**Evidence template number 4: RSPA**

**Part 4: six – twelve months (final review and assessment including** **recommendation of assessment decision)**

* The NQSW should have submitted part 4 of their critical reflection log for interim assessment prior to the review meeting.
* A completed and final PDP enables the NQSW to demonstrate on-going compliance with HCPC standards for continuing professional develpoment (CPD).

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| **Date of review** |  |
| **Name of attendees** |
| **Assessor** |  |
| **NQSW** |  |
| **Line manager (if applicable)** |  |
| **Other e.g. ASYE coordinator, HR (if applicable)** |  |

| **Context**Since the last review have there been any changes that may have impacted on the NQSW’s progress? |
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| **Progressive assessment (minimum 1000 words)** |
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| **Has NQSW demonstrated progression and met the Knowledge and Skills Statement, Approved Child and Family Practitioner (2014) standards through the following assessment evidence?** | **Yes** | **No** |
| Critical reflection, as demonstrated through the written pieces of work in their critical reflection log (evidence template numbers 1: CRL, 2: CRL, 3: CRL, 4: CRL) |  |  |
| Professional documentation (evidence template numbers 2: PD, 3: PD, 4: PD) |  |  |
| In addition has the NQSW: |
| Completed a minimum of three direct observations (evidence template numbers 2: DO, 3: DO, 4: DO) |  |  |
| Obtained at least three pieces of feedback from children and young people in need of care and support and their parents/carers (evidence template numbers 2: SU, 3: SU, 4: SU) |  |  |
| Obtained at least three pieces of feedback from other professionals? (evidence template numbers 2: OP, 3: OP, 4: OP) |  |  |
| Completed a PDP for the next stage of their professional development? (evidence template number 4: PDP) |  |  |

| **Final assessment (across the 12 months of the ASYE)**Refer to the Knowledge and Skills Statement, Approved Child and Family Practitioner (2014) and the PCF at the ASYE descriptor level. (Minimum 500 words) |
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| **Next steps**What, do you assess are the NQSW’s development needs in the next stage of their professional development and the future career? How do you consider these should be addressed in the next PDP and organisation’s appraisal cycle? How should they be incorporated into the timescales for meeting HCPC re-registration requirements? |
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| **Line manager/supervisor’s assessment report (if applicable)** |
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| **Summary of support**Have there been any issues in the provision of support and reflective supervision, workload relief or professional development time (as identified in the support and assessment agreement and the reviews at three and six months) that may have impacted on the outcome recommendation? |
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| No / Yes – if yes provide detail. |

| **Performance management**Have there been any performance management concerns during the ASYE? If so have they been indicated and addressed through the three and six month review process? |
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| No / Yes – if yes please summarise |

**Declarations and signatures**

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| **NQSW name** |  |
| I have read and understood this assessment. |
| **Signature** |  |
| **Date** |  |

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| **ASYE assessor name** |  |
| I confirm this assessment. |
| **Signature** |  |
| **Date** |  |

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| --- | --- |
| **Line manager/ supervisor name (if applicable):** |  |
| I have read this assessment and endorse it. |
| **Signature** |  |
| **Date** |  |

|  |  |
| --- | --- |
| **ASYE coordinator name:** |  |
| I have read this assessment and endorse it. |
| **Signature** |  |
| **Date** |  |

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| **Recommendation by the assessor**This is confirmed through the internal moderationprocess | **Yes** | **No** |
| Has the NQSW has passed their ASYE? |  |  |
| If no, are concerns being addressed via HR/capability procedures? |  |  |

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| NQSW’s comments on final assessment |
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**Internal moderation process**

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| The internal moderation process confirms the assessment outcome on behalf of the employer through reviewing and scrutinising the assessment decisions of individual assessors. This space is provided for the employer to include a statement about the organisation’s internal moderation process. |
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