

Electronic Assessment of Professional Practice

eAoPP

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Session Objective:

To gain familiarity with the eAoPP system.

Session outline

- Overview of the system
- Creating your account and setting your first placement
- The four tab system
- Activities to be completed in your first placement
- Initial, Interim and summative assessments plus verification process
- Mentors, buddies, service users and external visitors
- The importance of your feedback
- On-going support and getting help

Section 1 Overview of system [demo site](#)

- Home
- My Students
- My Trainee Mentors
- Resources
- Help
- Contact Us
- Logout

[My students](#) - Practice experience 4

Commencing practice experience | Skills and competencies | Continuous assessment | Practice assessment

Task	Detail	Actions	State
Practice details	Ford Ward, Fordingbridge Hospital 24/03/2014 - 30/05/2014 Mentor(s)	must complete this information within the first two days of your practice experience starting	✗ Completed by student
Professional development	appears to have created your professional development	View	✓ Completed by student
Initial interview	does not appear to have created their initial interview, they need to do so within the first two days of the placement.		✗ Completed by student ✗ Completed by mentor
Induction programme	The mentor has not created the induction programme, please do so within the first five days of the placement.	View	✗ Completed by mentor

- Home 3
- My Contract
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- Logout

- 4
- Adult Nursing
- Year 1
 - Practice Experience 1*
 - Practice Experience 2
 - Year 2
 - Practice Experience 3
 - Practice Experience 4
 - Year 3
 - Practice Experience 5
 - Practice Experience 6

Practice Experience 1

5  

Professional Development - you must complete your professional development within the first two days of your practice experience.

Induction Programme - your Mentor must complete your Induction Programme within the first five days of your practice experience.

Interim Assessment - your interim assessment is due but not complete yet.

6

Commencing Practice Experience

Skills and Competencies

Continuous Assessment

Practice Assessment

7

Task	Detail	Actions	State
Practice Details	E3 04/12/2012 - 28/02/2013 Mentor(s) Martin Anderson Anne Green		✓ Completed by Student
Professional Development		You DO NOT appear to have created your Professional Development, please do so within the first two days of your placement. Create	✗ Completed by Student
Initial Interview	You DO NOT appear to have created your Initial Interview, please do so within the first two days of your placement.	Submit	✗ Completed by Student ✗ Completed by Mentor
Induction Programme	Your Mentor HAS NOT created your Induction Programme, please ask them to do so within the first five days of your placement.		✗ Completed by Mentor

Labels for previous slide

- **1. Your Personal Details** – review and amend your personal details.
- **2. Accessibility Toolbar** – change the display and activate accessibility features.
- **3. Left-hand Navigation** – navigate to different areas of the website.
- **4. Practice Experience Menu** – navigate to your different practice experience areas.
- **5. Print and Save** – print or save your whole eAoPP documentation by clicking on the relevant icon.
- **6. Alerts** – these indicate items that are due for completion.
- **7. Practice Experience Documentation** – this is the area where you will document your practice experience.



The four tab system

- Tab 1 Commencing practice experience
- Tab 2 Skills and competencies
- Tab 3 Continuous assessment
- Tab 4 Practice assessment




Section 2

Setting up your account



Accessing and creating your account


SUSSED

Sign In 

User name:

Password:

[Forgotten your password?](#) [FAQs](#)

Welcome 

Welcome to SUSSED, which offers you a wide range of information relating to your working life at the University.

Log in to access the full range of features, from the latest campus news, upcoming events and internal job advertisements through to sites dedicated to each service and academic area around the University

<https://sussed.soton.ac.uk/>

For staff

[Find us on Facebook](#)



Sciences. Some of them will only be accessible whilst on Campus or via the University's VPN.

[Click here for the main Health Sciences website](#)

Staff

- [Staff Portal](#)
- [Banner](#)
- [Document Management System \(DMS\)](#)
- [Content Management System \(CMS\)](#)
- [Research lab bookings \(Building 45\)](#)

Common Facilities

- [Timetables](#)
- [SUSSED \(UoS Portal\)](#)
- [Blackboard](#)
- [CommonLearning.net](#)

Students

- [Student Portal](#)
- [Student Records SelfService \(Banner\)](#)
- [Faculty Grad School](#)

Communi

- [Univ](#)
- [Web](#)
- [Voic](#)

Compu

- [Sen](#)
- [Info](#)

Studen

- [Stuc](#)
- [Stuc](#)
- [Facu](#)
- [UoS](#)
- [Resi](#)

Communi

School Applications

- ▶ [Online Self-Disclosure of Criminal Records](#)
- ▶ [Practice Experience Portal](#)
- ▶ [e-Assessment of Professional Practice](#)
- ▶ [Electronic Submission of Assignments](#)
- ▶ [Timesheet Recording](#)
- ▶ [Clinical Skills Website](#)
- ▶ [Degree Classification Calculator](#)
- ▶ [E-Assignments Archive](#)

☰ **Home.**

Welcome to the University of Southampton, School of Health Sciences. This page contains links to the School's web-based applications. Select one from the list



e-Assessment of Professional Practice

Login

Please enter your username and password to log in.

