

2.2.6 Programme information and communication is accessible on the online platform.

2.3 Publication of Quality Assurance Evaluation Reports

2.3.1 As soon as practicable, the CCNME will publish key findings of the quality assurance evaluation outcomes in a report that is easily accessible and available on the online platform.

2.3.2 Reports to be published by the CCNME include the following;

2.3.2.1 Five yearly Programme Monitoring, Review and Evaluation Reports;

2.3.2.2 Annual Quality Report.

3.0 Document Control

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Supporting Documentation	<ul style="list-style-type: none"> • <i>Data Protection Act 2018</i>. No. 7/2018 [online]. Available from: https://www.irishstatutebook.ie/eli/2018/act/7/enacted/en/html [accessed 31 January 2022]. • Data Protection Commission. (2018). <i>Data Protection Legislation</i> [online]. Available from: https://www.dataprotection.ie/en/who-we-are/data-protection-legislation [accessed 23 January 2022]. • European Association for Quality Assurance in Higher Education (ENQA). (2015). <i>Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)</i> [online]. Available from: https://www.engaq.eu/wp-content/uploads/2015/11/ESG_2015.pdf [accessed 23 January 2022]. • <i>Freedom of Information Act 2014</i>. No. 30/2014 [online]. Available from: https://www.irishstatutebook.ie/eli/2014/act/30/enacted/en/html [accessed 31 January 2022]. • <i>Qualifications and Quality Assurance (Education and Training) Act 2012</i>. No. 28/2012, s.57 [online]. Available from: https://www.irishstatutebook.ie/eli/2012/act/28/enacted/en/html [accessed 31 January 2022]. • Quality and Qualifications Ireland (QQI). (2016). <i>Core Statutory Quality Assurance Guidelines developed by QQI for use by all Providers</i> [online]. Available from: https://www.qqi.ie/sites/default/files/media/file-uploads/Core%20Statutory%20Quality%20Assurance%20Guidelines.pdf [accessed 30 January 2022].
Related Policies & Procedures	<ul style="list-style-type: none"> • Policy on Public Information and Communication [PDF, 3 Pages]