

Recognition Of Prior Learning Policy

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1.0 Document Description

This policy describes the Irish Red Cross recognition of prior learning (RPL) procedures for Responder and Practitioner level courses. RPL is a broad term and is described as prior learning, formal and informal, that is given status by having it acknowledged, assessed or certified. The objective of RPL is to determine whether an individual has acquired the body of knowledge in respect of entry criteria and outcomes/competencies to be achieved when compared to a particular PHECC education and training standard.

2.0 Recognition of Prior Learning - Guiding Principles

- PHECC does not accept any application for RPL; the applicant should engage with a recognised institution.
- The process of RPL is an acknowledgment of an individual's current skills and knowledge acquired through previous education and training, work or life experience. It allows for both formal and informal learning.
- RPL is applied to: - entry to PHECC recognised courses - exemptions from some course requirements - eligibility for an award
- Every recognised institution must have an RPL policy that is consistent and clear. Supporting procedures for RPL should be clearly documented. The policies and processes should be available to current and prospective students and include assessment and verification mechanisms as appropriate.
- A recognised institution may offer RPL for entry to courses, module exemptions or full awards

3.0 RPL applications

Applications are welcomed from students and will be given full consideration. Irish Red Cross will take evidence of previous learning and experience that is considered relevant to the educational objectives into account and apportion credit against the course that is being applied for.

The Irish Red Cross do not accept applications for Cardiac First Responder programmes due to the brief course duration and requirement to recertify every two years.

The following criteria may be considered:

- The depth of evidence submitted
- The extent and scope of the prior learning acquired
- The relevance of the evidence submitted
- The ability of the individual to prove learning associated with achievements
- The ability of the individual to prove they have the required competencies as specified by the particular education and training standard or award
- The ability of the individual to present the evidence in the required format (mapped against specific learning outcomes).

4.0 Procedure for all RPL Learners

RPL for EMS programmes is a request for credit for prior formal learning which takes place through programmes of study or training that are delivered by education or training providers that attract certificates or awards.

If a student applies for entry to a programme using recognition of prior learning, they must provide evidence of certification and where appropriate, the course syllabus with defined learning outcomes.

The Irish Red Cross will assign a senior tutor to complete a gap analysis of the material supplied and the course that the student wishes to access. They will make a recommendation based on this analysis.

A standardised form (see Appendix 1) is used to document this process. The first part is completed by the training department and the Recognition of Prior Learning Subgroup then decides on the extent of recognition based on the senior faculty recommendation.

In some cases, an interview or assessment process may be required to assess prior learning.

5.0 How RPL is applied

PHECC courses covered by this policy include First Aid Response, Emergency First Response, Emergency Medical Technician, EMT upskilling courses and instructor courses.

RPL applications can be made via email only to the National Training Compliance Officer, detailing all facts and reasons the student feels their RPL may be considered. Supporting documentation will be requested. These may be in the form of scanned and/or original documentation.

On receiving an RPL application from a student, the Compliance Officer will evaluate the application may appoint a tutor or facilitator to evaluate the application. RPL will be cross referenced against the accepted matrix (Appendix 2), programme objectives and learning outcomes.

Certificates or diplomas will be verified to establish the validity of the information provided.

Where qualifications are sought to be recognised are included in the pre-approved, recognised qualifications matrix, the above process does not apply and the qualification can be recognised as stated in the matrix without further approval.

6.0 Outcome

The student will receive an answer as soon as possible but the Irish Red Cross will try to complete this within fifteen working days. If sufficient evidence to support the application based on the information supplied cannot be identified, entry to the programme will be refused. If RPL is accepted, this will be recorded with the form in Appendix 1 and verified by the internal verifier. The external verifier will also include a review as part of their report.

An application may result in one of the following outcomes:

- RPL is accepted and admission to a training programme is approved.
- RPL is accepted and exemption from some components is approved with credit towards an award.
- RPL is not accepted and programme the student is required to fully completed the programme.

6.1 RPL Application Decision Appeals Process

The applicant can appeal the outcome of the RPL application decision using the Irish Red Cross application appeals process, outlining the grounds for appeal.

The National Compliance Officer will identify an external facilitator or experienced tutor who was not involved in the original application process to review the application and make a recommendation. It will also be reviewed by the programme medical advisor. The outcome decision will be communicated to the applicant.

Appendix 1

Please note that this form must be completed where certification does not fulfil pre-requisites for a course and signed by a minimum of two members of the RPL Subgroup.

To be completed by Training department:

Area:						
Branch:						
Candidate's Name:						
Membership No:						
Mobile Number:						
E-mail address:						
Course applied for						
Pre-requisites not documented:						
To be completed by a member of the RPL Subgroup:						
Reason for Recognition of Prior Learning:						

- Supporting documentation attached (if any)
- I confirm that the above candidate has either the experience or external qualifications and can access the above named course under the Irish Red Cross Recognition of Prior Learning Policy.

RPL Subgroup Member 1 :

Signature: _____ **Date:** _____

RPL Subgroup Member 2 :

Signature: _____ **Date:** _____

Appendix 2

Matrix of Recognition of Prior Learning pre-approved and recognised by the Irish Red Cross – currently in development

Example

Applicant's qualification	Recognised by IRC as	Comment
BLS		
ACLS		
Nurse		
Patient Moving and Handling certification (external)		
Educational Degree	Instructional Techniques Level 1&2	