

Common Placement Assessment Form

(Level 4/SCQF Level 8)

Learner (student)

Name

University

Contact (E-mail & Phone)

Practice Educator(s)

Name(s)

Contact (E-mail & Phone)

University Link Tutor

Name(s)

Contact (E-mail & Phone)

Placement

Dates

From

To

Organisation Name

Practice Site

Pass/Fail or Graded

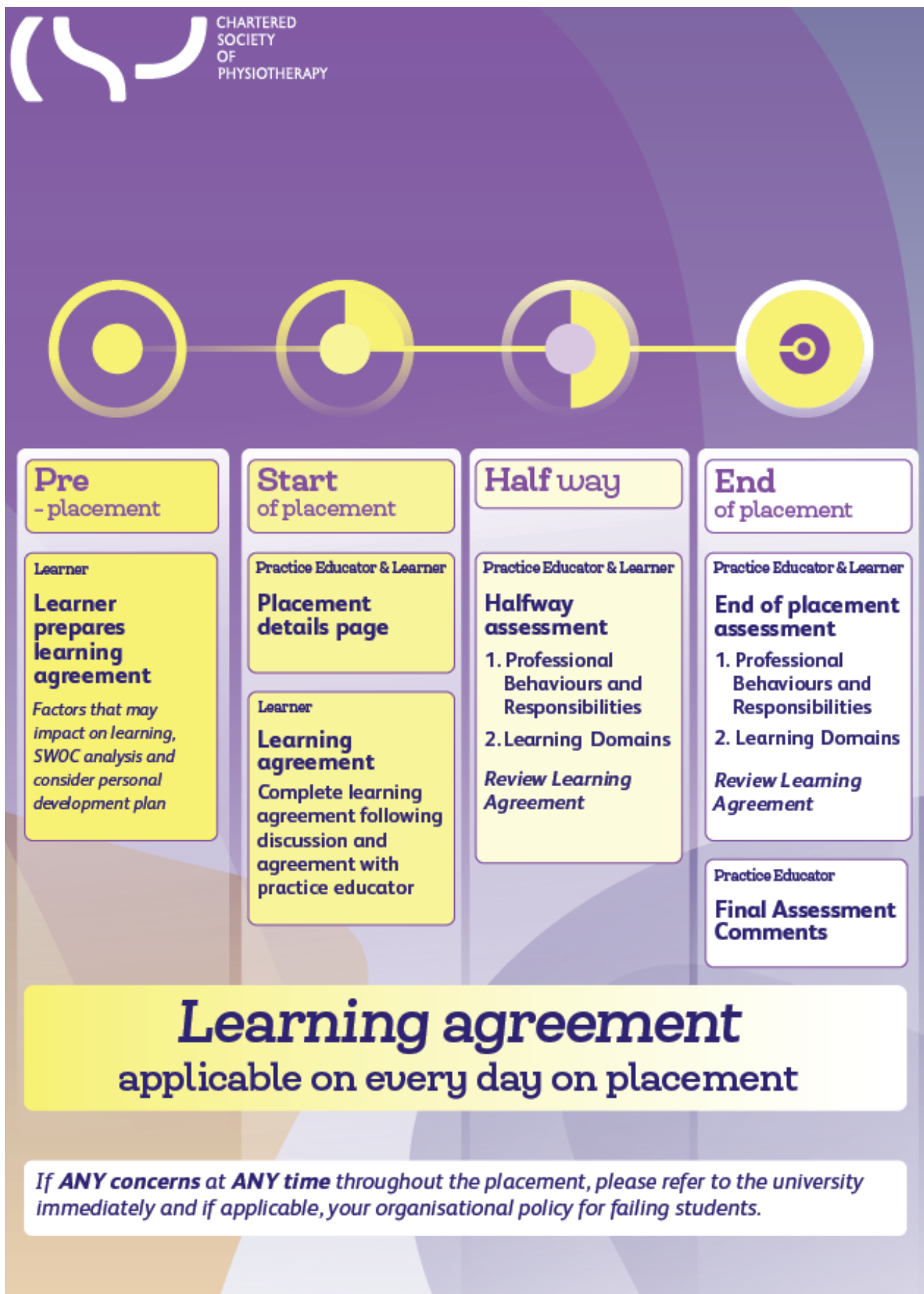
Pass/fail

Graded



UNIVERSITY USE ONLY	
PASS	
FAIL	
GRADE (IF APPLICABLE)	
NUMBER OF HOURS COMPLETED	

Completion Timeline



Common Placement Assessment Form (CPAF)

Assessment Guidance Overview

Please ensure that you refer to the [CPAF Guidance Documents \(student and practice team\)](#) and other resources on the [CSP website](#) for detailed information to support your completion of this form.

The CPAF is made up of 4 key parts;

- Learning Agreement
- Professional Behaviours and Responsibilities
- Learning Domains
- Feedback from Others

Learners are assessed on the following parts at both the halfway and end of placement points:

- **Professional Behaviours and Responsibilities** and
- **Learning Domains**

They MUST both be passed independently by the final assessment.

Despite the **Learning Agreement** and **Feedback from Others** not being formally marked, they do play a vital role in the learner and practice team experience and information recorded here can evidence achievement of the learning domains. Please ensure these parts are completed and discussed between learner and practice educator(s) at regular intervals.

Professional Behaviours and Responsibilities

This part assesses the fundamental professional qualities, competence and behaviour of the learner whilst on placement. They must demonstrate professionalism with adherence to local guidelines, policies and procedures, as well as the HCPC Guidance on Conduct and Ethics for Students (2016) and the CSP Code of Members' Professional Values and Behaviour (2019).

- **Marked as 'Pass/Fail' for ALL learners**
- **The learner MUST pass this section by the end of the placement**
- **Failure in 'Professional Behaviours and Responsibilities' will override 'Learning Domains' and cause the learner to fail the placement at any stage**
- **The options for demonstrating the professional behaviour/responsibility are 'yes or no' with space for comments. If a learner fails to achieve an area of professionalism by the end of the placement, they will be awarded a 'no' and will result in failure of the placement**

I have concerns about a learner's performance, what should I do?

