

# Scheme of work

For each VTCT (ITEC) qualification, the lecturer/centre must complete a scheme of work for each unit indicating how the Lecturer is planning to cover the unit content throughout the course. Set out the planned sessions in terms of learning outcomes to be achieved. These should match those stated within the VTCT (ITEC) unit specification. Include all units of each course offered. Hours should meet the minimum guided learning hours listed within the unit specification.

**Unit title:** iUBT334 - Reflexology

**Total contact tuition hours proposed:** 75

**Lecturer(s) responsible:**

Learning objectives	Lecture content	Suggested resources	Approx. hours
Introductory session	<ul style="list-style-type: none"> <li>• College rules and regulations</li> <li>• College mission statement</li> <li>• iTEC rules and regulations</li> <li>• Health &amp; Safety</li> <li>• Timetable</li> <li>• Dates – holidays etc.</li> <li>• Recommended books</li> <li>• Uniform</li> </ul>	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Using all the documents listed to ensure the learners understand the college expectations and their commitment to the course</li> </ul>	
<b>LO1 Know the history and concept of reflexology and theories of other complementary therapies</b>			
1.1. Explain the history of reflexology	<ul style="list-style-type: none"> <li>• The history of the development of reflexology</li> <li>• The Ancient</li> <li>• The Chinese</li> <li>• The American Indians</li> <li>• Fitzgerald</li> <li>• Ingham</li> <li>• Bowers</li> <li>• Byers</li> <li>• Bayly</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Homework</li> <li>• Handouts:               <ul style="list-style-type: none"> <li>- History, holistic approach and integral biology</li> </ul> </li> <li>• Test</li> </ul>	3

1.2. Explain the concept of reflex zones on the feet and hands and their functions	<ul style="list-style-type: none"> <li>• Their position</li> <li>• Longitudinal zones</li> <li>• Transverse zones</li> <li>• How the zones relate to the anatomical structures of the body</li> <li>• How the reflexes relate to the anatomical structures of the body</li> </ul>		
1.3. Explain the holistic approach	<ul style="list-style-type: none"> <li>• The Greek term 'holos'</li> <li>• The importance of the treatment of the whole person in relation to holistic health and the power of touch</li> <li>• Concept of balance and harmony in the body (homeostasis)</li> </ul>		
1.4. Explain the term integral biology	<ul style="list-style-type: none"> <li>• The way in which the physical environment and social, economic and environmental factors affect health and social wellbeing. To include: <ul style="list-style-type: none"> <li>- Computers</li> <li>- Mobile phones</li> <li>- Processed food</li> <li>- Lack of fresh air</li> <li>- Stress</li> <li>- Lack of sleep</li> <li>- Financial problems</li> <li>- Poor ventilation</li> <li>- Lack of exercise</li> <li>- Chemicals</li> <li>- Pollution</li> <li>- Jet lag</li> <li>- Lack of natural light</li> </ul> </li> <li>• Helping clients and families to identify options to improve their health and wellbeing in terms of reflexology treatment</li> <li>• Helping clients and families to put their choices into action</li> <li>• Reviewing their progress</li> </ul>		
1.5. Explain other complementary therapies and the ways in which they are performed	<ul style="list-style-type: none"> <li>• Acupressure</li> <li>• Acupuncture</li> <li>• Alexander technique</li> <li>• Aromatherapy</li> <li>• Ayurvedic medicine</li> <li>• Bach flower remedies/flower remedies</li> <li>• Body work (massage therapies)</li> <li>• Bowen technique</li> <li>• Chiropractic</li> <li>• Colour therapy</li> <li>• Crystal therapy</li> </ul>		

