

Psychiatric Nursing Education Program Evaluator Team

Request for Proposals

2020 Program Evaluation of the Bachelor of Psychiatric Nursing Program at Kwantlen Polytechnic University

Issue Date: September 13, 2019

Response Due By: October 14, 2019



Call for Psychiatric Nursing Education Program Evaluator Team

The British Columbia College of Nursing Professionals (BCCNP) is seeking a team of two evaluators to review a psychiatric nursing education program in British Columbia. The review will be carried out under the direction of the BCCNP Education Program Review Committee – Panel B, in accordance with the [BCCNP Psychiatric Nursing Educational Program Review Policies](#).

The BCCNP is responsible for establishing the standards of academic achievement required for RPN graduates and for recognizing psychiatric nursing educational programs that prepare graduates for registration as an RPN. From December 2019 to March 2020, the Bachelor of Psychiatric Nursing Program offered by Kwantlen Polytechnic University (Langley Campus) will be reviewed. The [BCCNP Standards & Indicators for Recognition of Psychiatric Nursing Educational Programs](#) sets out the standards that the programs must meet.

Criteria for selection of team of two evaluators include:

- Registered Psychiatric Nurses (RPNs) with current and relevant expertise in psychiatric nursing education and practice
- Proposals will also be accepted from nursing professionals who are not Registered Psychiatric Nurses, who might otherwise meet the education and program evaluation experience requirements. In this case, one of the team of evaluators must be a Registered Psychiatric Nurse (RPN)
- Holding practicing registration in good standing with the relevant nursing regulatory body
- Minimum of Masters level preparation in nursing, education or a health-related discipline
- Having no perceived or actual conflict of interest with the program being reviewed, such as being a current or former student or employee of Kwantlen Polytechnic University

Key activities include:

- Establish a program review plan that is consistent with the timelines found in the [BCCNP Recognition Process for Psychiatric Nursing Educational Programs](#)
- Review and analyze the self-assessment report submitted by the post secondary institution approximately one month prior to scheduled site visit
- Organize and conduct the site visit scheduled Feb 3-7, 2020 (preferred dates) or Jan 27-31, 2020 (second choice dates)



- Review and evaluate the program against the BCCNP [Standards & Indicators for Recognition of Psychiatric Nursing Educational Programs](#)
- Provide a draft written report to the post secondary institution for feedback
- Incorporate and consider post secondary institution feedback into final written report
- Submit a final written report to BCCNP that addresses each standard and indicator using template provided
- Reviewing findings with BCCNP staff and Education Program Review Committee–Panel B

Tentative Schedule:

Timing	Activity	Responsibility
September 13, 2019	RFP Issued	BCCNP Deputy Registrar
October 14, 2019	Proposals due	Program Evaluator Team
October 15-18, 2019	Proposals shortlisted and interviews arranged	BCCNP Education Consultant
October 21-25, 2019	Interviews	BCCNP Education Consultant
November 4, 2019	Evaluators Selected	BCCNP Education Consultant
November 5-29, 2019	• Contracts finalized	BCCNP Deputy Registrar
	• Orientation to Evaluator Role	BCCNP Education Consultant
December 2, 2019	Self-assessment due from Kwantlen Polytechnic University	Nursing Education Program
December 2, 2019– January 26, 2020	Review and analysis of self-assessment	Evaluator Team
February 3-8, 2020 (preferred dates)	Site visit	Evaluator Team
Feb 10-March 6, 2020	• Write Evaluator Report.	Evaluator Team
	• Send draft to education program by February 24, 2020	
	• Allow 5 days for education program to comment and correct any errors or omissions	
	• Incorporate and consider school’s feedback	
	• Write Final Report	
March 6, 2020	Submission of Final Report to BCCNP	Evaluator Team
April 2020 (approximately 1 hour date/time TBD via WebEx teleconference)	Presentation to Education Program Review Committee-Panel	Evaluator Team



Total team compensation for program review: up to \$10,000 plus approved expenses.

Applications:

To apply, please submit the **resumes of both team members** and **one letter of interest on behalf of the team**. Letters of interest should include:

- A brief description of previous curriculum development, implementation and evaluation experience
- Any previous nursing education program review experience or acquisition of knowledge relating to program evaluation
- A proposed program review plan
- Expected compensation (not to exceed \$10,000 CAD) for completing all activities associated with the program review **excluding** costs related to travel, meals, accommodation and transportation

If you have questions or would like to discuss this opportunity, please contact Martie Dobbs, BCCNP Education Consultant, Education Program Review and ELCs at martie.dobbs@bccnp.ca or phone: 1-866-880-7101 ext.6358

Resumes and Letters of Interested should be submitted as a one-pdf document **via email** to Martie Dobbs, Education Consultant, Education Program Review and ELCs at martie.dobbs@bccnp.ca

Applications will be accepted until 4:30 pm Monday October 14, 2019

