

Post-qualifying standards for social work practice supervisors in adult social care development recommended pathway portfolio

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| --- | --- |
| **Supervisor name** |  |
| **Mentor name** |  |
| **Start date of the pathway** |  |
| **Employing organisation** |  |

## Portfolio contents/checklist

Portfolio introduction:

* Heading page.
* Portfolio contents/checklist.
* Supervisor profile.

Part one: Initial review:

* Self-assessment of confidence against the eight outcome statements.
* Initial, formative observation.
* Personal Development Plan: Part one.

Part 2: Mid-point review

* Self-assessment of confidence against the eight outcome statements.
* Supervisee feedback.
* Direct Observation.
* Personal Development Plan: Part two.
* Critical reflection piece.

Part 3: End-point review

* Self-assessment of confidence against the eight outcome statements.
* Supervisee feedback.
* Direct observation.
* Personal Development Plan: Part three.
* Final critical reflection piece.

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| Supervisor profileIn no more than 200 words explain your current role and your experience with supervising social workers |
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# Part One: Initial review

In preparation for your initial review and PDP conversation with your assessor, you need to complete a formative self-assessment against the [eight outcome statements for the Post-qualifying Standards for Social Work Practice Supervisors in Adult Social Care](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/762818/Post-qualifying_standards_for_social_work_supervisors.pdf) in the table below. You should self-assess your confidence relating to each statement, with ‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’

|  |  |
| --- | --- |
| **Outcome statement** | **Confidence score**‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’ |
| Values and ethics | 1 | 2 | 3 | 4 | 5 |
| Influencing and governing practice excellence within the organisation and community | 1 | 2 | 3 | 4 | 5 |
| Developing confident and capable social workers | 1 | 2 | 3 | 4 | 5 |
| Assuring good social work practice and development | 1 | 2 | 3 | 4 | 5 |
| Promoting and supporting critical analysis decision making | 1 | 2 | 3 | 4 | 5 |
| Relationship-based practice supervision | 1 | 2 | 3 | 4 | 5 |
| Effective use of power and authority as a supervisor | 1 | 2 | 3 | 4 | 5 |
| Performance management and improvement | 1 | 2 | 3 | 4 | 5 |

## Direct observation

Initial formative observation template

A minimum of one initial formative observation and two direct observations are to be completed by the mentor of the supervisor. These should be planned in advance to enable the supervisor to evidence progressive development in their professional practice over the course of the programme.

This initial formative observation is for forming the initial PDP and agreeing learning objectives for the pathway.

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| --- | --- |
| **Name of supervisor** |  |
| **Name and role of****mentor** |  |
| **Date and setting****of formative observation** |  |

## Part 1: Supervisor to complete as write up of formative observation conversation meeting with mentor

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| --- |
| **1. Supervisor and mentor to clarify what the supervisor is aiming to achieve in the observation (reference post-qualifying standards outcome statements)** |
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### Supervisor completes box three after the formative observation.

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| --- |
| **2. Reflections on the observed practice before the mentor has provided feedback** |
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**Supervisor completes box four after receiving feedback from the mentor.**

|  |
| --- |
| **3. Link key aspects of feedback to post-qualifying standards outcome statements** |
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|  |  |
| --- | --- |
| **Supervisor signature** |  |
| **Date** |  |

**Part 2: Mentor completes after the formative initial observation**

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| --- |
| **5. Assessment of the supervisor’s capability demonstrated in the direct observation of practice (up to 500 words)** |
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| **Feedback from supervisee (if applicable)** |
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| --- | --- |
| **Mentor’s signature** |  |
| **Date** |  |

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| **Action plan following the direct observation and feedback from supervisee.****Have areas of development/learning needs been identified that should be addressed in the supervisor’s PDP? What action needs to be taken to address these?** |
|  |

# Initial review

PDP 1

A meeting should take place immediately following your initial observation for you and your mentor to agree learning objectives.

