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**Accreditation of online learning: application form**

*Where a question is not applicable, please enter ‘n/a’*

*If you have any questions about this form, please ask* *qa@rcseng.ac.uk*

*When completed, please return to* *qa@rcseng.ac.uk*

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| **Organiser** |
| Organisation name |  |
| Organisation type (eg public sector, NGO, charity, for-profit, private not-for-profit) |  |
| Website |  |
| Co-ordinator |   |
| Email |  |
| Telephone |  |
| Full postal address |  |
| Virtual learning environment  |  |

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| **module Details** |
| Module title |  |
| Participant entry requirements |  |
| Type of material used in module (eg static, live, interactive) |  |
| Typical time taken to complete (hours, minutes) |  |
| Date(s) of Event (where applicable eg live streaming) |  |
| Target audience (eg training level, surgical specialty, career stage) |  |
| Participant fee |   |
| Status of participants: subscribers only, or open access? |  |

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| **Aims and Objectives** |
| Learning aims of the module (at least two) | *
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| Learning outcomes to be achieved by learners in skills, knowledge and behaviours  | *
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| **faculty** |
| Lead faculty involved in creating module: |  |  |  |
| Name | Title (eg Mr, Dr, Prof) | Qualifications (eg FRCS, PhD) | Experience |
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|  |  |  |  |
| Faculty involved in tutoring online learners: |  |  |  |
| Name | Title (eg Mr, Dr, Prof) | Qualifications (eg FRCS, PhD) | Experience |
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| **module Content** |
| Topic | Outline of content  | Type of material (eg static, live, interactive) | Time to complete topic (hours, minutes) | Assessment (eg MCQs, written summary) |
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| **module content – additional suggested learning material** |
|  | Type of material (eg journal paper, video) | Title | Virtual location (eg website, link) | Time allocated (hours, minutes) |
| Pre-module learning |  |  |  |  |
| In-module learning |  |  |  |  |
| Post-module learning |  |  |  |  |

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| **additional information** |  |
| Is a certificate awarded? | Yes / No |  |
| Certificate awarding body  |  |  |
| Faculty Declaration of Interest | I confirm that I will ask the module faculty to provide a declaration regarding any interest they may have relating to the event, and make each faculty’s declaration available on the module. | Yes / No |
| Evaluation | I confirm that participant evaluation of the module will be conducted and the results will be provided to the RCSEng. | Yes / No |
| Commercial Sponsorship | I confirm that the educational programme of the activity is not inappropriately influenced or biased by commercial organisations. | Yes / No |
| Any further relevant information |  |  |