We encourage active use of this part throughout the placement, not waiting for the halfway or end of assessment point. If **AT ANY STAGE** there are concerns about a learner's professional performance, please contact the named university link tutor immediately. **Learners should be given a verbal warning regarding any unsafe practice and/or unprofessional behaviour at the time of the incident. This must then be documented within both 'Professional Behaviours and Responsibilities' and the 'Records of Warning Given' section located in Appendix 1 and must be flagged with the learner's university link tutor at the earliest time possible.**

An action plan must be clearly documented after any verbal and written warnings as well as during the halfway assessment in order to maximise the learner's ability to achieve an acceptable standard of practice.

Please refer to the relevant university processes for further information regarding poor performance.

Learning Domains

There are 10 learning domains;

Personal Development	1. Independent learning
	2. Seeking, reflecting on and responding to feedback
	3. Organisation and prioritisation
Interpersonal Skills	4. Communication
	5. Working with others
	6. Individuals, communities and populations
Decision Making and Implementation	7. Gathering and analysing information
	8. Evidence-based practice
	9. Reasoning and intervention
	10. Recording information

Each learning domain contains 3 associated learning outcomes against which their performance is assessed. The learning domains and their learning outcomes are consistent for ALL learners. Assessment criteria for each of these is shaped to the learners' level of study.

- **This part is marked as either 'Pass/Fail' or 'Graded' dependent on university requirements (using the same assessment criteria)**
- **The learner MUST pass all 10 learning domains by the end of the placement**
- **The learning domain indicates learner achievement by the END of the placement (eg. during the final week)**
- **Summarised marking criteria is provided for each learning domain. Please refer to Appendix 2 for the full marking rubric to help support your assessment**
- **Learners and practice educators are required to assess achievement of the learning domains at both the halfway and end of placement assessment points. This includes;**
 - **'Tick box' or written selection of the most appropriate assessment boundary for each learning domain (including self-evaluation for learners) dependent on whether using editable pdf or word version**
 - **Written feedback after each 'group' of learning domains (personal development, interpersonal skills and decision making and implementation)**

What is required to pass a learning domain?

Using the assessment criteria, practice educator(s) are required to make a professional judgement about the learner's level of ability. Practice educators and learners should select the appropriate ability achievement at both the half way and final assessment points.

As there is variation in what constitutes a pass mark between universities (eg. At some it is 40% and others it is 50%), please check with your local university to ensure that you are aware of their Pass/Fail threshold.

When is written feedback provided?

After each group of learning domains (personal development, interpersonal skills, decision making and implementation), there is space for written feedback by both the practice educator(s) and learner. At the halfway point, please complete the 'action plan' to allow any steps to be put in place within the second half of the placement.

What if a learner is awarded a 'fail' mark at the halfway assessment?

The learning domains indicate learner achievement by the end of the placement and they may not all be met by the halfway point (either via opportunity or performance). If this is the case however, practice educator(s) and learner should work together to ensure the action plan for the second half of placement clearly details the steps that will be put in place to support achievement. If you feel that a learner is at risk of failing this whole section by the end of placement point, this MUST be flagged with the university link tutor at the earliest possible opportunity.

What if a learner is awarded a ‘fail’ mark at end of placement assessment?

- If a learner is awarded a ‘fail’ within one of the three learning outcomes within a learning domain, an overall pass mark for the learning domain is awarded
- If a learner is awarded a ‘fail’ within two or more learning outcomes within a learning domain, an overall pass mark for the learning outcome is not awarded and they will be unable to achieve an overall pass mark
- A learner can fail up to three learning outcomes across different learning domains and still achieve an overall pass mark. If they fail four or more learning outcomes across the ten learning domains, they will be unable to achieve an overall pass mark

What if a learner is assessed using Pass/Fail?

The same assessment criteria are used. Although these learners may not need a formal grade boundary for their assessment, they will receive the same detail of feedback as those who do. This allows learners’ an equal understanding of where they have performed well or where they can further develop and enable them to see how they performed against a graded structure.

What if I feel the learning domain is not achievable in my placement setting?

The learning domains are applicable in a diverse range of placement settings; in person and remote as well as non-patient facing areas of practice. For examples of how they may be demonstrated in different areas with different models of supervision, please refer to the CPAF Guidance Documents. Please seek guidance from the HEI if you deem any of the domains unachievable in your practice environment.

Should practice educators provide a specific % or grade boundary for each learning domain?

Please seek university guidance regarding this.

Is each learning outcome within a domain equally weighted?

Practice educators are encouraged to make a professional judgement here, using their knowledge of the setting and sector. If it is felt that one learning outcome should be weighted higher in their setting this is possible and should be considered in the overall assessment for that specific learning domain.

How is a final award calculated for the learning domains?

For the end of placement assessment, the practice educator(s) will award the appropriate percentage/grade boundary for each learning domain. The final numerical mark should be an overall mark that represents the learner’s performance on placement.

We would like to hear from you! How have you found CPAF? What setting have you used it in? Using what models of supervision? This short survey (taking no more than 5 minutes to complete) will help inform the ongoing development of CPAF and allow a better understanding about where it has been used. Please either follow [this survey link](#) or scan the below QR code to take you to the survey.



Glossary of Terms

Term	Description
Appropriately	Right or suitable for stage of learning, for example what would be a reasonable expectation of a 1 st year student in this setting?
Complex and unpredictable	Events which would not normally occur within day-to-day practice, or which would provide particular challenges to the learner
Critically evaluate/aware	Critical thinking is a process used to think about and evaluate information then reach a conclusion. In this context the word critical is not negative. It means that you should not automatically accept that what you are reading is valid, true, applicable or correct. Instead, you should gather the evidence, acknowledge your own values and beliefs, analyse all aspects and reach your own conclusion
Frequency	<p>Consistently: used to describe a situation where the learner meets the requirements of the criteria >90% of the time. Should be measured over a defined period of performance preceding the half way/final assessment and not over the duration of placement</p> <p>Most: used to describe a situation where the learner meets the requirements of the criteria >60% but <90% of the time</p> <p>Some: used to describe a situation where the learner meets the requirements of the criteria >30% but <60% of the time</p> <p>Occasional/minimal: used to describe a situation where the learner meets the requirements of the criteria <30% of the time</p>
Independent	Capable of acting for oneself or on one's own (proportionate with level of study)
Leadership	Ability to lead, demonstrates leadership qualities e.g. focus on self, working with others or improving healthcare
Prompting	Used to describe a situation where the practice educator provides input to the learner by the use of a key word, indirect or open questioning to facilitate learning
Reflective Practice	The process of reviewing an episode of practice to describe, analyse, evaluate and inform professional learning. New learning modifies previous perceptions, assumptions and understanding and the application of this learning to practice influences interventions and outcomes
Support	Used to describe a situation where the practice educator provides input to the learner by the use of explanations, guidance and direction to facilitate learning

Learning Agreement

Although the learning agreement is **primarily the responsibility of the learner to complete**, it should encourage discussions between a learner and their practice educator(s) as to how any individual areas of learning are addressed.

