



Policy on Admissions

Purpose

This policy describes LHP Skillnet's commitments in terms of our evaluation and enrolment of prospective students on to our QQI-accredited programme. It can be read in conjunction with our Policy on Access, Transfer and Progression.

Scope

To whom does the policy apply?

This policy applies to all prospective students who apply to study on our QQI-accredited programme.

Who is responsible for implementing the policy?

The Network Manager and Network Administrators are responsible for implementing the policy.

Definitions

"Prospective student" is any person who engages with LHP Skillnet with the aim of being enrolled on our QQI-accredited programme.

"Skillnet Ireland" is a national agency which obtains grant-funding from the National Training Fund through the Department of Education and Skills, providing subsidised education to Ireland's private sector workforce.

“Healthcare Support Course” refers to our QQI Level 5 Major Award programme, on to which we enrol students who wish to work as healthcare assistants or be otherwise employed in the healthcare sector. It is our only QQI-accredited programme to date.

Policy Statement

Prior to Application

LHP Skillnet gives clear and accurate information pertaining to the structure, schedule and admission process of our Healthcare Support Course available to the public via our website.

LHP Skillnet aims to respond to all enquiries in a timely and honest fashion. Our goal in answering enquiries is to assist the individual to make the best decision possible, based upon their unique circumstances.

Application and Admission

In accordance with our Policy on Access, Transfer and Progression, we apprise every prospective student of Skillnet Ireland’s eligibility criteria and LHP Skillnet’s general standards of suitability.

Skillnet Ireland provides strict eligibility criteria of admission, predicated upon one’s employment status in the Republic of Ireland. In accordance with these criteria, LHP Skillnet can only enrol prospective students if they are either

- employed in the private healthcare sector or
- unemployed and/or in receipt of a social welfare payment.¹

Once the prospective TNP student fulfils Skillnet Ireland’s eligibility criteria, LHP Skillnet are satisfied that they conform to general standards of suitability.

¹ For a more detailed breakdown of the eligibility criteria prescribed for the latter, see the relevant page on Skillnet Ireland’s website: <https://www.skillnetireland.ie/about/developing-your-skills/developing-irelands-future-workforce/>

Once the prospective EAP student fulfils Skillnet Ireland's eligibility criteria, LHP Skillnet will interview them. The interview is conducted by a healthcare and education professional. The interview process serves to establish if a prospective student is

- suitable to provide care to vulnerable persons (supported by Garda vetting process).
- likely to successfully complete the programme with the necessary supports.
- unlikely to disrupt or otherwise obstruct their fellow students from successfully completing the programme.

Sample factors influencing the interview recommendation include: IT proficiency, language fluency, and temperament.

Every prospective student is judged equally and dispassionately, according to the norms of their particular cohort.

Access for prospective students with disabilities or additional needs is facilitated, inasmuch as is practicable, but it is incumbent upon the prospective student to share the details of their additional support needs at the time of application.

Decisions which determine the allocation of places on programmes are transparent.

Repeat applications are permitted, but if the factors which disqualified the prospective student in the past have not been addressed, the decision will remain consistent.

In the event of a dispute in relation to enrolment, an applicant is entitled to appeal this decision to the Network Manager, in line with our Procedure for Applicant Appeals.

All offers of enrolment are contingent upon the student's ongoing compliance with LHP Skillnet's ethos, rules and policies.

Garda Vetting

All EAP students must be Garda vetted prior to undertaking work-placements with external healthcare organisations as this bringing them into contact vulnerable adults, in which they assume positions of trust.

All offers of enrolment are dependent upon the results of Garda vetting. Minor infractions, within reason, are tolerable (e.g. a parking fine), subject to review by the Academic Committee. Any crime involving violence, aggression, duplicity, or substantial breaches of public or private trust will result in the student's automatic expulsion from the programme.

The details of every Garda vetting disclosure are kept private and confidential, in line with our Policy for Information and Data Management. It is the student's responsibility to share their Garda vetting disclosure with the work-placement.

Related Documents

Related Policies	Policy for Access, Transfer and Progression Policy for Information and Data Management
Related Procedures	Procedure for Admissions Procedure for Applicant Appeals
Supporting Documents	Introduction and context
Referenced Documents	<i>Core Statutory Quality Assurance Guidelines (2016)</i>