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| --- | --- | --- | --- | --- | --- |
| **Learning objective**This will be informed by the outcomes of the feedback from the initial observation and should relate to the eight outcome statements | **How will you meet the objective?**Development activity or action planned. | **How does this link to the outcome statements for the post- qualifying standards for social work practice supervisors in adult social care?** | **How will you know if the objective is met?**Intended outcomes for practice and practice of social workers in receipt of your supervision. | **Timescales?** Date for completion and/ or review. | **What was the impact on your practice?** |
|  |  |  |  |  |  |

**Agree date for mid-point review:**

# Part Two: Mid-point review

In preparation for your mid-point review and PDP conversation with your assessor, you need to complete a formative self- assessment against the [eight outcome statements for the Post-qualifying Standards for Social Work Practice Supervisors in Adult](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/762818/Post-qualifying_standards_for_social_work_supervisors.pdf) [Social Care](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/762818/Post-qualifying_standards_for_social_work_supervisors.pdf) in the table below. You should self-assess your confidence relating to each statement, with ‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’

|  |  |
| --- | --- |
| **Outcome statement** | **Confidence score**‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’ |
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| Assuring good social work practice and development | 1 | 2 | 3 | 4 | 5 |
| Promoting and supporting critical analysis decision making | 1 | 2 | 3 | 4 | 5 |
| Relationship-based practice supervision | 1 | 2 | 3 | 4 | 5 |
| Effective use of power and authority as a supervisor | 1 | 2 | 3 | 4 | 5 |
| Performance management and improvement | 1 | 2 | 3 | 4 | 5 |

# Mid-point review

### Feedback 1

The Supervisor will formally collect this feedback to inform their mid-point review. How do I know I am having a positive impact as a supervisor?

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| --- |
| **Supervisee to provide a brief statement of approx. 250 words discussing impact of supervision on their own practice, and impact on person(s) receiving care.** |
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| --- |
| **Supervisor reflections on feedback from supervisee** |
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**Direct observation One template**

This observation should be planned in advance to enable the supervisor to evidence progressive development in their professional practice over the course of the post- qualifying standards for adult social work supervisors development pathway.

|  |  |
| --- | --- |
| **Name of supervisor** |  |
| **Name and role of****mentor** |  |
| **Date and setting****of formative observation** |  |

## Part 1: Supervisor to complete as write up of observation conversation meeting with mentor

|  |
| --- |
| **1. Supervisor and mentor to clarify what the supervisor is aiming to achieve in the observation (reference post-qualifying standards outcome statements)** |
|  |

### Supervisor completes box three after the observation.

|  |
| --- |
| **2. Reflections on the observed practice before the mentor has provided feedback** |
|  |

**Supervisor completes box four after receiving feedback from the mentor.**

|  |
| --- |
| **3. Link key aspects of feedback to post-qualifying standards outcome statements** |
|  |

|  |  |
| --- | --- |
| **Supervisor signature** |  |
| **Date** |  |

**Part 2: Mentor completes after the observation**

|  |
| --- |
| **5. Assessment of the supervisor’s capability demonstrated in the direct observation of practice (up to 500 words)** |
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|  |
| --- |
| **Feedback from supervisee (if applicable)** |
|  |

|  |  |
| --- | --- |
| **Mentor’s signature** |  |
| **Date** |  |

|  |
| --- |
| **Action plan following the direct observation and feedback from supervisee.****Have areas of development/learning needs been identified that should be addressed in the supervisor’s PDP? What action needs to be taken to address these?** |
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# Mid-point review

PDP 2

A meeting should take place immediately following your mid-point observation for you and your mentor to agree learning objectives.

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| --- | --- | --- | --- | --- | --- |
| **Learning objective**This will be informed by the outcomes of the feedback from your observation and should relate to the eight outcome statements | **How will you meet the objective?**Development activity or action planned. | **How does this link to the outcome statements for the post-qualifying standards for social work practice supervisors in adult social care?** | **How will you know if the objective is met?**Intended outcomes for practice and practice of social workers in receipt of your supervision. | **Timescales?** Date for completion and/ or review. | **What was the impact on your practice?** |
|  |  |  |  |  |  |

