**UKPHR Public Health Practitioner Registration Scheme**

**Verifier Application Pack**

The Yorkshire and the Humber (Y&H) Public Health Practitioner Registration Scheme is currently recruiting for new Verifiers to be trained by the UK Public Health Register (UKPHR) to undertake a review of completed practitioner portfolios, approved by an assessor. Verifiers are appointed by the Board of UKPHR (following satisfactory completion of mandatory initial training) for a period of three years, with an option for a further term or terms, by mutual consent between the verifier, the scheme co-ordinator and the UKPHR.

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| **Role Description** |
| Verifiers have to:* To verify practitioner portfolios that have previously been assessed and application to the verification panel;
* To be available to discuss assessments at a meeting of the verification panel;
* To provide feedback and advice to assessor(s);
* To successfully complete the UKPHR Verifier training;
* To make recommendations to the appropriate verification panel;
* To retain a copy of the completed application for registration with the UKPHR within 3 months.
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**Eligibility Criteria**

* You must be a Public Health Specialist Registered with the GMC, GDC or UKPHR, in good standing, and to have held a Consultant or Specialist post for 3 years;
* You will commit to attend a half days training by the UKPHR;
* You will commit to attend approximately 2-3 verification panels per year, and possibly 1 – 2 half day workshops per year.

The Benefits to you are:

* Attending UKPHR certificated training, which would contribute to your own CPD – ‘guardian of practitioner standards’, on-going training;
* You would increase your appreciation of the full range and scope of Public Health Knowledge and Skills, and how these are applied to Public Health interventions at a Practitioner level;
* You would broaden your appreciation of Public Health roles, services and interventions both geographical and for service areas;
* Your experience would inform how you support your own workforce’s career development.

To apply for this role, please complete the attached form and return electronically to:

e.mason@leeds.ac.uk. **For queries please ring Emma Mason on 0113 343 5683.**

**EXPRESSION OF INTEREST**

**UKPHR Practitioner Registration scheme Verifier**

Please read the UKPHR Framework and Guidance for Practitioners, Assessors and Verifiers guidance [link](https://www.ukphr.org/wp-content/uploads/2014/08/UKPHR-Framework-and-Guidance-for-Applicants-Assessors-Verifiers.pdf) before submitting this form

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| **Your Details** |
| Your name: |  |
| Title (Dr, Mrs, Mr): |  |
| Employing organisation: |  |
| Job Title: |  |
| Level of post [Skills for Health](http://www.skillsforhealth.org.uk/index.php?option=com_mtree&task=att_download&link_id=163&cf_id=24)  |  |
| Work address with postcode: |  |
| Tel. No.  | Work: | Mob: |
| Email address: |  |

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| **Your Employer** |
| Line Manager’s name: |  |
| Title (Dr, Mrs, Mr): |  |
| Job Title: |  |
| Work address with postcode: |  |
| Email address:  |  |
| Employing organisation: |  |
| Please detail in no more than 200 words why you would like to be trained as a UKPHR Assessor, including years of service, and range of relevant experience |
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**Responsibilities of the Verifier**

To be a registered Public Health Specialist with the GMC, the GDC or the UKPHR, to be in good standing and to have held a Consultant or Senior Specialist post or a post of equivalent responsibility, for at least three years;

To be skilled in providing independent scrutiny of a portfolio of evidence submitted to demonstrate competence;

To be thoroughly conversant with the Public Health standards;

To be able to maintain impartiality in the role;

To be willing and able to devote the necessary time and to give the role appropriate priority;

To be able to provide an appropriate reference(s);

To be able to provide evidence of current continuing professional development.

**Removal from the role of verifier**

Verifiers may be removed from their role for any of the following reasons:

Professional misconduct;

Unauthorised disclosure of confidential information;

Inability or refusal to perform the duties of a verifier and to meet the quality assurance requirements;

Inappropriate behaviour or continued poor performance.

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| **Declaration of commitment** |
| **Prospective Assessor** | **Line Manager** |
| I have read the UKPHR Framework and Guidance for Applicants, Assessors and Verifiers. I confirm that the information I have given is accurate and should I be accepted onto the scheme I agree to abide by its principles and to participate fully.I commit to attending the UKPHR training and any additional standardisation or review meetings for the Yorkshire and the Humber Scheme in which I am required to participate.I understand that this role is voluntary and commit to providing positive support to all candidates and assessors who I may verify portfolios for.I am able to attend the Verifier Training (Dates TBC) | I confirm that the organisation supports this expression of interest, and have attached a reference for the applicant. I confirm that required time commitments for training and standardisation workshops will be fully supported, and will become a part of the applicant’s appraisal process and continuing professional development within the workplace.I understand that this role is voluntary, and that the applicant will be dedicating some of their own time to support the professional registration of practitioners, thus making a highly valued contribution to the professional development of others. We will enable some work time allocation as recognition of this contribution. |
| **Applicant’s signature:** | **Line Manager’s signature:** |
| Date: | Date: |

Please use electronic signatures if sending by email.

**Please send your completed application form to e.mason@leeds.ac.uk**