

UKPHR E-PORTFOLIO USER GUIDE ASSESSORS



Making an Assessment Decision

Making an Assessment Decision

To make an assessment decision ensure you are:

- Logged in
- On the Practitioner's portfolio Course Folder page

1.

Scroll down to find any standards that have the status '**Submitted & Awaiting Review**' and click on the standard to open it.

Course Folder

Home / Learners / UKPHR Practitioner / UKPHR 2019

Health Education Wessex

Standard	Status
2 - 2 Using public health information to influence population health and well-being	STARTED
> 2.1 - 2.1 Identify data and information requirements to deliver the public health function demonstrating use of epidemiological terms and concepts. Total Docs: 3	Submitted & Awaiting Review 18 Jul 2023
> 2.2 - 2.2 Manage data and information in compliance with policy and protocol, demonstrating awareness of data confidentiality and disclosure. Total Docs: 0	Not Started
> 2.3 - 2.3 Obtain, verify and organise data and information, showing awareness of potential data anomalies. Total Docs: 0	Not Started
> 2.4 - 2.4 Demonstrate how health inequalities are identified and monitored. Total Docs: 0	Not Started
> 2.5 - 2.5 Interpret and present information using appropriate analytical methods for quantitative data.	Not Started

A page will open containing the work uploaded by the practitioner. For every standard submitted for assessment there is a minimum of three documents:

Commentary; Evidence of knowledge; Evidence of application

Outcome

Home / Learners / UKPHR Practitioner / UKPHR 2019 / 2 / 2.1

Health Education Wessex

Competence Claim

Print PDF Choose Evidence Evidence Wizard

Evidence	Type(s)	IV	2.1
C1 - VERSION 1	C	<input type="checkbox"/>	✓
Ev1.1K Degree Certific...	K	<input type="checkbox"/>	✓
Ev1.4A HECA Progress R...	A	<input type="checkbox"/>	✓

Completed (Assessor Only)

Save

Grading Checklists Recording Forms

GRADING CHECKLIST	CREATED	STATUS
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2.

Click on the pieces of evidence to open and read them. Once you have adequately reviewed the pieces of evidence, you will then be able to make an assessment decision.

The screenshot shows the 'Outcome' page for a 'UKPHR Practitioner' in 'UKPHR 2019 / 2 / 2.1'. The 'Competence Claim' section contains a table with the following data:

Evidence	Type(s)	IV	2.1
C1 - VERSION 1	C	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ev1.1K Degree Certific...	K	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ev1.4A HECA Progress R...	A	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completed (Assessor Only) <input type="checkbox"/>			

A green arrow points to the 'C1 - VERSION 1' evidence item. A 'Save' button is located at the bottom right of the table.

3.

For each individual standard there are three assessment decisions you can select from: **Accept**; **Clarification**; **Resubmission**.

Do **NOT** use Partially Accept for any assessment decision

The screenshot shows the 'Outcome' page for a 'UKPHR Practitioner' in 'UKPHR 2019 / 2 / 2.1'. The 'Actions' section is highlighted, showing the following options:

Status: Outcome Submitted & Awaiting Review

Actions:

A green arrow points to the 'Accept' button. Below this, the 'Competence Claim' table is partially visible, showing the 'C1 - VERSION 1' evidence item.