|  |  |  |
| --- | --- | --- |
| nhs-24-logo.jpg | Advanced Nurse Practitioner Final sign-off | [Image result for nhsggc logo](https://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=2ahUKEwjruqC20vPcAhWCF8AKHerjBfAQjRx6BAgBEAU&url=https://www.youtube.com/channel/UClphm3pLUExrTu9wJh_imqA&psig=AOvVaw1Lk-1gGO8weZaSbI9N17Ro&ust=1534580073531939) |

**Trainee ANPs details**

|  |  |
| --- | --- |
| Name |  |
| NMC number |  |
| NHS email address |  |
| Payroll number |  |
| Clinical area |  |
| Hospital/Department  OR General Practice (Practice Number) |  |

**Final Sign-off reviewers**

**Line Manager**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| NMC/GMC number |  |
| NHS email address |  |
| Telephone number |  |

**Practice Supervisor**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| NMC/GMC number |  |
| NHS email address |  |
| Telephone number |  |

**ePortfolio**

|  |  |
| --- | --- |
| SharePack Link  (link should be valid for 5 years) |  |

**Formal education**

|  |  |  |
| --- | --- | --- |
| **Modules/courses completed in:** | |  |
|  | **Clinical assessment** | **🗖** |
|  | **Clinical reasoning, judgement and diagnostic decision making** | **🗖** |
|  | **Anatomy and physiology** | **🗖** |
|  | **Non-medical prescribing** | **🗖** |
|  | **Leading, delivering and evaluating care** | **🗖** |
|  | **Work based learning** | **🗖** |
| **Masters level qualification in advanced practice achieved** | | **🗖** |

**Details of qualification**

|  |  |
| --- | --- |
| **University** |  |
| **Programme** |  |
| **Modules undertaken including module codes** |  |
| **Qualification gained (full title) e.g. PgD Advanced Clinical Practitioner** |  |

**Non-medical prescribing**

|  |  |
| --- | --- |
| **Recorded with the NMC as a Non-medical prescriber** | **🗖** |
| **Recorded with GGC as an active Non-medical prescriber** | **🗖** |

**Supervised Practice**

|  |  |
| --- | --- |
| **A minimum of 400 hours of supervised practice[[1]](#footnote-1) over a minimum of 1 year** | **🗖** |

**Workplace Assessments**

**Competency Framework used (tick all relevant)**

|  |  |  |
| --- | --- | --- |
| **GGC HaN** | **NHSGGC Hospital at Night competencies** | **🗖** |
| **RCGP** | **Royal College of General Practitioners/RCN Primary Care Competencies** | **🗖** |
| **NHS A&A** | **Competency Framework for Primary Care Advanced Nurse Practitioners** | **🗖** |
| **NES** | **Hospital at Night** | **🗖** |
| **NHS A&A** | **Competency Framework for Acute Care Advanced Nurse Practitioners** | **🗖** |
| **NES** | **Out of Hours Competencies** | **🗖** |
| **FICM** | **Faculty of Intensive Care Medicine** | **🗖** |
| **RCEM** | **Royal College of Emergency Medicine/RCN** | **🗖** |
| **RCN** | **Royal College of Nursing ANP generic ANP competencies** | **🗖** |
| **UK Oncology Nursing Society** | **Acute Oncology Knowledge and Skills Guidance (level 3 – Advanced)** | **🗖** |
| **UK Oncology Nursing Society** | **Acute Oncology Knowledge and Skills Guidance (level 4 – Expert)** | **🗖** |
| **NHS 24** | **ANP Telephone Triage Competencies** | **🗖** |
| **Other** | **Please specify:** | **🗖** |

**Competencies should be mapped to different pieces of evidence within the portfolio e.g. learning activities (inc. Modules and courses), workplace based assessments (inc. Mini-CEX, CbD, DOPS, ACAT etc), reflections (e.g. reflective accounts and anonymised patient logs), feedback from others. Many competencies would have at least two pieces of evidence attached.**

**Reviewers should satisfy themselves that there is sufficient evidence within the portfolio to demonstrate that the trainee has satisfactorily completed the broad educational requirements (e.g. through formal academic courses) and has met all the required competencies.**

|  |  |  |
| --- | --- | --- |
| **Workplace Based Assessments** | |  |
|  | **Mini-CEX (minimum 6 demonstrating competence)** | **🗖** |
|  | **CbD (minimum 10)** | **🗖** |
|  | **DOPS (minimum 2 demonstrating competence)** | **🗖** |

|  |  |  |
| --- | --- | --- |
| **Reflection** | |  |
|  | **Reflective Accounts (minimum 10) (covering a broad range of patients)** | **🗖** |
|  | **Evidence that a broad range of patients seen reflecting ANPs intended practice (e.g. from anonymised patient log)** | **🗖** |

|  |  |  |
| --- | --- | --- |
| **Feedback** | |  |
|  | **Satisfactory feedback from others (minimum 4 different people)** | **🗖** |

|  |  |
| --- | --- |
| **Satisfactory final supervisors report** | **🗖** |

|  |  |
| --- | --- |
| **Evidence put forward for all competencies** | **🗖** |

**Sign-off**

**Line manager**

I have reviewed the evidence provided to me in trainee’s ePortfolio SharePack. I have seen evidence that the trainee has completed the master’s level qualification (as stated on p2) and, in my opinion, there is satisfactory evidence that the trainee has met all the competencies from the framework detailed on p3.

Signed Dated

**Practice Supervisor**

I have reviewed the evidence provided to me in trainees ePortfolio SharePack. I have seen evidence that the trainee has completed the master’s level qualification (as stated on p2) and, in my opinion, there is satisfactory evidence that the trainee has met all the competencies from the framework detailed on p3.

Signed Dated

**Internal Moderator (if selected for moderation)**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| NMC/GMC number |  |
| NHS email address |  |
| Telephone number |  |

I have reviewed the evidence provided to me in trainees ePortfolio SharePack. I have seen evidence that the trainee has completed the master’s level qualification (as stated on p2) and, in my opinion, there is satisfactory evidence that the trainee has met all the competencies from the framework detailed on p3.

Signed Dated

**External Moderator (if selected for moderation)**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| NMC/GMC number |  |
| NHS email address |  |
| Telephone number |  |

I have reviewed the evidence provided to me in trainees ePortfolio SharePack. I have seen evidence that the trainee has completed the master’s level qualification (as stated on p2) and, in my opinion, there is satisfactory evidence that the trainee has met all the competencies from the framework detailed on p3.

Signed Dated

*A copy of this form should be submitted to the Consultant Nurse – Advanced Practice who will arrange for a sample of the portfolios to be moderated and for new ANPs to be recorded as ANPs within the Board.*

***A copy of this will be returned to the ANP to include within their ePortfolio.***

1. Supervised practice may involve direct supervision where the supervisor is physically present with the trainee or indirect where supervision is provided at a distance or delegated to another clinician [↑](#footnote-ref-1)