

LEARNING ENVIRONMENT EDUCATOR DEVELOPMENT INFORMATION

This information applies to all educators (AHP, PA, GP, and NMC Registrants) who support pre-registration nursing learners – all programmes

Please find options below for face-to-face, virtual, and self-learning assessor and supervisor training, which is required in order to support all nursing placements including apprentices within your practice.

Overview of assessor and supervisor roles and responsibilities:

- A practice assessor must be an NMC registered Nurse, Midwife, Nursing Associate, or a Specialist Community Public Health Nurse (SCPHN)
- Any NMC registered health and social care professional working in a health care environment can be a supervisor
- It is recommended to have more than 1 assessor/supervisor in each placement area
- Academic assessor role sits within higher education institute (HEI)
- You can be both a supervisor and an assessor, however not to the same learner
- It is good practice for supervisors and assessors to have annual updates

Practice supervisors (AHP's, GP's PAs & RGN's)

- Role model and facilitate learning of learners through independent participation
- Raise and respond to competency and conduct concerns
- Supervise, support and provide feedback to learners
- Contribute to assessment and progress decisions made by assessors

Practice Assessors (RGN's)

- Conduct assessments to confirm achievement of practice learning outcomes
- Make and record assessment on achievement, proficiency and conduct based on multiple sources of evidence
- Communicate and collaborate with practice supervisors and academic assessors to agree learner progression and proficiency
- Assigned to a learner for a placement or series of placement

Academic Assessors (HEI)

- Collate and confirm learner achievement of academic learning outcomes
- Make and record decisions on achievement, proficiency and conduct based on multiple sources of evidence
- Communicate and collaborate with practice assessors to agree learner progression
- A different academic assessor assigned for each part of the programme

If you have any queries prior to or whilst undertaking these roles please do speak to your locality GPEF team, or Yvonne Thomson, Lancashire, and South Cumbria Primary Care Training Hub at yvonne.thomson2@nhs.net

What training do I need?

- If you are new to supporting learners/have not undergone any assessor or mentor training in the past, you will need to undertake the full assessor and supervisor training plus local update
- If you have completed mentor training in the past or are a current practice assessor/supervisor but have not had an update in the last 12 months, you can attend an update session with UCLan
- If you are already a practice assessor/supervisor and have attended an update in the last 12 months, you are up to date on your training

Once you have completed the training, please ensure to complete the relevant self-declaration form and send a copy to mbpcc.apprenticeships@nhs.net and to your locality GPEFs. Self-Assessment Forms are available [here](#).

The University of Central Lancashire (UCLan) Training

The training is titled [Practice Supervisor Preparation](#) and [Practice Assessors Preparation](#) is provided by UCLan at a cost of £90 per course.

The courses are available via UCLan online store and interested candidates should email cpd@uclan.ac.uk or call [+44 \(0\)1772 893836](tel:+44(0)1772893836) or [+44 \(0\)1772 893839](tel:+44(0)1772893839) the candidates will then be contacted by email to advise when the workshops are available to book online.

If any registrants wish to undertake the assessor/supervisor course at UCLan, this needs to be paid by their practice, and the practice to invoice the £90 to their Locality Training Hub, CPD funds for any reimbursements (please cc Lauren Butler into the email (lauren.butler4@nhs.net)).

- If you have NOT completed mentorship training in the past, you must undertake both the supervisor training section and the assessor training section.
- If you have already completed mentorship training and require an assessor annual update, you only need to undertake the assessor training section.

You will be sent the materials online to learn, support is available via telephone. You will submit a brief reflection of learning on the NMC reflective account form (which you can then use for your next re-validation). Once completed, the university will send you a certificate. The training is held on campus and is a full-day workshop looking at different issues to prepare learners in the practice area.

Open University

Being able to supervise and assess in the workplace are core skills needed by those supporting learners. In the context of this development, this free course, *Practice supervision and assessment in nursing*, has been designed to support practitioners working with students in workplace settings across nursing provision. Core to these resources are the requirements of the Nursing & Midwifery Council (NMC) – the nursing regulator – to work in different ways to support learners. The principles discussed, however, would apply as best practice to any working environment where employees are seeking to develop themselves under the supervision of others. [Click this link](#) to start the training.

Edge Hill University (EHU)

The EHU Practice team can host bespoke face-to-face sessions for practice and can work flexibly to provide this (e.g. to ensure staff on permanent nights have the opportunity for training). Practice Partners can email EHUNursingLPLs@edgehill.ac.uk and the team will arrange this.

University of Cumbria (UoC)

Practice Educator Courses for Physiotherapists and Occupational Therapists. Develop the skills needed to become a practice educator by learning about:

- Supporting students as adult learners
- Assessments
- Meeting learners' individual needs on placement
- Profession specific focus

If you have any queries, please contact: Tracey Killilea iohbso@cumbria.ac.uk

SELF-LEARNING

You can opt to read all the information on the PARE/Anglia Ruskin University (A.R.U) website and NMC standards as accountable practitioners.

1. PARE <https://onlinepare.net/pan-north-nurse-materials.php> within the 'teaching materials' section you will find two handbooks. If you have not completed mentorship training in the past, you must read both the supervisor and assessor preparation handbooks. If you have already completed mentorship training and require an assessor annual update, you do not need to read the supervisor preparation handbook.
2. Anglia Ruskin University Course - Follow the links below and the instructions on the website, if you have not completed mentorship training in the past, you must complete both parts. If you have already completed mentorship training and require an assessor annual update, you only need to complete the second part.
 - [Online Practice Supervisor/Practice Assessor course - Nursing](#)
 - [Online Practice Supervisor/Practice Assessor course – Nursing Associate](#)

- [Online Practice Supervisor/Practice Assessor course – Midwifery](#)

3. NMC Standards <https://www.nmc.org.uk/standards-for-education-and-training/standards-for-student-supervision-and-assessment/>

Annual assessor/supervisor updates

For new assessors or those that have not supported a learner for a while, it is recommended that you also attend an update session as above prior to the placement/apprenticeship commencing.

Alternatively, please see L&SCPC TH website ([here](#)) Or click on the date below to register for monthly Learning Environment Development Updates facilitated by our General Practice Education Facilitators (GPEFs).

- | | | |
|-------------|--|--------------------|
| • Wednesday | 29th January 2025 | 12 noon – 13:30 pm |
| • Wednesday | 26th February 2025 | 12 noon – 13:30 pm |
| • Wednesday | 26th March 2025 | 12 noon – 13:30 pm |
| • Wednesday | 30th April 2025 | 12 noon – 13:30 pm |
| • Wednesday | 28th May 2025 | 12 noon – 13:30 pm |
| • Wednesday | 25th June 2025 | 12 noon – 13:30 pm |
| • Wednesday | 30th July 2025 | 12 noon – 13:30 pm |
| • Wednesday | 27th August 2024 | 12 noon – 13:30 pm |
| • Wednesday | 24th September 2025 | 12 noon – 13:30 pm |
| • Wednesday | 29th October 2025 | 12 noon – 13:30 pm |
| • Wednesday | 26th November 2025 | 12 noon – 13:30 pm |
| • Wednesday | 17th December 2025 | 12 noon – 13:30 pm |