**Agree date for end-point review:**

# Mid-point review

Critical Reflection piece: 1

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| --- |
| **Taking into account all your learning to date, including the feedback received from you mentor and supervisee, reflect critically on how you have progressed in your development as a supervisor since your initial review, and consider your development areas for the future up until your final review****When completing your critical reflection piece, pay particular attention to the eight outcome statements, also drawing on theoretical perspectives and models.****Suggested word limit 1500 - 2000** |
|  |

# Part three: End-point review

In preparation for your final review and PDP conversation with your assessor, you need to complete a formative self-assessment against the [eight outcome statements for the Post-qualifying Standards for Social Work Practice Supervisors in Adult Social Care](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/762818/Post-qualifying_standards_for_social_work_supervisors.pdf) in the table below. You should self-assess your confidence relating to each statement, with ‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’

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| **Outcome statement** | **Confidence score**‘1’ being ‘not confident at all’ and ‘5’ meaning ‘extremely confident’ |
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| Relationship-based practice supervision | 1 | 2 | 3 | 4 | 5 |
| Effective use of power and authority as a supervisor | 1 | 2 | 3 | 4 | 5 |
| Performance management and improvement | 1 | 2 | 3 | 4 | 5 |

# End-point review

### Feedback 2

The supervisor will formally collect this feedback to inform their end-point review. How do I know I am having a positive impact as a supervisor?

|  |
| --- |
| **Supervisee to provide a brief statement of approx. 250 words discussing impact of supervision on their own practice, and impact on person(s) receiving care.** |
|  |

|  |
| --- |
| **Supervisor reflections on feedback from supervisee** |
|  |

**Direct observation Two template**

The direct observation to be completed by the mentor of the supervisor. These should be planned in advance to enable the supervisor to evidence progressive development in their professional practice over the course of the post-qualifying standards for adult social work supervisor’s development pathway.

|  |  |
| --- | --- |
| **Name of supervisor** |  |
| **Name and role of****mentor** |  |
| **Date and setting****of formative observation** |  |

## Part 1: Supervisor to complete as write up of observation conversation meeting with mentor

|  |
| --- |
| **1. Supervisor and mentor to clarify what the supervisor is aiming to achieve in the observation (reference post-qualifying standards outcome statements)** |
|  |

### Supervisor completes box three after the observation.

|  |
| --- |
| **2. Reflections on the observed practice before the mentor has provided feedback** |
|  |

**Supervisor completes box four after receiving feedback from the mentor.**

|  |
| --- |
| **3. Link key aspects of feedback to post-qualifying standards outcome statements** |
|  |

|  |  |
| --- | --- |
| **Supervisor signature** |  |
| **Date** |  |

**Part 2: Mentor completes after the observation**

|  |
| --- |
| **5. Assessment of the supervisor’s capability demonstrated in the direct observation of practice (up to 500 words)** |
|  |

|  |  |
| --- | --- |
| **Mentor’s signature** |  |
| **Date** |  |

|  |
| --- |
| **Feedback from supervisee (if applicable)** |
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| --- |
| **Action plan following the direct observation and feedback from supervisee.****Have areas of development/learning needs been identified that should be addressed in the supervisor’s PDP? What action needs to be taken to address these?** |
|  |

# End-point review

PDP 3

A meeting should take place immediately following your end-point observation for you and your mentor to agree learning objectives for future practice following completion of the pathway.

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| --- | --- | --- | --- | --- | --- |
| **Learning objective**This will be informed by the outcomes of the feedback from the final observation and should link to the eight outcome statements. | **How will you meet the objective?**Development activity or action planned. | **How does this link to the outcome statements for the post-qualifying standards for social work practice supervisors in adult social care?** | **How will you know if the objective is met?**Intended outcomes for practice and practice of social workers in receipt ofyour supervision. | **Timescales?** Date for completion and/ or review. | **What was the impact on your practice?** |
|  |  |  |  |  |  |

# End-point review

Critical reflection piece: 2

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| **Taking into account all your learning to date, reflect critically on how you have progressed in your development as a supervisor over the duration of the pathway, and consider your development areas for future practice now you have come to the end stages of the pathway.****When completing your critical reflection piece, you need to draw on theoretical perspectives and models that have been applied throughout the pathway with consistent links to the outcome statements.****Suggested word limit 2000 - 2500** |
|  |