



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

SUMMARY ACCREDITATION REPORT

SAINT FRANCIS UNIVERSITY

LEARNING PROGRAMME RE-ACCREDITATION

HIGHER DIPLOMA IN ENROLLED NURSING (GENERAL)

MARCH 2024

1. Terms of Reference

1.1 Based on the Service Agreement (No.: AA947), 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 (AAVQO) (Cap. 592), was commissioned by Saint Francis University to conduct a Learning Programme Re-accreditation 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) of Saint Francis University (SFU or the Operator) meets the stated objectives and QF standards and can continue to 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 compliance with the restriction set out below, the Higher Diploma in Enrolled Nursing (General) (HDEN or the Programme) meets the stated objectives and QF standards at Level 4, and can continue to 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 HDEN are specified as follows:

Name of Operator	Saint Francis University 聖方濟各大學
Name of Award Granting Body	Saint Francis University 聖方濟各大學
Title of Learning Programme	Higher Diploma in Enrolled Nursing (General) 普通科護理學高級文憑
Title of Qualification (Exit Award)	Higher Diploma in Enrolled Nursing (General) 普通科護理學高級文憑
Primary Area of Study and Training	Medicine, Dentistry and Health Sciences
Sub-area (Primary Area of Study and Training)	Nursing
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 4
QF Credits	497
Mode of Delivery and Programme Length	Full-time, 2 years
Start Date of Validity Period	1 September 2024
End Date of Validity Period	31 August 2027
Number of Enrolment	One enrolment per year
Maximum Number of New Students	50 per year
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

of Generic (Foundation) Competencies-based Programme	
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address of Teaching/ Training Venue(s)	2 Chui Ling Lane, Tseung Kwan O. New Territories 新界將軍澳翠嶺里 2 號

*Caritas Institute of Higher Education (明愛專上學院) is approved to change its English and Chinese names to Saint Francis University (聖方濟各大學) respectively with effect from 9 January 2024.

2.4 Restriction

- 2.4.1 The Operator is to ensure the maintenance of the professional recognition of the Higher Diploma in Enrolled Nursing (General) programme by the Nursing Council of Hong Kong throughout the validity period as approved by HKCAAVQ.
- 2.4.2 The Operator is to submit relevant evidence to HKCAAVQ on the fulfilment of the restriction before enrolling new students to the Programme.

2.5 Recommendations

HKCAAVQ offers the following recommendations for continuous improvement of the Programme:

- 2.5.1 The Operator should keep a record of such reviews and track the record of the academic performance of entrants with these qualifications, if any, and offer additional support to these students where necessary.
- 2.5.2 The Operator should review the mapping between the CILOs by using measurable action verbs against the teaching and learning activities to demonstrate appropriate alignment to enable students to achieve the learning outcomes and meet QF Level 4 standard.
- 2.5.3 The Operator should review the acceptable percentage of similarities between students' course work and other sources of texts and materials.

2.5.4 The Operator should strengthen the mechanism to review and revise the course manual (i) to specify the content, methods and rubrics of each assessment task to enhance the course delivery; (ii) to incorporate up-to-date and relevant referencing to enhance students' learning; (iii) to measure the CILOs are fully assessed and align with the weighting on the assessment tasks; and (iv) to review the guiding principles for the development of formative and summative assessments of the HDEN programme.

2.6 **Advice**

HKCAAVQ also offers the following advice for the continuous improvement of the Programme:

2.6.1 The Operator to review the admission requirements and selection process to target candidates with higher academic qualifications and/or more specific attributes, with the opportunity arising from the new institution profile upon its being retitled with the status of Saint Francis University.

2.6.2 The Operator to encourage students to pre-read the available e-resources on nursing knowledge via online interactive platforms so that students can shift more study time on nursing care skills.

2.7 HKCAAVQ will subsequently satisfy itself on 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 the fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

3. Introduction

- 3.1 Saint Francis University (SFU), formerly Caritas Institute of Higher Education, was established in 1985. SFU was accorded the registration status as an approved post-secondary college under the Post Secondary Colleges Ordinance (Cap. 320) in 2001. In 2010, SFU underwent its second Institutional Review and acquired the accreditation status for offering degree-level programmes. SFU's first bachelor's degree programme at QF Level 5 was launched in 2011. SFU also gained the PAA status in three Programme Areas, namely, General Business Administration, Social Work and Information and Communication Technology in 2019, 2020 and 2022 respectively.
- 3.2 SFU is offering one Master's Degree programme, twelve Bachelor's degree programmes, five sub-degree and one Diploma programmes accredited by HKCAAVQ.
- 3.3 SFU commissioned HKCAAVQ to conduct this Learning Programme Re-accreditation for HDEN. HKCAAVQ formed an expert panel for this exercise (Panel Membership at [Appendix 1](#)). HKCAAVQ's Manual for the Four-stage Quality Assurance Process under the Hong Kong Qualifications Framework (Version 1.2, November 2020) was the guiding document for the Operator and the Panel in conducting this exercise. A site visit took place at SFU's current campus at Tseung Kwan O from 23 to 24 January 2024.