	<ul style="list-style-type: none"> <li>• Ear candling</li> <li>• Emotional Freedom Technique (EFT)</li> <li>• Herbalism</li> <li>• Holistic massage</li> <li>• Homeopathy</li> <li>• Hypnotherapy</li> <li>• Indian head massage</li> <li>• Iridology</li> <li>• Kinesiology</li> <li>• Lymphatic drainage massage</li> <li>• Meditation</li> <li>• Naturopathy</li> <li>• Neurolinguistic Programming (NLP)</li> <li>• Osteopathy</li> <li>• Reiki/spiritual healing</li> <li>• Shiatsu</li> <li>• Stone therapy massage</li> <li>• Subtle energy/vibrational medicine</li> <li>• Swedish massage</li> <li>• Therapeutic touch</li> <li>• Traditional Chinese Medicine (TCM)</li> <li>• Yoga</li> <li>• Vertical reflexology</li> </ul>		
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<b>LO2 Know the anatomy, physiology and pathologies of the body applicable to reflexology treatment</b>			
2.1. Describe the structure of the feet, ankles and lower leg	<ul style="list-style-type: none"> <li>• Bones: <ul style="list-style-type: none"> <li>- Phalanges</li> <li>- Metatarsals</li> <li>- Tarsals <ul style="list-style-type: none"> <li>▪ Cuneiform</li> <li>▪ Navicular</li> <li>▪ Cuboid</li> <li>▪ Calcaneus</li> <li>▪ Talus</li> </ul> </li> </ul> </li> <li>- Tibia</li> <li>- Fibula</li> <li>• Muscles: <ul style="list-style-type: none"> <li>- Gastrocnemius</li> <li>- Soleus</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Homework</li> <li>• Handouts:</li> <li>• Test</li> </ul>	5

	<ul style="list-style-type: none"> <li>- Peroneus longus</li> <li>- Peroneus brevis</li> <li>- Tibialis anterior</li> <li>- Tibialis posterior</li> <li>- Extensor digitorum longus</li> <li>- Extensor hallucis longus</li> <li>- Flexor digitorum longus</li> <li>- Peroneus tertius</li> <li>- Extensor digitorum brevis</li> <li>- Abductor hallucis</li> <li>• Nerves: <ul style="list-style-type: none"> <li>- Peroneal</li> <li>- Saphenous</li> <li>- Tibial</li> <li>- Sural</li> <li>- Sciatic</li> </ul> </li> <li>• Arteries: <ul style="list-style-type: none"> <li>- Tibial anterior</li> <li>- Tibial posterior</li> <li>- Peroneal</li> <li>- Dorsalis pedis</li> <li>- Digital</li> <li>- Femoral</li> <li>- Iliac</li> <li>- Plantar arch</li> </ul> </li> <li>• Veins: <ul style="list-style-type: none"> <li>- Saphenous</li> <li>- Femoral</li> <li>- Popliteal</li> <li>- Short saphenous</li> <li>- Dorsal venous arch</li> </ul> </li> </ul>		
<p>2.2. Describe the structure of the hand, wrist and lower arm</p>	<ul style="list-style-type: none"> <li>• Bones: <ul style="list-style-type: none"> <li>- Carpals <ul style="list-style-type: none"> <li>▪ Hamate</li> <li>▪ Triquetrum</li> <li>▪ Capitate</li> <li>▪ Pisiform</li> <li>▪ Trapezoid</li> <li>▪ Lunate</li> <li>▪ Trapezium</li> <li>▪ Scaphoid</li> </ul> </li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Metacarpals</li> <li>- Phalanges</li> <li>- Radius</li> <li>- Ulna</li> <li>• Muscles: <ul style="list-style-type: none"> <li>- Flexor carpi ulnaris</li> <li>- Flexor carpi radialis</li> <li>- Pronator teres</li> <li>- Brachioradialis</li> <li>- Brachialis</li> <li>- Extensor carpi ulnaris</li> <li>- Extensor carpi radialis</li> <li>- Extensor digitorum</li> <li>- Extensor pollicis longus</li> <li>- Flexor carpi digitorum</li> <li>- Extensor carpi digitorum</li> <li>- Muscles of thenar eminence</li> <li>- Muscles of hypothenar eminence</li> </ul> </li> <li>• Nerves: <ul style="list-style-type: none"> <li>- Ulnar</li> <li>- Radial</li> <li>- Medial</li> </ul> </li> <li>• Arteries: <ul style="list-style-type: none"> <li>- Radial</li> <li>- Ulnar</li> <li>- Palmar arches</li> <li>- Digital</li> </ul> </li> <li>• Veins: <ul style="list-style-type: none"> <li>- Median</li> <li>- Cephalic</li> <li>- Basilic</li> <li>- Axillary</li> </ul> </li> </ul>		
<p>2.3. Describe and recognise disorders/conditions of the feet, hands and nails</p>	<ul style="list-style-type: none"> <li>• Fungal: <ul style="list-style-type: none"> <li>- Tinea unguium</li> <li>- Tinea pedis</li> </ul> </li> <li>• Viral infection: <ul style="list-style-type: none"> <li>- Verrucas</li> <li>- Warts</li> </ul> </li> <li>• Arthritis in its various forms: <ul style="list-style-type: none"> <li>- Gout</li> <li>- Osteoarthritis</li> <li>- Rheumatoid arthritis</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Hallux rigidus</li> <li>• Disorders of the feet: <ul style="list-style-type: none"> <li>- Hammer toes</li> <li>- Heel spurs</li> <li>- Plantar fasciitis</li> <li>- Bursitis</li> <li>- Ingrown toenails</li> <li>- Club feet</li> <li>- Flat feet</li> <li>- High arch</li> <li>- Hallux valgus</li> </ul> </li> <li>• Nail disorders: <ul style="list-style-type: none"> <li>- Pitting</li> <li>- Ridges</li> <li>- Leuconychia</li> <li>- Yellow nails</li> <li>- Blue nails</li> <li>- White nails</li> <li>- Koilonychia</li> <li>- Onychocryptosis</li> <li>- Onycholysis</li> <li>- Paronychia</li> <li>- Beau's lines</li> <li>- Curved or concave</li> </ul> </li> <li>• Skin disorders: <ul style="list-style-type: none"> <li>- Callouses</li> <li>- Heel fissures</li> <li>- Corns</li> <li>- Chilblains</li> </ul> </li> </ul>		
2.4. Explain the sensory systems	<ul style="list-style-type: none"> <li>• The eye</li> <li>• The ear</li> </ul>		
2.5. Explain the effects of stress on the body systems and the ways in which reflexology can help	<ul style="list-style-type: none"> <li>• Endocrine</li> <li>• Vascular</li> <li>• Muscular</li> <li>• Digestive</li> <li>• Respiratory</li> </ul>		

