



**AP Up-skilling Guidelines**  
**Version 3 Clinical Practice Guidelines**

**Assessment Structure**

**(For Instructors)**

Each candidate will be expected to successfully complete a workbook with 10 Short Answer Questions prior to attending the 2 day practical session.

**Written Assessment:**

There will be 3 workbooks available as PDF's to TDO's. They will arrange for the AP's to attend the training centre and complete one workbook within a specified time limit without any assistance.

Each question will be equally weighted and the breakdown of marks with each question will be clearly marked. The pass mark is 70% in line with PHECC standards. The workbooks will be corrected locally by the TDO.

If a candidate is unsuccessful but within 3% of the pass mark, they will be given an opportunity to remediate themselves (oral). If the candidate is still unsuccessful (does not achieve pass mark after remediation), then they will have to resit the written paper.

If they fail a second time; it is recommended that they spend time with the TDO prior to their 3<sup>rd</sup> attempt.

**Practical Assessment:**

Each candidate will attend a two day practical teaching session, where they will attend 15 skill stations; 10 will be skills based, and the candidate will be expected to demonstrate competence in the skill (facilitator will grade each candidate as satisfactory or unsatisfactory). The remaining 5 will be discussion based (the facilitator has the option of recording a comment on the candidate if appropriate).





After the 15 skills stations, the candidate will be expected to demonstrate the skills in the management of a clinical scenario. They will be given 1 scenario from a pool of 8.

Each scenario will have a set number of skills and critical decisions. \there will be a list of critical errors. If a candidate is unsuccessful, they will be given an opportunity to remediate on the day.

If a candidate is unsuccessful post remediation, they will have one opportunity to repeat the scenario on a subsequent course. They will also have the opportunity of re-attending all or part of the course (at their own expense). If they are unsuccessful on the 3<sup>rd</sup> attempt; then they will need to repeat the 2 day course and will have 2 attempts at the scenario.

If a candidate is unsuccessful following 3 attempts at the written paper or 5 attempts at the clinical scenario, then they will have to meet locally with their TDO and Medical Officer to arrange a study programme.

Yours sincerely,

Niamh Collins.