To get the most out of this section, we recommend completing it during the first week on placement with some preparation ahead of the first day if possible. This is not a 'one-off' – Learning on placement is a continuum from the first day to the last and even beyond. Revisit this section frequently adding to it as the placement progresses to help learners to get the most out from their time in practice.

There are 3 parts to the learning agreement;

- **Factors that may impact on learning**
- **SWOC Analysis (Strengths, Weaknesses, Opportunities, Challenges)**
- **Personal Development Plan**

Learners – Please refer to the [‘Student Guidance Document’](#) for further information, top tips and examples. Please also refer to Appendix 3 for templates to capture reflective practice ‘Learning from doing’ and ‘What? So what? Now what?’

Practice Team – Please refer to the [‘Practice Team Document’](#) for further information regarding how you can support learners to get the most out of this part.

Factors that may impact on learning (*optional*)

This is a space for the learner to share any information that may affect their learning on placement in any way. To encourage dialogue between learner and practice educator(s) and to raise awareness so, if needed, appropriate supportive steps are put in place.

Factors could include (amongst others):

- Concerns about risk of discrimination linked to protected characteristics (age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity)
- Concerns regarding accessibility/access adjustments
- Social or family circumstances such as living environment, caring responsibilities or travel issues
- Health or wellbeing issues relating to physical and/or mental health
- Financial issues such as travel costs or access
- Religious or cultural beliefs, values or practises
- Previous problems encountered during placements
- Previous experiences such as bereavement, personal or family health or wellbeing issues that may be relevant to how the learner experiences the placement setting

Please refer to the student and practice team guidance document(s) for more information and examples.

The CSP promotes anti-discriminatory practice and does not tolerate discrimination of any kind towards any individual

Research and student lived experience tells us that some students experience unacceptable discrimination whilst on placement from both staff and patients. The CSP urge staff and students to report and challenge discriminatory behaviour to the workplace management and the university link tutor where matters should be addressed in line with local policy and procedures. Those experiencing discrimination are encouraged to access available support networks including; Placement Tutors, University pastoral support, NUS student officers, workplace support offered by your placement provider, Student Reps, CSP Diversity Networks, family and friends.

SWOC (Strengths, Weaknesses, Opportunities, Challenges) Analysis - Initial

<p><u>Strengths</u></p> <p>What do you do well? What do others see as your strengths?</p>	<p><u>Weaknesses</u></p> <p>What could you improve? What are you less confident about?</p>
<p><u>Opportunities</u></p> <p>What opportunities are available to you? How can you turn your strengths into opportunities?</p>	<p><u>Challenges</u></p> <p>What challenges or hurdles may you meet along the way?</p>
<p>Date:</p>	

SWOC (Strengths, Weaknesses, Opportunities, Challenges) Analysis - Review

<p><u>Strengths</u></p> <p>What do you do well? What do others see as your strengths?</p>	<p><u>Weaknesses</u></p> <p>What could you improve? What are you less confident about?</p>
<p><u>Opportunities</u></p> <p>What opportunities are available to you? How can you turn your strengths into opportunities?</p>	<p><u>Challenges</u></p> <p>What challenges or hurdles may you meet along the way?</p>
<p>Date:</p>	

Personal Development Plan

What are your individual goals for this placement? *What do YOU want to achieve? Use this information to inform the below table*

Learners Personal Learning Aim (This should be Specific, Measurable, Achievable, Realistic and include a Time frame) <i>(Ask yourself ‘what do I want to achieve? By when? How do I measure success?’)</i>	Anticipated resources required to achieve <i>(Ask yourself ‘what do I need to make this happen? Time, support, people etc’)</i>	Practice Educator Comments	Reflection on Achievement of Learning Aim To be completed by the learner with support from the practice educator	
			Half Way	End of Placement

Learners Personal Learning Aim (This should be Specific, Measurable, Achievable, Realistic and include a Time frame) <i>(Ask yourself 'what do I want to achieve? By when? How do I measure success?')</i>	Anticipated resources required to achieve <i>(Ask yourself 'what do I need to make this happen? Time, support, people etc')</i>	Practice Educator Comments	Reflection on Achievement of Learning Aim To be completed by the learner with support from the practice educator	
			Half Way	End of Placement

End of Placement Assessment		
The learner;	Please Select	Comments
Is fit to practice safely and effectively; with an awareness of their limitations and scope of practice, honesty about their role and consideration of ethical and moral matters.		
Promotes and protects the interests of others; following policies on consent, respecting dignity and promoting equity		
Assesses risks accurately; taking appropriate steps to limit the harm of self and others		
Reports reliably; informing their practice educator of any concerns of safety and putting the wellbeing of others first		
Respects confidentiality; managing sensitive information and only using information for the purpose in which it is given		
Complies with standards of dress, appearance and hygiene in relation to organisational policy		
Is punctual and has good time keeping		
Practice Educators Comments <i>Examples of when these have/have not been followed should be stated specifically as well as advice provided to learner</i>		
Learner Comments <i>Response to comments from Practice Educator(s). Please include verification that you are familiar with the necessary guidance/principles</i>		
Practice Educator Declaration (to be completed at the final assessment)		
From what I have witnessed on this placement, I have no grounds for concern in relation to the learner's professional attitudes and behaviours. All necessary guidance, policies and procedures have been followed with no more than minimal prompting	Signed: Dated:	
The learner has not met these expectations and further information will be provided to the learner and the HEI (see final outcome page)	Signed: Dated:	

Learning Domains

There are 10 learning domains;