<b>LO3 Know the legislation applicable to reflexology treatment</b>			
3.1. Explain the appropriate legislation applicable to reflexology treatment	<ul style="list-style-type: none"> <li>• Any particular rights, restrictions and charters</li> <li>• Legal framework related to people and settings with which the practitioner is involved, e.g. Mental Health Act, Children Act</li> <li>• Moral rights which are not recognised in law</li> <li>• Organisational policies and how they may differ from other organisations (when working in care)</li> <li>• Records which the practitioner is responsible for completing in relation to rights and responsibilities</li> <li>• Any relevant complaints systems and methods of access</li> <li>• Health and Safety at Work Act</li> <li>• Equal Opportunities Act</li> <li>• Data Protection Act/General Data Protection Regulations (GDPR)</li> <li>• Code of good practice/ethics</li> <li>• Legislation which relates to the work being carried out, the environment and the client with whom the practitioner is working</li> <li>• Legislation applicable to the treatment and country therein</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Homework</li> <li>• Handouts:</li> <li>• Test</li> </ul>	3
3.2. Explain the issues surrounding 'consent' to treatment	<ul style="list-style-type: none"> <li>• Importance of obtaining consent from the client</li> <li>• Importance of gaining consent from a person who is acting in the best interests of the client (when the client is unable or not of an age to make the decision for themselves)</li> <li>• Current debate surrounding the issue of consent and the ways in which it may differ between various practitioners</li> <li>• The meaning of informed client consent and the guidance given by the practitioners professional body particularly where there is a need for written consent</li> <li>• Methods of obtaining consent and how to confirm that clients have been given sufficient information on which to base their own judgement</li> <li>• Ensure agreements are in the clients best interests</li> </ul>		
3.3. Explain the importance of reflexology for clients and families receiving palliative or social care	<ul style="list-style-type: none"> <li>• The issue of consent</li> <li>• Any appropriate legislation</li> <li>• Confidentiality</li> <li>• Appropriate support</li> <li>• Using an appropriate manner of communication</li> <li>• Only giving information agreed within the care team</li> <li>• Know when to refer clients to people outside of the care team</li> <li>• Maintenance of accurate records</li> <li>• Managing one's own feelings</li> <li>• Importance of ongoing care</li> </ul>		

