

Practice Assessor Responsibilities

Pre-Placement	During Placement	Post Placement
<p>Review the number of students you will be assessing and plan assessment responsibilities</p> <p>Have a record of the AAs for each student you will be assessing</p> <p>Consider plans in place for the student (s) who may require reasonable adjustment, in line with SSSA (Liaise with the AA, PEF or PLC)</p> <p>Ensure you are able to login and access the PAD online (ARU)</p> <p>Plan how and when you will communicate with the AAs. 'Contact' may be via email, face to face, skype/Zoom or telephone as appropriate.</p> <p>Make plans of what responsibilities you will be delegating to the PSs</p> <p>Make plans of when and how PSs will be contacted to review the students learning and development</p> <p>Know the person to contact with concerns as per specific university requirements</p> <p>Review the students curriculum on the university webpages to be aware of theoretical learning and to help plan learning opportunities and development (Add links)</p> <p>Complete relevant CPD courses to ensure valid assessment as per local policy</p>	<p>Familiarise the student to the practice area using the orientation checklist in the PAD. This can be delegated to the PS</p> <p>Organise and complete the student's Initial interview to negotiate and agree learning plans. This can be delegated to a PS.</p> <p>Facilitate any reasonable adjustments the student may need to get maximum benefit from the placement</p> <p>Review OAR to identify achievements and progress to date and plan additional learning opportunities</p> <p>Support students on an ongoing basis to identify learning opportunities</p> <p>Organise and complete mid-point and final review of learning and development</p> <p>Complete the checklist for assessed components at the end of the final interview for each placement</p> <p>Raise concerns early and liaise with the student, AA and/or PS to agree and complete action plan. Inform PLC (Nominated person) as per local policy</p> <p>Support the student to obtain service user feedback and sign the service user feedback</p> <p>Liaise with PSs to review the students learning and development</p> <p>Periodically observes the student or work with them during the placement</p> <p>Complete all assessment responsibilities that cannot be delegated to PS. (Assessment of Professional Values at final interview, confirming achieved Proficiencies and completing checklist, Assessment of Episode of Care, and Medicine Management)</p> <p>Document relevant information in OAR (e.g.. summary page at the end of each placement and the progression statement at the end of each Part)</p> <p>Check hours and sign the hours for the placement period, PS can complete</p> <p>At the end of the final placement in each Part (Year)</p> <p>Liaise with the AA to agree and confirm progression at the end of each Part (Year) in the PAD and OAR.</p> <p>Complete the progression statement in the OAR at the end of each Part (Year)</p> <p>Work collaboratively with the student to ensure all key assessment due at the end of the Part is completed</p> <p>Confirm and document achievement of the identified proficiencies in Part 2 or Part 3 in the OAR (At the end of Part 2, any Proficiencies not met should be assessed in Part 3)</p>	<p>It is recommended that for your continuous professional development you complete a critical reflective account for revalidation. (NMC Reflective account form)</p>