Personal Development	1. Independent learning
	2. Seeking, reflecting on and responding to feedback
	3. Organisation and prioritisation
Interpersonal Skills	4. Communication
	5. Working with others
	6. Individuals, communities and populations
Decision Making and Implementation	7. Gathering and analysing information
	8. Evidence-based practice
	9. Reasoning and intervention
	10. Recording information

- *Please refer to the full assessment rubric to further support your completion of this part is found in Appendix 2.*
- *Please also refer to pages 4&5 for more information to support completion of this part and the [CPAF Guidance Documents \(student and practice team\)](#) for examples and top tips.*

1. Independent Learning		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to identify personal learning needs and engage in a personalised development plan	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to identify and use a variety of appropriate learning and development resource	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to reflect on the learning process, resulting in suitable changes to practice	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

2. Seeking, reflecting on and responding to feedback		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to appropriately seek feedback	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to accept and reflect on feedback received	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to modify personal and professional behaviour as needed in response to feedback received	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

3. Organisation and prioritisation		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to plan, organise and prioritise workload using appropriate available resources	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to modify behaviour and actions in response to the demands of the situation, service and/or environment	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to acknowledge and evaluate the impact of their actions on themselves and others	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

Personal Development Feedback

Half-way Feedback		
1. Independent Learning	<u>Learner</u>	<u>Practice Educator(s)</u>
2. Seeking, reflecting on and responding to feedback	<u>Learner</u>	<u>Practice Educator(s)</u>
3. Organisation and prioritisation	<u>Learner</u>	<u>Practice Educator(s)</u>
Half-way Action Plan		
End of Placement Feedback		
1. Independent Learning	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
2. Seeking, reflecting on and responding to feedback	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
3. Organisation and prioritisation	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
	Signed	Dated

*Please refer to page 5 for further details regarding awarding a grade boundary or specific %

4. Communication		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to effectively use a wide range of appropriate communication skills (verbal, non-verbal, written and listening) to both share and receive information	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to modify communication styles to meet the needs of different people	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to professionally engage with digital information and technology as appropriate	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

5. Working with others		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to understand and respect the role and scope of themselves and others	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to build effective and collaborative relationships, engaging with others and working as a team	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to identify and apply leadership skills into the practice environment	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

6. Individuals, communities and populations		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to demonstrate an awareness of the wider determinants of population health	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to identify and understand the impact of health inequalities within the placement setting	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to promote a sense of inclusion and belonging, demonstrating anti-discriminatory behaviour and acting as an advocate for others	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

Interpersonal Skills Feedback

Half-way Feedback		
4. Communication	<u>Learner</u>	<u>Practice Educator(s)</u>
5. Working with others	<u>Learner</u>	<u>Practice Educator(s)</u>
6. Individuals, communities and populations	<u>Learner</u>	<u>Practice Educator(s)</u>
Half-way Action Plan		
End of Placement Feedback		
4. Communication	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
5. Working with others	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
6. Individuals, communities and populations	<u>Learner</u>	<u>Practice Educator(s)</u>
Mark/Grade boundary awarded*		
	Signed	Dated

*Please refer to page 5 for further details regarding awarding a grade boundary or specific %

7. Gathering and analysing information		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to extract relevant information from a range of sources	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to analyse gathered information, drawing reasoned conclusions to identify key issues	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to develop goals and/or objectives to address identified issues	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

8. Evidence-based Practice		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to source research / evidence to inform effective physiotherapy practice	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to evaluate and apply research/ evidence in practice	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to reflect on the application of evidence-based practice	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

9. Reasoning and Intervention		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to reason appropriate interventions to the needs of the setting and/or person	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to (safely) apply interventions appropriate to the needs of the setting and/or person	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

10. Recording Information		
	Half way	End of placement
	Please type one of the appropriate assessment bandings as per the criteria box below (eg. Very good)	
Ability to identify and structure relevant information to record, demonstrating evidence of reasoning	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Considering its purpose, is able to appropriately select and use a wide range of approaches and formats to record information	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator
Ability to modify the approach and/or technique to record information	Learner self-evaluation	Learner self-evaluation
	Practice Educator	Practice Educator

Assessment criteria	
Outstanding (90-100%)	Consistently achieves without support
Exceptional (80-89%)	Achieves most of the time without support
Excellent (70-79%)	Appropriately and proactively seeks support to achieve
Very Good (60-69%)	Appropriately seeks support to achieve
Good* (50-59%)	Requires support to achieve
Satisfactory* (40-49%)	Requires significant support to achieve
Fail (30-39%)	Does not achieve despite feedback and support
Fail (0-29%)	Does not achieve despite significant feedback and support

* Please check with the learners university to ensure that you are aware of their Pass/Fail threshold

Decision Making and Implementation Feedback

Half-way Feedback		
7. Gathering and analysing information	<u>Learner</u>	<u>Practice Educator(s)</u>
8. Evidence-based practice	<u>Learner</u>	<u>Practice Educator(s)</u>
9. Reasoning and intervention	<u>Learner</u>	<u>Practice Educator(s)</u>
10. Recording information	<u>Learner</u>	<u>Practice Educator(s)</u>
Half-way Action Plan		
End of Placement Feedback		
7. Gathering and analysing information	<u>Learner</u>	<u>Practice Educator(s)</u>
<i>Mark/Grade boundary awarded*</i>		
8. Evidence-based practice	<u>Learner</u>	<u>Practice Educator(s)</u>
<i>Mark/Grade boundary awarded*</i>		
9. Reasoning and intervention	<u>Learner</u>	<u>Practice Educator(s)</u>
<i>Mark/Grade boundary awarded*</i>		
10. Recording information	<u>Learner</u>	<u>Practice Educator(s)</u>
<i>Mark/Grade boundary awarded*</i>		
	Signed	Dated

*Please refer to page 5 for further details regarding awarding a grade boundary or specific %

Feedback from Others

Throughout the course of the placement the learner will likely be working alongside others possibly including service users, members of the MDT and those in non-clinical roles. Feedback from such people is extremely valuable.

Although this part is not compulsory, we strongly encourage active use throughout the practice placement.

Please use the space below to provide feedback to the learner, this may be anonymous.

Final Assessment Summary

To be completed by the Practice Educator following the End of Placement assessment.

