

MSc Adult Nursing and MSc Mental Health Nursing

Entry Portfolio Guide

Assessment of your entry portfolio

You are required to submit a portfolio in order to meet the entry to the MSc Adult Nursing / MSc Mental Health Nursing programmes. Your portfolio will be assessed by the Programme Leader or a delegate who will decide whether or not it satisfies the requirements to entry/ start the course.

A link to the portfolio template can be found on page two of this guide. **Please note**; if your portfolio does not sufficiently evidence all the entry requirements, your application may be unsuccessful.

If the Programme Leader feels minor amendments are required, your portfolio will be returned to you with feedback advising on the changes required. If your changes do not meet the expected standard, your application may be unsuccessful as applicants will normally only be given one opportunity for resubmission. Satisfactory portfolios are managed through the university's Recognition of Prior Learning process so that the hours of theory and practice evidenced can be formally recognised. The portfolios are also available for audit by the Nursing & Midwifery Council(NMC).

The portfolio is designed for you to demonstrate:

1. Experience of practice in a healthcare role (a minimum of 720 hours completed within the two years prior to the course start date*)
2. Prior learning equivalent to key learning outcomes from year one of the BSc (Hons) Adult Nursing/Mental Health Nursing programme.

*Evidence of recent practice must be provided by successful applicants in order to progress onto the course. If experience has been gained within the two years of the course intake, but a year or more before the start date then an employee reference that confirms recent practice would also be required by the July of the year you are joining BU. Deferred applicants will also need to provide an updated reference by their employer in the July before they join the course to evidence recent practice.

1. Experience of practice in a health care role

In order to comply with NMC standards, applicants require a minimum of 720 hours prior experience of healthcare*.

Examples of healthcare experience include:

- Working as a healthcare assistant or activity coordinator in a nursing home, hospital, or similar setting
- Other support worker roles in health or social care, for example, operating department assistant, physiotherapy assistant
- Working as any registered healthcare professional
- Alternative experience will be considered on an individual basis

This practice experience is arranged by the applicant; it is equivalent to 4- 5 months of full-time work but may be achieved through part-time work over a longer period of time. This would normally be through paid employment, allowing applicants to gain care experience with a range of patients, clients,

or service users. It may be possible for some applicants to gain the required experiences in a voluntary capacity. Caring experiences with family members or with a single client would not normally be considered as providing adequate evidence of care experience. This health care practice experience should normally have been carried out within one year of the date of application to the programme.

Healthcare practice experience

You will be required to provide details of your relevant experience. This should quantify the hours spent in practice (a minimum of 720 hours is required by the commencement of the programme) and demonstrate that the knowledge and skills you have gained during your experience of care are relevant to the nursing programme and the field of nursing practice you have applied for.

You must be able to describe your experience in detail and reflect on what you have learnt, making use of the principles that underpin the Nursing & Midwifery Council (NMC) Code - prioritise people; practice effectively; preserve safety and promote professionalism and trust (NMC 2018).

Verification of hours

The verification of hours must be from a manager or employer and must confirm the number of hours worked and activities carried out as part of your normal duties. Entry to the programme is subject to satisfactory verification of hours. The practice hours evidenced will contribute to the 2,300 practice hours that need to have been accrued by the end of the MSc programme in order to meet the requirements of the NMC and register as an adult nurse or mental health nurse. Please note that you must include a reference that verifies your hours within the portfolio document.

Successful completion of part 1 of the entry portfolio will entitle you to recognition of prior learning (RPL) for the Online Practice Assessment Learning portfolio (OPAL) Part 1.

2. Prior learning equivalent to key learning outcomes from year one of the BSc (Hons) Adult Nursing / BSc (Hons) Mental Health Nursing

The portfolio of prior learning will require applicants to summarise their prior experience, and to place it in context by reflecting on the knowledge and skills of academic study gained during their (first) degree, as well as during the clinical practice experience undertaken prior to entering the programme.

The portfolio is designed to demonstrate prior academic learning equivalent to identified key learning outcomes from year one of the approved nursing programme. This requires your work to be written to a good academic standard and supported appropriately by references as would be expected at degree level study. Your portfolio must be written (typed) and completed by you as you will be required to verify it is your own work. Please do not copy and paste information into your portfolio from websites, journals, books or other sources. Instead, please write in your own words and reference any literature you are using to support your responses in Part 2.

[Please click here to access the entry portfolio for the MSc Adult Nursing or Mental Health Nursing programme](#)

[Please click here to see the marksheet/checklist and academic writing criteria used for assessing your portfolio](#) this includes marking criteria on page 4 and a quick guide to referencing on page 6.

Please provide your completed portfolio and reference within 21 days of receiving our request. If this information has not been received within 21 days, your application may be withdrawn.

Unsuccessful applicants may be eligible to be considered for the BSc (Hons) Adult Nursing or BSc (Hons) Mental Health Nursing programmes.