	<ul style="list-style-type: none"> <li>• Personal beliefs and preferences</li> <li>• Grief and grieving process</li> <li>• Awareness of other support services</li> </ul>		
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**LO4 Know how to consult and recognise contra-indications to reflexology treatment**

<p>4.1. Explain methods of consultation</p>	<ul style="list-style-type: none"> <li>• A sample consultation form can be found at: <a href="http://www.itectworld.co.uk">www.itectworld.co.uk</a></li> <li>• Learners should demonstrate knowledge of the importance of the following: <ul style="list-style-type: none"> <li>- Private comfortable area</li> <li>- Positive body language</li> <li>- Positioning of the client (no barriers between themselves and client)</li> <li>- Interpersonal space</li> <li>- Good communication skills (asking open and/or closed questions where appropriate)</li> <li>- Trust</li> <li>- Professionalism, confidence and enthusiasm</li> <li>- Confidentiality</li> <li>- Consent (see later notes on consent)</li> <li>- Any contra-indications to treatment</li> <li>- Client lifestyle</li> <li>- Client profile</li> <li>- Importance of planning a treatment programme bearing in mind the client’s religious, moral and social beliefs</li> <li>- Determining the nature and extent of the client’s needs</li> <li>- Agreement to the course of action</li> <li>- Ascertain the clients consent to the treatment (where the client is not in a position themselves ascertain from the appropriate companions agreement to the treatment)</li> <li>- Explanation of any possible side effects to the treatment</li> <li>- Explanation of how the programme will be evaluated and the review process</li> <li>- Where applicable, clarify with the client information, which may be available to other, e.g. relevant health care workers</li> <li>- Obtain the client’s signature (or that of the companion)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Homework</li> <li>• Handouts:</li> <li>• Test</li> </ul>	<p>2</p>
<p>4.2. Recognise those contra-indications to reflexology requiring medical referral or the clients to sign an informed consent form prior to treatment and those contra-indications that restrict treatment</p>	<ul style="list-style-type: none"> <li>• With medical, GP or specialist permission – in circumstances where written medical permission cannot be obtained, clients must sign an informed consent form, stating that the treatment and its effects have been fully explained to them and confirm that they are willing to proceed without permission from their GP: <ul style="list-style-type: none"> <li>- Pregnancy</li> <li>- Cardiovascular conditions (thrombosis, phlebitis, hypertension, hypotension, heart conditions)</li> <li>- Any condition already being treated by a GP or another complementary practitioner</li> <li>- Medical oedema</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Osteoporosis</li> <li>- Arthritis</li> <li>- Nervous/psychotic conditions</li> <li>- Epilepsy</li> <li>- Recent operations</li> <li>- Diabetes</li> <li>- Asthma</li> <li>- Any dysfunction of the nervous system (e.g. Multiple sclerosis, Parkinson's disease, Motor neurone disease)</li> <li>- Trapped/pinched nerve (e.g. sciatica)</li> <li>- Inflamed nerve</li> <li>- Cancer</li> <li>- Conditions causing muscular spasticity (e.g. cerebral palsy)</li> <li>- Kidney infections</li> <li>- Acute rheumatism</li> <li>• Contra-indications that restrict treatment: <ul style="list-style-type: none"> <li>- Fever</li> <li>- Contagious or infectious diseases</li> <li>- Under the influence of recreational drugs or alcohol</li> <li>- Diarrhoea and vomiting</li> <li>- Pregnancy (first trimester)</li> <li>- Skin diseases</li> <li>- Localised swelling</li> <li>- Inflammation</li> <li>- Varicose veins</li> <li>- Cuts</li> <li>- Bruises</li> <li>- Abrasions</li> <li>- Scar tissues (2 years for major operation and 6 months for a small scar)</li> <li>- Sunburn</li> <li>- Haematoma</li> <li>- Recent fractures (minimum 3 months)</li> <li>- Slipped disc</li> </ul> </li> </ul>		
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LO5 Be able to carry out reflexology treatment			
5.1. Demonstrate appropriate client care	<ul style="list-style-type: none"> <li>• Checking consultation and contra-indications</li> <li>• Explaining the treatment to the client</li> <li>• Helping the client on to the couch and protecting the client's modesty at all times</li> <li>• Sanitise the feet</li> <li>• Wash own hands</li> <li>• Keep ensuring that the client is comfortable</li> <li>• Ensure that the client displays open body language</li> <li>• Use appropriate covered supports i.e. under the ankles, knees, head, lower back</li> <li>• Adapt the reflexology techniques to suit the needs of the client</li> <li>• Help the client off the couch protecting their modesty at all times</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Practical</li> <li>• Homework</li> <li>• Handouts: <ul style="list-style-type: none"> <li>- Foot charts</li> <li>- Reflex zones</li> </ul> </li> <li>• Test</li> </ul>	10
5.2. Explain the process and relevance of the 'external' reading of the feet	<ul style="list-style-type: none"> <li>• Contra-indications</li> <li>• Texture</li> <li>• Temperature</li> <li>• Colour</li> <li>• Smell</li> <li>• Tone</li> <li>• Flexibility</li> <li>• Arches</li> <li>• Swelling/puffiness</li> <li>• Shape of feet and toes</li> <li>• Alignment of feet</li> <li>• Skeletal deformities</li> <li>• Condition of the nails</li> </ul>		
5.3. Explain any clinical observations of the body and their relevance when treating a client	<ul style="list-style-type: none"> <li>• Condition of the skin</li> <li>• Hair</li> <li>• Nails</li> <li>• Posture</li> <li>• Body language</li> </ul>		
5.4. Demonstrate a reflexology treatment	<ul style="list-style-type: none"> <li>• Selecting the appropriate medium</li> <li>• No medium</li> <li>• Talc</li> <li>• Liquid talc</li> <li>• Corn starch</li> <li>• Cream/lotion</li> <li>• Wax/balms</li> <li>• Breathing</li> </ul>		