Professional Behaviours and Responsibilities				
Learning Domains				
		Pass	Fail	% or grade boundary (see p5 for details)
Personal Development	1. Independent Learning			
	2. Seeking, reflecting on and responding to feedback			
	3. Organisation and prioritisation			
Interpersonal Skills	4. Communication			
	5. Working with others			
	6. Individuals, communities and populations			
Decision Making and Implementation	7. Gathering and analysing information			
	8. Evidence-based practice			
	9. Reasoning and intervention			
	10. Recording information			
Overall Learning Domain Assessment				% or grade boundary
Hours of Placement Completed				

Signed	Dated	Professional Role

Record of Placement Hours

	Number of hours	Comments, Dates of absence, Reasons for absence (if appropriate)		Number of hours	Comments, Dates of absence, Reasons for absence (if appropriate)
Week 1			Week 9		
Week 2			Week 10		
Week 3			Week 11		
Week 4			Week 12		
Week 5			Week 13		
Week 6			Week 14		
Week 7			Week 15		
Week 8			Week 16		

Total Hours completed =		
	Signed	Dated
Practice Educator		
Learner		

Appendices

- Appendix 1. Record of warnings given
- Appendix 2. Learning domains – full assessment rubric
- Appendix 3. Reflective practice templates
- Appendix 4. Additional SWOC Analysis

Appendix 1. Record of warnings given

If the outcome is a FAIL of the placement, the University Link Tutor must be contacted to support the learner and the practice educator.

REASON FOR WARNING	ACTION TAKEN	ACTION PLAN	NAME AND SIGNATURE	DATE
			Practice Educator	
			Learner	
			Link Tutor	

Appendix 2. Learning Domains-Full marking rubric

1. Independent Learning								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to identify personal learning needs and engage in a personalised development plan	Consistently aware of own learning needs and without support uses appropriate strategies to further their professional development	Demonstrates awareness of own learning needs most of the time and without support uses appropriate strategies to further their professional development	Appropriately and proactively seeks support to identify own learning needs and develop strategies to further their professional development	Appropriately seeks support to identify own learning needs or develop strategies to further their professional development	Requires support to identify own learning needs or develop strategies to further their professional development	Requires significant support to identify own learning needs or develop strategies to further their professional development	Despite feedback and support, fails to identify own learning needs. Dependent upon educator to plan for professional development	Despite significant feedback, fails to identify and plan for professional development. Dependent upon educator to plan for professional development
Ability to identify and use a variety of appropriate learning and development resource	Consistently identifies and utilises a range of learning and development resources and opportunities without support	Demonstrates an ability to identify and utilise a range of learning and development resources and opportunities most of the time without support	Appropriately and proactively seeks support to identify and utilise a range of learning and development resources and opportunities	Appropriately seeks support to identify and utilise a range of learning and development resources and opportunities	Requires support to identify learning or development resources and opportunities	Requires significant support to identify learning and development resources and opportunities	Despite feedback and support, fails to identify learning and development resources and opportunities	Despite significant feedback and support fails to identify learning and development resources and opportunities
Ability to reflect on the learning process, resulting in suitable changes to practice	Consistently demonstrates reflection without support resulting in suitable changes in practice	Demonstrates an ability to reflect resulting in suitable changes in their practice most of the time without support	Appropriately and proactively seeks support when reflecting to ensure suitable changes in their practice	Appropriately seeks support when reflecting to ensure suitable changes in their practice	Recognises value of reflective practice but requires support to evaluate and alter practice	Recognises value of reflective practice but requires significant support to evaluate and alter practice	Despite feedback and support, fails to reflect on practice and does not recognise its value	Despite significant feedback and support, fails to reflect on practice and does not recognise its value

2. Seeking, reflecting on and responding to feedback								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to appropriately seek feedback	Consistently able to appropriately seek feedback without support	Demonstrates an ability to appropriately seek feedback most of the time without support	Appropriately and proactively seeks feedback	Appropriately seeks feedback	Requires prompting to seek feedback	Requires significant prompting to seek feedback	Despite prompting, feedback and support fails to achieve	Despite significant prompting and feedback and support fails to achieve
Ability to accept and reflect on feedback received	Consistently able to accept and reflect on feedback received without support	Demonstrates an ability to accept and reflect on feedback received most of the time without support	Accepts and appropriately reflects on feedback received	Requires minimal support to accept and reflect on feedback received	Requires moderate support to accept and reflect on feedback received	Requires significant support to accept and reflect on feedback received	Despite feedback and support, fails to accept and reflect on feedback received	Despite significant support fails to reflect on feedback received
Ability to modify personal and professional behaviour as needed in response to feedback received	Consistently demonstrates the ability to modify personal and professional behaviour as needed in response to feedback received without support	Demonstrates the ability to modify personal and professional behaviour as needed in response to feedback received most of the time without support	Demonstrates the ability to modify personal or professional behaviour as needed in response to feedback received	Requires minimal support to modify personal or professional behaviour as needed in response to feedback received	Recognises value of feedback but requires support to modify personal or professional behaviour	Recognises value of feedback but requires significant support to modify personal or professional behaviour	Despite feedback and support fails to modify personal or professional behaviour as needed in response to feedback received	Despite significant feedback and support fails to modify personal or professional behaviour as needed in response to feedback received

3. Organisation and Prioritisation								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to plan, organise and prioritise workload using appropriate available resources	Consistently able to plan, organise and prioritise workload using appropriate resources without support	Demonstrates an ability to plan, organise and prioritise workload most of the time using appropriate resources without support	Appropriately and proactively seeks support to plan, organise and prioritise workload using appropriate resources	Appropriately seeks support to plan, organise and prioritise workload using appropriate resources	Requires support to plan, organise and prioritise workload using appropriate resources	Requires support and significant prompting to plan, organise and prioritise workload using appropriate resources	Despite support and prompting, fails to plan, organise and prioritise workload using appropriate resources	Despite significant feedback and support fails to plan, organise and prioritise workload using appropriate resources
Ability to modify behaviour and actions in response to the demands of the situation, service and/or environment	Consistently able to modify personal behaviour & actions in response to feedback to meet the demands of a situation without support	Demonstrates an ability to modify personal behaviour & actions in response to feedback to meet the demands of a situation most of the time without support	Appropriately and proactively seeks support when modifying personal behaviour & actions in response to feedback to meet the demands of a situation	Appropriately seeks minimal support to modify personal behaviour & actions in response to feedback to meet the demands of a situation	Requires support to modify personal behaviour & actions in response to feedback to meet the demands of a situation	Requires significant support to modify personal behaviour & actions in response to feedback to meet the demands of a situation	Despite support, fails to modify personal behaviour & actions in response to feedback to meet the demands of a situation	Despite significant support fails to modify personal behaviour & actions in response to feedback to meet the demands of a situation
Ability to acknowledge and evaluate the impact of their actions on themselves and others	Consistently able to acknowledge and evaluate the impact of their actions on themselves and others without support	Demonstrates an ability to acknowledge and evaluate the impact of their actions on themselves and others without support	Proactively seeks support to acknowledge and evaluate the impact of their actions on themselves and others	Appropriately seeks minimal support to acknowledge the impact of their actions on themselves and others	Requires support to acknowledge the impact of their actions on themselves and others	Requires significant support to acknowledge the impact of their actions on themselves and others	Despite support fails to acknowledge the impact of their actions on themselves and others	Despite significant support fails to demonstrate the ability to acknowledge the impact of their actions on themselves and others