User Name

Password

Login

These details are your university username and password



Setting up your security questions

- You will be asked to set some security questions as you work through the screens in order to set up your account
- Please make sure that you use memorable answers.
- As with all IT systems your username password and memorable data should not be shared with anyone.

Home

My Contract

Help

Resources

Contact Us

Logout

My Contract

Course Details

Ongoing Consent

Public Protection

Select Course

Please use the boxes below with your Academic tutor details and select your course from those available.

Please use the "Lookup" button to search for and select your Tutor

Search

Academic tutor name

Academic tutor email

Academic tutor
telephone

- Adult Nursing
- Children's Nursing
- Mental Health Nursing
- Midwifery

My Contract

Course Details ✓

Ongoing Consent

Public Protection

Student Consent - Record of on-going achievement

Please type I AGREE into the box below to confirm that you give consent the the following statement.

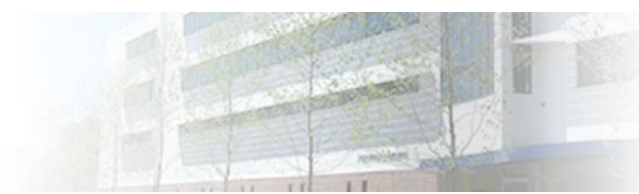
My Assessment of Practice document is my "record of on-going achievement" for practice.

I consent to allow the processing of confidential data about me to be shared between successive mentors and with the relevant education providers in the process of assessing my fitness for practice.

I understand that this is an NMC requirement and that it is essential to the pursuance of my programme of study leading to registration.

Please sign by entering I AGREE in this box:

Submit



Section 3

Setting up your first placement

IMPORTANT

Your mentor or buddy must have created their own account in order for you to add them to your account.

This doesn't stop you from setting up your placement
Remember to go back later to add them to your account or they will not be able to access your eAoPP

- Home
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Adult Nursing

- Year 1
 - Practice Experience 1
 - Practice Experience 2
- Year 2
 - Practice Experience 3
 - Practice Experience 4
- Year 3
 - Practice Experience 5
 - Practice Experience 6

Create Practice Experience

Please complete the form below to start your practice placement.

Nursing professional regulations

In order to enter the register, the NMC requires students to demonstrate achievement of specific outcomes by set 'progression points' at the end of part 1, part 2, part 3 (entry to the register).

Framework for assessment

In order to pass each practice experience and the end of part 1 progression point you must:

- Achieve all of the progression criteria prior to the progression point (if you achieve these in practice experience 1, they must be maintained in practice experience 2).
- Achieve all of the essential skills required at progression point 1.
- Pass the graded practice assessment.

Practice Experience 1

Name of placement	<input type="text"/>
Name of Trust/Practice experience provider	<input type="text"/>
Dates	Start Date: <input type="text"/> <input type="button" value="..."/> End Date: <input type="text"/> <input type="button" value="..."/>
Primary mentor/practice educator	<input type="text"/>
Buddy mentor/practice educator	<input type="text"/>
Phone number of placement	<input type="text"/>
<input type="button" value="Submit"/>	

Setting up your first placement (next slide is clearer)

Setting up your first placement

Practice Experience 1

Name of placement

Name of Trust/Practice
experience provider

Dates

Start Date: 

End Date: 

Primary mentor/practice
educator

Search

Buddy mentor/practice
educator

Search

Phone number of
placement

 Submit



Section 4

Activities to be completed in your first placement



Activities to be completed in your first placement

Initial interview *

Professional development exercise *

Essential skills (P1 and P2) note- may be discussed in principle **

Field specific competencies (P1)*

EU directives (course requirements) ***

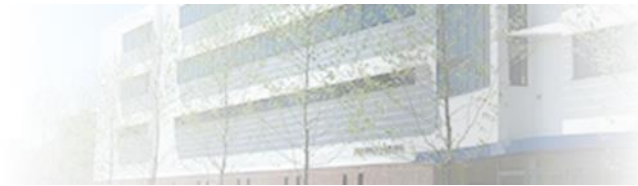
Formative exercises (vary each placement)*