	<ul style="list-style-type: none"> <li>• Relaxation</li> <li>• Warm up</li> <li>• Thumb walking</li> <li>• Finger walking</li> <li>• Pivot</li> <li>• Hook</li> <li>• Rocking</li> <li>• Finger rolling</li> <li>• Cool down</li> </ul>		
5.5. Explain the appropriate reflex areas/points on the hands and feet	<ul style="list-style-type: none"> <li>• Appropriate foot charts should be used to establish the correct position of the reflexes</li> </ul>		
5.6. Explain and interpret the reflexes	<ul style="list-style-type: none"> <li>• Recognising why a reflex may be sore/painful/lumpy/grainy/crystals</li> <li>• Deciding which reflexes require additional stimulation</li> <li>• Recognising the varying degrees of resistance to pressure</li> <li>• Recognising when reflexes should be treated cautiously</li> <li>• Recognising that medication/drugs may inhibit the response of the reflexes</li> <li>• Demonstrating how to administer the treatment for the specific needs of the client</li> </ul>		
5.7. Explain cross referral areas for the hands and feet	<ul style="list-style-type: none"> <li>• The use of other areas when the part to be worked is either damaged or cannot be worked</li> <li>• Using the hand instead of the foot and vice versa to locate the reflex point</li> </ul>		