4. Communication

	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to effectively use a wide range of appropriate communication skills (verbal, non-verbal, written and listening) to both share and receive information	Consistently able to effectively use a wide range of appropriate communication skills to both share and receive information without support	Demonstrates an ability to effectively use a wide range of appropriate communication skills to both share and receive information most of the time without support	Demonstrates an ability to effectively use a wide range of appropriate communication skills to both share and receive information appropriately and proactively seeking support when needed	Appropriately seeks minimal support to effectively use a wide range of appropriate communication skills to both share and receive information	Requires support to effectively use a wide range of appropriate communication skills to both share and receive information	Requires support and significant prompting to effectively use a wide range of appropriate communication skills to both share and receive information	Despite support and prompting, fails to effectively communicate when both sharing and receiving information	Despite significant feedback and support fails to effectively communicate when both sharing and receiving information
Ability to modify communication styles to meet the needs of different people	Consistently able to adapt communication in the context of cultural, psychological, and social needs during interactions with others without support	Demonstrates an ability to adapt communication in the context of cultural, psychological, and social needs during interactions with others most of the time without support	Appropriately and proactively seeks support to be able to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others	Appropriately seeks minimal support to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others	Requires support to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others	Requires significant support to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others	Despite support, fails to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others	Despite significant support fails to adapt communication in the context of any of the following; cultural, psychological, and social needs during interactions with others
Ability to professionally engage with digital information and technology as appropriate	Consistently able to engage with digital information and technology appropriately without support	Demonstrates an ability to engage with digital information and technology appropriately most of the time without support	Appropriately and proactively seeks support when engaging with digital information and technology	Appropriately seeks minimal guidance to engage with digital information and technology	Requires support to engage with digital information and technology	Requires significant support to engage with digital information and technology	Despite support fails to appropriately engage with digital information and technology	Despite significant support fails to appropriately engage with digital information and technology

5. Working with Others								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to understand and respect the role and scope of themselves and others	Consistently able to analyse the role and scope of Physiotherapy specific to the placement area without support	Demonstrates an ability to analyse the role and scope of Physiotherapy specific to the placement area most of the time without support	Appropriately and proactively demonstrates an awareness of the role and scope of Physiotherapy specific to the placement area	Appropriately requires minimal support when analysing the role and scope of Physiotherapy specific to the placement area	Requires support when analysing the role and scope of Physiotherapy specific to the placement area	Requires support and significant prompting when analysing the role and scope of Physiotherapy specific to the placement area	Despite support and prompting, fails to analyse the role and scope of Physiotherapy specific to the placement area	Despite significant feedback and support fails to analyse the role and scope of Physiotherapy specific to the placement area
Ability to build effective and collaborative relationships, engaging with others and working as a team	Consistently able to build effective and collaborative relationships, engaging with others and working as a team without support	Demonstrates an ability to build effective and collaborative relationships, engaging with others and working as a team most of the time without support	Appropriately and proactively seeks opportunities to build effective and collaborative relationships, engaging with others and working as a team	Appropriately requires minimal support to build effective and collaborative relationships, engaging with others and working as a team	Requires support to build effective and collaborative relationships, engaging with others and working as a team	Requires significant support to build effective and collaborative relationships, engaging with others and working as a team	Despite support, fails to build effective and collaborative relationships, engaging with others and working as a team	Despite significant support fails to build effective and collaborative relationships, engaging with others and working as a team
Ability to identify and apply leadership skills into the practice environment	Consistently applies leadership skills into the practice environment without support	Demonstrates an ability to apply leadership skills into the practice environment without support	Appropriately and proactively seeks opportunities to apply leadership skills into the practice environment	Appropriately requires minimal guidance when apply leadership skills into the practice environment	Requires support to apply leadership skills into the practice environment	Requires significant support to apply leadership skills into the practice environment	Despite support fails to apply leadership skills into the practice environment	Despite significant support fails to demonstrate the ability to apply leadership skills into the practice environment

6. Individuals, communities and populations								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to demonstrate an awareness of the wider determinants of population health	Consistently aware of the wider determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities without support	Demonstrates an awareness of the wider determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities most of the time without support	Appropriately and proactively seeks support to demonstrate an awareness of determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities	Appropriately seeks minimal support to examine wider determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities	Requires support to examine the wider determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities	Requires significant support to examine the wider determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities	Despite support fails to be able to examine the determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities	Despite significant support fails to be able to examine the determinants of population health within the placement setting, promoting wellbeing and preventing ill health of people and their communities
Ability to identify and understand the impact of health inequalities within the placement setting	Consistently able to identify and understand the impact of health inequalities within the placement setting without support	Demonstrates an ability to identify and understand the impact of health inequalities within the placements setting most of the time without support	Demonstrates an ability to identify and understand selective impacts of health inequalities within the placement setting, appropriately and proactively seeking support as required	Appropriately seeks minimal support to identify and/or understand the impact of health inequalities within the placement setting	Requires support to identify and/or understand the impact of health inequalities within the placement setting	Requires significant support to identify and/or understand the impact of health inequalities within the placement setting	Despite support, fails to identify and/or understand the impact of health inequalities within the placement setting	Despite significant support, fails to identify and/or understand the impact of health inequalities within the placement setting
Ability to promote a sense of inclusion and belonging, demonstrating anti-discriminatory behaviour and acting as an advocate for others	Consistently able to promote a sense of inclusion and belonging, demonstrating anti-discriminatory	Demonstrates an ability to promote a sense of inclusion and belonging, demonstrating anti-discriminatory	Demonstrates an awareness of promoting a sense of inclusion and belonging, demonstrating anti-discriminatory	Appropriately seeks minimal support to promote a sense of inclusion and belonging, demonstrating anti-	Requires support to promote a sense of inclusion and belonging, demonstrating anti-discriminatory behaviour and	Requires significant support to promote a sense of inclusion and belonging, demonstrating	Despite support, fails to promote a sense of inclusion and belonging, demonstrating anti-discriminatory behaviour and	Despite significant support, fails to promote a sense of inclusion and belonging, demonstrating