Medicines administration and management*** (formative p1)

* Must be done in P1

** Must be done by the end of P2

*** Must be done and passed by the end of the programme




Service users and external visitors

Commencing practice experience

Skills and competencies

Continuous assessment

Practice assessment

Task	Detail	Actions	State
Field specific competencies	You have not signed any competencies yet.	 View	✗ Completed by mentor
Essential skills clusters	essential skills clusters have been selected.	 View	✓ Completed by mentor
Formative exercise - Care management of a group of patients	The student has not created their formative exercise yet.	 View	✗ Completed by student ✗ Signed by mentor
Service user/carer involvement in practice	There are 0 records for this practice experience.	 View	✗ records added
Record of practice experience and visits	There are a total of 5 of which 0 records are for this practice experience.	 View	✗ Completed by student

Grading

Interim grading assessment - Student

Students can be awarded a "+" grade if it is felt that they are achieving to the higher end of the grade A, B and C.

Student: Jane Horris (PGDip A)
PG Dip Adult nursing
Practice experience 1

Safe, person centred care which meets people's essential care needs. Recognises and works within own limitations. Demonstrates reflective skills to evaluate own practice.

<input type="radio"/> A+	<input type="radio"/> A	<input type="radio"/> B+	<input type="radio"/> B	<input type="radio"/> C+	<input type="radio"/> C	<input type="radio"/> D	<input type="radio"/> E
Grade A Exceptional ability to provide safe basic person centred care which meets people's essential care needs. Confident and comprehensive nursing care provided. Excellent reflective ability when evaluating own practice.	Grade B Demonstrates a clear ability to provide safe basic person centred care which meets people's essential care needs. Confident provision of nursing care. Good evidence of reflection when evaluating own practice.	Grade C Satisfactory ability to provide safe basic person centred care which meets people's essential care needs but requires occasional prompting. Lacks confidence in the provision of nursing care. Satisfactory attempt at reflection when evaluating own practice.	Borderline fail D Is able to provide safe basic person centred care which meets people's essential care needs but requires frequent prompting. Lacks confidence to provide nursing care without constant support and guidance. Limited attempt at reflection when evaluating own practice.	Fail E Limited ability to provide safe, basic care which meets people's essential care needs. Not person centred. Requires constant direction in order to carry out safe nursing care. No attempt at reflection to evaluate own practice or poor reflective insight.			

Interim,
summative
assessments
&
verification

Session expires in 34:25

My Students

- Practice experience 1



Commencing practice experience

Skills and competencies

Continuous assessment

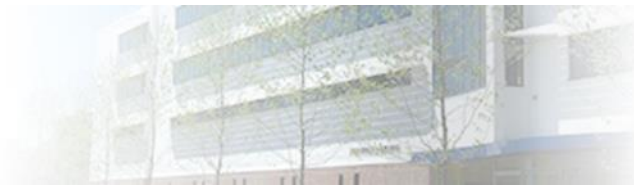
Practice assessment

Task	Detail	Actions	State
Interim assessment	Please start your interim assessment.	View	<ul style="list-style-type: none"> ✓ Completed by student ✓ Completed by practice educator
Summative assessment	Please start your summative assessment.	View	<ul style="list-style-type: none"> ✓ Completed by student ✓ Completed by practice educator
Progression	<p>You need to sign the practice experience as complete</p> <div style="border: 1px solid #f080f0; padding: 5px; margin: 10px 0;"> <p>Your answers did not match our records please try again.</p> </div> <p>What was the name of your first pet?</p> <input type="text"/> <p>NMC Number</p> <input type="text"/> <p>Submit</p>		<ul style="list-style-type: none"> ✓ Completed by student ✗ Completed by practice educator ✗ Completed by tutor



The importance of your feedback.

- Series of events to be held over the academic year and feedback canvassed by online questionnaire
- Used to refine the eAoPP structure
- Helps to highlight areas where support is needed



On-going support and getting help

Cathy Sullivan project coordinator UoS

Pauline Morgan project coordinator UoS

Karen Proudley administrative support UoS

Help email eaoppsupport@soton.ac.uk

Telephone 01256 486712

Please note that this is NOT a 24/7 service and we will respond to your enquiry as soon as possible