<b>LO6 Be able to advise on treatment effects and aftercare</b>			
6.1. Explain the possible reactions to reflexology treatment	<ul style="list-style-type: none"> <li>• During treatment: <ul style="list-style-type: none"> <li>- Crying</li> <li>- Laughing</li> <li>- Talking</li> <li>- Desire to sleep</li> <li>- Perspiring</li> <li>- Flatulence</li> <li>- Micturition</li> <li>- Runny nose</li> <li>- Change in body temperature</li> <li>- Thirst</li> <li>- Feeling nauseous</li> <li>- Cough</li> </ul> </li> <li>• After treatment: <ul style="list-style-type: none"> <li>- Symptoms exacerbated</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• OHP/whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Homework</li> <li>• Handouts:</li> <li>• Test</li> </ul>	3

	<ul style="list-style-type: none"> <li>- Fatigue</li> <li>- Non-specific aches and pains</li> <li>- Heavier menstrual flow</li> <li>- Frequent micturition</li> <li>- Frequent bowel movements</li> <li>- Nausea</li> <li>- Break out of spots</li> <li>- Healing crisis</li> <li>- Increased energy</li> <li>- Relief of symptoms</li> <li>- Improved mood</li> <li>- Altered sleep patterns</li> <li>- Headaches</li> <li>- Increased sensitivity</li> </ul>		
6.2. Evaluate and review the reflexology treatment/programme	<ul style="list-style-type: none"> <li>• At the end of each treatment, the client's feeling should be recorded together with any other reactions to the treatment. The following areas should be monitored: <ul style="list-style-type: none"> <li>- Outcomes achieved</li> <li>- Effectiveness of the treatment</li> <li>- Any change in demands</li> <li>- Whether the treatment met the needs of the client</li> <li>- Longer term needs of the client (particularly when working in a care environment)</li> </ul> </li> </ul>		
6.3. Explain the importance of giving appropriate home care advice after treatment	<ul style="list-style-type: none"> <li>• Healthy eating for well being</li> <li>• Exercise for general health</li> <li>• Stress levels</li> <li>• Generally helping clients and families to identify options to improve their health and social wellbeing in terms of reflexology treatment</li> <li>• Helping clients and families to put their choices into action</li> <li>• Reviewing their progress</li> </ul>		
6.4. Explain the importance of referral procedures	<ul style="list-style-type: none"> <li>• Only working within the realms of their own expertise as a reflexologist</li> <li>• Demonstration of the understanding when a client should be referred to either: <ul style="list-style-type: none"> <li>- GP</li> <li>- Counsellor</li> <li>- Complementary therapist</li> <li>- Member of the social care or nursing team</li> </ul> </li> </ul>		
6.5. Explain and demonstrate self-treatment to the client	<ul style="list-style-type: none"> <li>• Techniques</li> <li>• Potential responses associated with self-treatment</li> <li>• Effects</li> </ul>		

iUBT334 – Reflexology			
<p><b>Case studies:</b> 10 clients to be treated 4 times each to make a total of 40 treatments</p>	<ul style="list-style-type: none"> <li>• Consultation including thorough medical history and general lifestyle</li> <li>• Client profile (to include any current issues in their life)</li> <li>• Reading of the feet</li> <li>• Details of how the therapist conducted the treatment and any tender reflexes found</li> <li>• Details of how the client felt before, during immediately after and between the treatments</li> <li>• Details of home care advice given</li> <li>• The following should also be documented for treatments 2 to 4:               <ul style="list-style-type: none"> <li>- All follow-up treatments must be dated and signed by both client and therapist</li> <li>- Reading of the feet</li> <li>- Details of how the therapist conducted the treatment and any tender reflexes found</li> <li>- Details of how the client felt before, during, immediately after and between the treatments</li> <li>- Details of home care advice given</li> <li>- Overall conclusion</li> <li>- Reflective practice after each treatment</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Mock theory paper</li> </ul>	
<p><b>Mock practical:</b></p>	<ul style="list-style-type: none"> <li>• To include a full reflexology treatment</li> </ul>		
<p><b>Mock theory:</b></p>	<ul style="list-style-type: none"> <li>• To include all theory taught</li> </ul>		

**Document History**

Version	Issue Date	Changes	Role
v1	14/01/2020	First published	Qualifications and Regulation Co-ordinator