	behaviour and acting as an advocate for others without support	behaviour and acting as an advocate for others most of the time without support	behaviour and acting as an advocate for others, appropriately and proactively seeking support as required	discriminatory behaviour and acting as an advocate for others	acting as an advocate for others	anti-discriminatory behaviour and acting as an advocate for others.	acting as an advocate for others.	anti-discriminatory behaviour and acting as an advocate for others.
--	---	--	---	---	----------------------------------	---	-----------------------------------	---

7. Gathering and analysing information								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to extract relevant information from a range of sources	Consistently able to extract relevant information from a range of sources and situations addressing ethical and professional issues without support	Demonstrates an ability to extract relevant information from a range of sources and situations addressing ethical and professional issues most of the time without support	Demonstrates an ability to extract relevant information from a range of sources and situations, appropriately and proactively seeking support as required	Appropriately seeks minimal support to be able to extract relevant information from selective sources and situations	Requires support to extract relevant information from selective sources and situations	Requires support and significant prompting to extract relevant information from selective sources and situations	Despite support and prompting, fails to extract relevant information from selective sources and situations	Despite significant feedback and support fails to extract relevant information from selective sources and situations
Ability to analyse gathered information, drawing reasoned conclusions to identify key issues	Consistently able to analyse information from a range of sources and situations and drawing reasoned conclusions without support	Demonstrates an ability to analyse information from a range of sources and situations and drawing reasoned conclusions most of the time without support	Demonstrates an ability to analyse information from a range of sources and situations and drawing reasoned conclusions appropriately and proactively seeking support as required	Appropriately seeks minimal support to be able to analyse information from a range of sources and situations and drawing reasoned conclusions	Requires support to analyse information from a limited range of sources and situations and drawing reasoned conclusions	Requires significant support to analyse information from a limited range of sources and situations and drawing reasoned conclusions	Despite support fails to analyse information from a range of sources and situations	Despite significant support fails to analyse information from a range of sources and situations
Ability to develop goals and/or objectives to address identified issues	Consistently develops goals and/or objectives to address identified issues without support	Demonstrates the development of goals and/or objectives to address identified issues most of the time without support	Demonstrates the development of goals and/or objectives to address identified issues appropriately and proactively seeking support as required	Appropriately seeks minimal support to develops goals and/or objectives to address identified issues	Requires support to develop goals and/or objectives to address identified issues	Requires significant support to develop goals and/or objectives to address identified issues	Despite support fails to develop goals and/or objectives to address identified issues	Despite significant support fails to develop goals and/or objectives to address identified issues

8. Evidence-based practice

	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to source research / evidence to inform effective physiotherapy practice	Consistently able to source appropriate research/evidence to inform effective physiotherapy practice without support	Demonstrates an ability to source appropriate research/evidence to inform effective physiotherapy practice most of the time without support	Demonstrates an ability to source selective research/evidence to inform effective physiotherapy practice, appropriately and proactively seeks support as needed	Appropriately seeks minimal support to source appropriate research/evidence to inform effective physiotherapy practice	Requires support to source appropriate research/evidence to inform effective physiotherapy practice	Requires support and significant prompting to source appropriate research/evidence to inform effective physiotherapy practice	Despite support and prompting, fails to source appropriate research/evidence to inform effective physiotherapy practice	Despite significant feedback and support fails to source appropriate research/evidence to inform effective physiotherapy practice
Ability to evaluate and apply research/evidence in practice	Consistently able to evaluate and apply research/evidence in practice without support	Demonstrates an ability to evaluate and apply research/evidence in practice most of the time without support	Demonstrates an ability to evaluate and use aspects of the research/ evidence in practice appropriately and proactively seeks support as needed	Appropriately seeks minimal support to evaluate and use aspects of the research/ evidence in practice	Requires support to evaluate and use aspects of the research/ evidence in practice	Requires significant support to evaluate and use aspects of the research/ evidence in practice	Despite support fails to use the research/evidence base to make a reasoned decision for effective physiotherapy practice	Despite significant support fails to use the research/evidence base to make a reasoned decision for effective physiotherapy practice
Ability to reflect on the application of evidence-based practice	Consistently able to reflect on their application of evidence-based practice without support	Demonstrates an ability to reflect on their application of evidence-based practice most of the time without support	Developing an ability to reflect on their application of evidence-based practice, appropriately and proactively seeks support as needed	Appropriately seeks minimal support to reflect on their application of evidence-based practice	Requires support to reflect on their application of evidence-based practice	Requires significant support to reflect on their application of evidence-based practice	Despite support fails to demonstrate the ability to reflect on their application of evidence-based practice	Despite significant support fails to demonstrate the ability to reflect on their application of evidence-based practice

