

The Health Professions Council is committed to equal opportunities. Assessment of performance is objectively based on an individual's ability. You must guard against unfair discrimination. Please read attached notes for guidance.

Personal Details

| Name | | | | | | | | | | Re | g No | o. | | | |
|-----------------------------|---|--|--|--|------|------|-----|------|----|----|------|----|--|--|--|
| Length of time as RA | | | | | Date | e of | app | rais | al | | | | | | |
| Period covered by Appraisal | I | | | | | | | | | | | | | | |
| Name of fellow Assessor | | | | | | | | | | | | | | | |
| Name of HPC Evaluator | | | | | | | | | | | | | | | |

Competency Types

Knowledge of Key Legislation Governing the HPC Application of Relevant Procedure Understanding of the Role Decision Making Working in a Collaborative and Professional manner Communication

Rating scale

- 5 Outstanding Performance
- 4 Exceeds the requirements of the role
- 3 Good Performance meets the requirements of the role
- 2 Limited Performance shows some minor weaknesses
- 1 Poor Performance shows significant weakness, further training needed

1. Knowledge of Key Legislation Governing the HPC

| Self Assessment: | Ra | ting | | | |
|---|-----|------|---|---|---|
| Awareness of legislation governing HPC | 5 | 4 | 3 | 2 | 1 |
| Understands the goals and objectives of the HPC | 5 | 4 | 3 | 2 | 1 |
| • Awareness of the issues relating to and relevant of diversity and equality. | 5 | 4 | 3 | 2 | 1 |
| Assessment of fellow Assessor: | Ra | ting | | | |
| Awareness of legislation governing HPC | 5 | 4 | З | 2 | 1 |
| Understands the goals and objectives of the HPC | 5 | 4 | З | 2 | 1 |
| • Awareness of the issues relating to and relevant of diversity and equality. | 5 | 4 | 3 | 2 | 1 |
| HPC Assessment of Partner: | Rat | ting | | | |
| Awareness of legislation governing HPC | 5 | 4 | З | 2 | 1 |
| Understands the goals and objectives of the HPC | 5 | 4 | З | 2 | 1 |
| • Awareness of the issues relating to and relevant of diversity and equality. | 5 | 4 | 3 | 2 | 1 |
| | | | | | |

Rationale for rating other than 3

2. Application of Relevant Procedures

| Self Assessment: | Ra | ting | | | | |
|---|----|------|---|---|---|--|
| Is aware of and applies the relevant tests and processes for each type of applicant | 5 | 4 | З | 2 | 1 | |
| Asks for support /clarification where necessary | 5 | 4 | З | 2 | 1 | |
| No more than 2 appeals upheld within the last 12 months | 5 | 4 | 3 | 2 | 1 | |
| Assessment of fellow Assessor: | Ra | ting | | | | |
| Is aware of and applies the relevant tests and processes for each type of applicant | 5 | 4 | З | 2 | 1 | |
| Asks for support /clarification where necessary | 5 | 4 | З | 2 | 1 | |
| No more than 2 appeals upheld within the last 12 months | 5 | 4 | 3 | 2 | 1 | |
| HPC Assessment of Partner: | Ra | ting | | | | |
| Is aware of and applies the relevant tests and processes for each type of applicant | 5 | 4 | З | 2 | 1 | |
| Asks for support /clarification where necessary | 5 | 4 | З | 2 | 1 | |
| No more than 2 appeals upheld within the last 12 months | 5 | 4 | 3 | 2 | 1 | |