4. Programmes Details

The following programme information is provided by the operator.

4.1 Programme Objectives (POs)

PO 1	Equip the students with the fundamental knowledge and skills required for the delivery of nursing care.
PO 2	Develop the students' communication and interpersonal skills to facilitate them in their collaboration with other professionals and their patients.
PO 3	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 Programme Intended Learning Outcomes (PILOs)

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

PILO 1	Uphold the professional, legal and ethical standards of nursing practice in the provision of nursing care.
PILO 2	Apply the acquired, evidence-based knowledge and skills in providing safe, quality, effective, patient-centered nursing care in various healthcare settings.
PILO 3	Possess attributes to facilitate personal lifelong and professional development.
PILO 4	Collaborate with the other health care team members in restoring, maintaining and promoting health.
PILO 5	Communicate effectively with individuals, families and the community in the delivery of nursing care.

4.3 Programme Structure

Courses	Specialised / Generic	QF Level	Contact Hours	Self-study Hours	Notional Learning Hours	QF Credits
HDE101 Fundamentals of Nursing I	Specialised	3	90	180	270	27
HDE102 Biological and Life Sciences	Specialised	3	90	180	270	27
HDE103 Concepts of Health and Health Care	Specialised	3	45	90	135	13.5
ENG104 Use of English	Generic	4	30	60	90	9
HDE104 Nursing Services with Love#	Specialised	-	-	-	-	-
SAO101 College Life and You##	Generic	-	-	-	-	-
HDE105 Fundamentals of Nursing II	Specialised	3	90	180	270	27
HDE106 Professional Nursing Practices I	Specialised	4	45	90	135	13.5
HDE107 Pathophysiology and Nursing Therapeutics I	Specialised	4	90	180	270	27
CHI102 Chinese Communication	Generic	4	30	60	90	9
HDE108 Professional Nursing Practices II	Specialised	4	90	180	270	27
GE107 Social Ethics	Generic	4	30	60	90	9

HDE109 Clinical Practicum I	Specialised	3	400	200	600	60
HDE201 Clinical Practicum II	Specialised	4	600	300	900	90
HDE202 Pathophysiology and Nursing Therapeutics II	Specialised	4	45	90	135	13.5
HDE203 Specialty Nursing	Specialised	4	45	90	135	13.5
HDE204 Sociology and Psychology	Specialised	4	45	90	135	13.5
HDE205 Quality and Risk Management	Specialised	4	45	90	135	13.5
HDE206 Nutrition and Complementary Health Approaches	Specialised	4	45	90	135	13.5
HDE207 Clinical Practicum III	Specialised	4	600	300	900	90
Total			2455	2510	4965	496.5

Nursing Services with Love – a non-credit bearing course; to complete the course, a student is required to attend three 1-hour seminars and submit a reflective journal.

College Life and you – a non-credit bearing course; to complete the course, a student is required to participate in at least 20 hours of activities, workshops, talks and social services.

4.4 Graduation Requirements

In order to graduate, 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 admission requirements for HDEN are as follows:

- (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 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

- (c) Have graduated from the Diploma Yi Jin / Diploma of Applied Education 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 “Booklet on Hong Kong Diploma of Secondary Education Examination” 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 of further studies and work.

The admission requirements are set according to the minimum entry requirements for training of Enrolled Nurses (General) as stipulated by the Nursing Council of Hong Kong (NCHK) and also comply with the *Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes under the New Academic Structure (February 2017)*.

4.6 Teaching and Learning Activities

The medium of instruction (MOI) for HDEN is English supplemented with Chinese, except for courses “Chinese communication” and “Social Ethics” which have Chinese as the MOI. Major teaching and learning activities include lectures, tutorials, workshops and laboratory session. With an Enrolled Nurse expected to provide basic care to patients, the training focuses on developing competencies in performing different nursing procedures. Skill demonstration and return demonstration are the major learning and teaching methodologies adopted. Students are also required to conduct around 1,600 hours of clinical practicum in medical and surgical units.

4.7 Learner Support Services

The learners are supported by a range of services, including the nursing laboratories adopt ward settings and are well equipped with medical equipment and instruments. Besides, SFU has established a Virtual Reality Cave for nurse training purposes.

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 the 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 (<https://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 <https://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 <https://www.hkqr.gov.hk> for recognition under the Qualifications Framework ("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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