9. Reasoning and Intervention								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good* (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to reason appropriate interventions to the needs of the setting and/or person	Consistently able to choose relevant interventions appropriate to the needs of the setting and/or person without support	Demonstrates an ability to choose relevant interventions appropriate to the needs of the setting and/or person most of the time without support	Demonstrates an ability to choose some relevant interventions appropriate to the needs of the setting and/or person, appropriately and proactively seeking support	Appropriately seeks minimal support to choose relevant interventions appropriate to the needs of the setting and/or person	Requires support to choose relevant interventions appropriate to the needs of the setting and/or person	Needs support and significant prompting to choose relevant interventions appropriate to the needs of the setting and/or person	Despite support and prompting, fails to choose relevant interventions appropriate to the needs of the setting and/or person	Despite significant feedback and support fails to choose relevant interventions appropriate to the needs of the setting and/or person
Ability to (safely) apply interventions appropriate to the needs of the setting and/or person	Consistent able to safely apply relevant interventions appropriate to the needs of the setting and/or person without support	Demonstrates an ability to safely apply relevant interventions appropriate to the needs of the setting and/or person most of the time without support	Demonstrates an ability to safely apply relevant interventions appropriate to the needs of the setting and/or person most of the time appropriately and proactively seeking support	Appropriately seeks minimal support to safely apply relevant interventions appropriate to the needs of the setting and/or person	Requires support to safely apply relevant interventions appropriate to the needs of the setting and/or person	Requires significant support to safely apply relevant interventions appropriate to the needs of the setting and/or person	Despite support fails to safely apply relevant interventions appropriate to the needs of the setting and/or person	Despite significant support fails to safely apply relevant interventions appropriate to the needs of the setting and/or person

Ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Consistently able to monitor and review the ongoing effectiveness of interventions and modify if appropriate without support	Demonstrates an ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate most of the time without support	Developing an awareness in recognising their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate, proactively seeking support	Appropriately seeks minimal support to recognise their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Requires support to recognise their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Requires significant support to recognise their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Despite support fails to recognise their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate	Despite significant support fails to recognise their ability to monitor and review the ongoing effectiveness of interventions and modify if appropriate
---	---	---	---	--	---	---	--	--

10. Recording Information								
	Outstanding (90-100%)	Exceptional (80-89%)	Excellent (70-79%)	Very Good (60-69%)	Good (50-59%)	Satisfactory* (40-49%)	Fail (30-39%)	Fail (0-29%)
Ability to identify and structure relevant information to record, demonstrating evidence of reasoning	Consistently developing an awareness to identify and structure relevant information to record, demonstrating evidence of reasoning without support	Developing an awareness to identify and structure relevant information to record, demonstrating evidence of reasoning most of the time without support	Developing an awareness to identify and structure relevant information to record, demonstrating evidence of reasoning, appropriately and proactively seeking support	Requires minimal guidance to demonstrate a developing awareness to identify and structure relevant information to record	Requires support to identify and structure relevant information to record	Requires support and significant prompting to identify and structure relevant information to record	Despite support and prompting, fails to identify and structure relevant information to record	Despite significant feedback and support, fails to identify and structure relevant information to record
Considering its purpose, is able to appropriately select and use a wide range of approaches and formats to record information	Consistently able to appropriately select and use a wide range of approaches and formats to record information without support	Demonstrates an ability to appropriately select and use a wide range of approaches and formats to record information most of the time without support	Demonstrates an awareness of selecting and using a wide range of approaches and formats to record information appropriately and proactively seeking support	Requires minimal support to select and use a range of approaches and formats to record information	Requires support to select and use a range of approaches and formats to record information	Requires significant support to select and use a range of approaches and formats to record information	Despite support, fails to select and use a range of approaches and formats to record information	Despite significant support fails to select and use a range of approaches and formats to record information

Ability to modify the approach and/or technique to record information	Consistently able to reflect on and modify their approach and/or technique when recording information without support	Demonstrates an ability to reflect on and modify their approach and/or technique when recording information most of the time without support	Demonstrates an awareness of how to modify their approach and/or technique when recording information appropriately and proactively seeking support	Requires minimal support to reflect on and modify their approach and/or technique when recording information	Requires support to reflect on and modify their approach and/or technique when recording information	Requires significant support to reflect on and modify their approach and/or technique when recording information	Despite support fails to reflect on and modify their approach and/or technique when recording information	Despite significant support fails to reflect on and modify their approach and/or technique when recording information
--	---	--	---	---	---	---	--	--

Appendix 3. Reflective Practice Templates

This section includes two templates to support you reflecting on your practice whilst on placement. Reflection may take different forms and there are no right or wrong ways to do it. You may choose to write them down using the templates attached, record them on your phone or speak them out loud. What is important is that you engage in reflective practice, asking yourself the questions highlighted amongst others. This adds layers to your learning, deepens your understanding and can support your achievement within the learning domains.

The CSP ePortfolio is an online digital portfolio of your work, reflections and achievement. It contains lots of different Continual Professional Development (CPD) templates and allows you to share content with others, including your practice educator(s). This tool is available to members of the CSP. Please [visit the CSP ePortfolio pages](#) of the web site to find out more.

Learning from doing¹

Describe briefly a recent significant experience in your professional life	
What did you do...	and why?
What went well?...	and what could have been better?
What would you do differently, if anything, if faced with a similar situation again?	How did you feel during the experience?
Describe what you learnt from this experience (learning outcomes)	
What is your action plan from this incident?	
Date:	
Review Date:	
I can use this evidence for: appraisal / HCPC CPD / KSF / other* (*Delete/indicate as appropriate)	

¹ Prompts based on Kolb DA (1984) *Experiential learning: experience as the source of learning and development*. Upper Saddle River, NJ; Prentice-Hall

What? So what? Now what?²

What? (This is the description & self-awareness level. All questions start with the word what e.g. What happened? What did I do? What was I trying to achieve? What was good/bad about the situation?)

So what? (This is the level of analysis and evaluation. All questions start with the phrase so what? e.g. So what is the importance of this? So what more do I need to know about this? So what have I learnt about this?)

Now what? (This is the level of synthesis. All questions start with the phrase now what? e.g. now what could/should I do? Now what do I need to do? Now what might be the consequences of this action?)

Date:

Review Date:

I can use this evidence for: appraisal / HCPC CPD / KSF / other*
(*Delete/indicate as appropriate)

² Borton T (1970) *Reach, touch and teach: student concerns and process education*. New York: McGraw Hill

Appendix 4. Additional SWOC Analysis

<p><u>Strengths</u></p> <p>What do you do well? What do others see as your strengths?</p>	<p><u>Weaknesses</u></p> <p>What could you improve? What are you less confident about?</p>
<p><u>Opportunities</u></p> <p>What opportunities are available to you? How can you turn your strengths into opportunities?</p>	<p><u>Challenges</u></p> <p>What challenges or hurdles may you meet along the way?</p>
<p>Date:</p>	