Rationale for rating other than 3

3. Understanding of the Role

| Self Assessment: | Rating |
|---|-----------|
| Demonstrates up to date knowledge for the role | 5 4 3 2 1 |
| Can be relied to return the assessment within 10 working days | 5 4 3 2 1 |
| Appreciates the impact of the process on the candidate | 5 4 3 2 1 |
| Assessment of fellow Assessor: | Rating |
| Demonstrates up to date knowledge for the role | 5 4 3 2 1 |
| Can be relied to return the assessment within 10 working days | 5 4 3 2 1 |
| Appreciates the impact of the process on the candidate | 5 4 3 2 1 |
| HPC Assessment of Partner: | Rating |
| Demonstrates up to date knowledge for the role | 5 4 3 2 1 |
| Can be relied to return the assessment within 10 working days | 5 4 3 2 1 |
| Appreciates the impact of the process on the candidate | 5 4 3 2 1 |

Rationale for rating other than 3

4. Decision Making

| Self Assessment: | Ra | ting | I | | | |
|--|----|------|---|---|---|--|
| • Reaches non discriminatory, objective decisions based on fact and available evidence | 5 | 4 | З | 2 | 1 | |
| Supports decision with sound and relevant reasoning | 5 | 4 | З | 2 | 1 | |
| Able to reach difficult decisions, regardless of external pressures | 5 | 4 | З | 2 | 1 | |
| Requests further information where necessary | 5 | 4 | 3 | 2 | 1 | |
| Assessment of fellow Assessor: | Ra | ting | I | | | |
| Reaches non discriminatory, objective decisions based on fact and available evidence | 5 | 4 | 3 | 2 | 1 | |
| Supports decision with sound and relevant reasoning | 5 | 4 | З | 2 | 1 | |
| Able to reach difficult decisions, regardless of external pressures | 5 | 4 | З | 2 | 1 | |
| Requests further information where necessary | 5 | 4 | 3 | 2 | 1 | |
| HPC Assessment of Partner: | Ra | ting | J | | | |
| • Reaches non discriminatory, objective decisions based on fact and available evidence | 5 | 4 | 3 | 2 | 1 | |
| Supports decision with sound and relevant reasoning | 5 | 4 | 3 | 2 | 1 | |
| Able to reach difficult decisions, regardless of external pressures | 5 | 4 | 3 | 2 | 1 | |
| Requests further information where necessary | 5 | 4 | 3 | 2 | 1 | |

Rationale for rating other than 3

5. Working in a collaborative and professional manner

| Self Assessment: | Rating |
|--|-----------|
| Upholds confidentiality at all times | 5 4 3 2 1 |
| Handles differences of opinion constructively and professionally | 5 4 3 2 1 |
| Willing to receive feedback and learn from others | 5 4 3 2 1 |
| Assessment of fellow Assessor: | Rating |
| Upholds confidentiality at all times | 5 4 3 2 1 |
| Handles differences of opinion constructively and professionally | 5 4 3 2 1 |
| Willing to receive feedback and learn from others | 5 4 3 2 1 |
| HPC Assessment of Partner: | Rating |
| Upholds confidentiality at all times | 5 4 3 2 1 |
| Handles differences of opinion constructively and professionally | 5 4 3 2 1 |
| Willing to receive feedback and learn from others | 5 4 3 2 1 |

Rationale for rating other than 3

6. Communication

| Self Assessment: | Rating |
|--|-----------|
| Adopts a non-confrontational and tactful communication style | 5 4 3 2 1 |
| Clearly presented reports | 5 4 3 2 1 |
| Is open to ideas from others | 5 4 3 2 1 |
| Assessment of fellow Assessor: | Rating |
| Adopts a non-confrontational and tactful communication style | 5 4 3 2 1 |
| Clearly presented reports | 5 4 3 2 1 |
| Is open to ideas from others | 5 4 3 2 1 |
| HPC Assessment of Partner: | Rating |
| Adopts a non-confrontational and tactful communication style | 5 4 3 2 1 |
| Clearly presented reports | 5 4 3 2 1 |
| Is open to ideas from others | 5 4 3 2 1 |

Rationale for rating other than 3

| Partner signature | HPC Evaluator signature |
|-------------------|-------------------------|
| | |
| | |