Module Descriptor

Part 1: Basic Data						
Module Title	Business Management for Veterinary Nurses					
Module Code	HVNVB9-15-5		Level	5	Version	2.0
Credit Rating	15		ECTS Credit Rating	7.5		
Teaching Institution	Hartpury	Department	Veterinary Nursing	Module Type	Standard	
Contributes towards	BSc (Hons) Equine Veterinary Nursing BSc (Hons) Veterinary Nursing BSc (Hons) Veterinary Nursing Science FdSc Equine Veterinary Nursing Science FdSc Veterinary Nursing Science					
Professional Accrediting Body	None		Module Entry requirements	None		
Pre-requisites	None		Excluded Combinations	None		
Most recent Validation Date	V2.0 – 07 June 2022		Due for re-validation by	01 September 2027		
Amendment Approval Date			Approved with effect from	01 September 2022		

Part 2: Module Content	
Learning Outcomes	On successful completion of this module students will be able to: 1. Evaluate internal and external factors influencing the success of a veterinary business (A) 2. Demonstrate an understanding of the importance of financial management and record keeping in a veterinary practice (A) 3. Analyse the potential management responsibilities of Registered Veterinary Nurses (A)
Syllabus Outline	In the context of a business plan, the following will be covered: • Marketing strategies for a range of veterinary practices • Client satisfaction and retention • Human resources • Financial management and record keeping • Management and leadership • Veterinary practice teamwork and delegation, to include developing rapport, respecting diversity and communicating with confidence • Read and review relevant literature, develop opinions to assist with decision making • National and international pressures on a range of veterinary businesses

Part 3: Learning, Teaching and Assessment	
Description of Learning and Teaching	A variety of learning strategies will be used including whole cohort lectures and seminars throughout the module. Students will also be expected to engage in independent learning, spending time preparing for assessment and completing further reading. Students will be able to draw on their existing knowledge of a veterinary business from their placement year. Increasing students' awareness of factors impacting on the success of a veterinary business enhances their employability, allowing them to apply the knowledge gained through studying this module in their future careers as veterinary nurses.
Resource Strategy	**Essential reading** Essential material will be indicated to the student via pre-course material, module guides and through their accessing a dedicated VLE presence. No requirement for the purchase of set text(s) will be made unless explicitly stated and students will have full access to library services, online applications, and inter-library loans. **Further reading** Students are expected to identify all other reading relevant to their chosen topic for themselves. They will be required to read widely using the library catalogue, a variety of bibliographic and full text databases, and Internet resources. Many resources can be accessed remotely. The purpose of this further reading is to ensure students are familiar with current research, classic works and material specific to their interests from the academic literature and wider professional sources. **Access and skills** Formal opportunities for students to develop their library and information skills are provided within the induction period and student skills sessions. Additional support is available through online resources. This includes interactive tutorials on finding books and journals, evaluation information and referencing. Sign up workshops are also offered.
Assessment Strategy	This module will be assessed according to the approved Hartpury Academic Regulations including any specific regulations detailed within the student's programme specification. In preparation for the oral assessment students will be given business information in relation to a fictitious veterinary practice. Delivering a presentation will require students to apply their knowledge and understanding of veterinary businesses to answer the assessment brief. Key business skills will be tested to include knowledge of career development opportunities for veterinary nurses within management roles, an appreciation of the importance of effective financial management as well as accurate record keeping. Students will be encouraged to analyse the role that veterinary nurses play in influencing the success of a veterinary practice business, through consideration of factors such as marketing, client retention, effective management and leadership and teamwork. Oral presentation skills will be developed by providing the opportunity to practice these in taught sessions. A student may apply for alternative means of assessment if appropriate. Each application will be considered on an individual basis taking into account learning and assessment needs. For further information regarding this please refer to the VLE.

Identify final assessment component and element	A1	
	A:	**B**:
% weighting between components A and B (Standard modules only)	**100%**	**0%**

First Sit	
Component A **Description of each element**	**Element weighting** **(as % of component)**
1. Oral Assessment (30 minutes)	100%

Resit (further attendance at taught classes is not required)	
Component A **Description of each element**	**Element weighting** **(as % of component)**
1. Oral Assessment (30 minutes)	100%
If a student is permitted a retake of the module under the Academic Regulations, the assessment will be that indicated by the Module Specification at the time that retake commences.	

Part 4: Unistats Information	
Unistats Information	The Office for Students (OfS) require Unistats information to be produced at programme level for all undergraduate programmes of more than one year in length. These are comparable sets of standardised information about undergraduate courses allowing prospective students to compare and contrast between programmes they are interested in applying for. Expected learning hours for the module:

Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours
150	36	114	0

Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:

Total assessment of the module	Percentage
Written Examination (Written Examination / Written Test)	0%
Coursework (Coursework / Report / Portfolio)	0%
Practical Examination (Oral Assessment)	100%
Total	100%

Module Amendment Log

Module Title:	Business Management for Veterinary Nurses
Module Code:	HVNVB9-15-5
Initial Approval Date:	21 May 2019

Approved Module Changes (most recent at the top):

Current version number: 1.0
Outline Change Details: Document amended to meet requirements of new 2022 template. The following updates have been made to align with the refresh framework. Syllabus outline has been updated to include; • Developing a rapport, respecting diversity and confident communication • Literature reviewing, developing opinions and decision making Assessment title have been updated to an oral assessment.
Material Alteration: No
Rationale: 1. Module aligned to Hartpury academic curriculum framework.
Module description for Course Marketing Purposes: This module gives student veterinary nurses an insight into the running of a veterinary business.

Change requested by: Suzy Harniman
        I can confirm that all programme managers have been consulted and support this change
        I can confirm that student representatives have been consulted about this change
        I have retained evidence of this consultation which has been placed in the Module File

Signature: S. Harniman   **Date**: 14/1/22
Name of Head of Department: Catherine Phillips • I confirm that this change does not require additional resources beyond the scope of those already present or planned for by the department, and have not included a completed Resource Impact and Authorisation Form • I can confirm that this change does not require a change to the HECOS code **Signature**:   C. Phillips   **Date**: 14/1/22

Approval Committee and Date:	Refresh Approval Panel action 2022 06 07
Change approved with effect from:	1st September 2022
Resulting new HECOS code:	100532 Veterinary Nursing
Resulting new version number:	2.0

Current version number: 0
Outline Change Details: New module.
Material Alteration: Yes and is accompanied by the relevant programme specifications and course information sheets.
Rationale: New module.

Change requested by: (Name)
        ☐ I can confirm that all programme managers have been consulted and support this change
        ☐ I can confirm that student representatives have been consulted about this change
        ☐ I have retained evidence of this consultation which has been placed in the Module File

Signature:	_[signature]_	**Date**: 25-06-19

Name of Head of Department: Catherine Phillips
    I confirm that this change does not require additional resources beyond the scope of those already present or planned for by the department

Signature:	_[signature]_	**Date**: 25/06/2019

Approval Committee and Date:	CVC 21 May 2019
Change approved with effect from:	01 September 2019
Resulting new version number:	1.0

Initial HECOS code:	100532 Veterinary Nursing
Initial module description for Course Marketing Purposes: This module gives student veterinary nurses an insight into the running of a veterinary business.	