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***Doctorate in Professional Educational, Child and Adolescent Psychology***

*Programme Director: Vivian Hill*

**Year 1, 2 & 3 Fitness to Practise Placement Protocol**

Successful completion of the three year Doctorate is dependent on adherence to the standards and requirements of the statutory regulator (Health and Care Professions Council) and the professional body (British Psychological Society). The HCPC standards of Performance, Ethics and Conduct and the BPS Code of Ethics and Conduct provide guidance in relation to professional conduct and fitness to practise.

To demonstrate fitness to practise on placement, the trainee should have regard to the following:

**1. Personal Behaviour**

To behave in a manner appropriate to a position as a Trainee Educational Psychologist. Behaviour including, dishonesty, indecency, harassment, bullying, violence, abuse of drugs or alcohol will lead to disciplinary action. Notification to the Programme Director should be undertaken if subject to a criminal conviction or caution subsequent to starting the Doctoral programme.

**2. Behaviour towards Others**

At all times, trainees should act in the best interests of their clients, service users, colleagues, staff, other trainees/students and partner institutions and practise in a non-discriminatory manner. Trainee Educational Psychologists should conduct themselves in a professional, respectful, honest and courteous manner.

**3. Appearance**

To ensure maintenance of a standard of dress, appearance and personal hygiene perceived as professional, taking care to conform to accepted dress codes whilst on placement and carrying out research in the Children’s Services and other work settings.

**4. Learning**

To pursue studies with due diligence and to seek to acquire the range of skills and knowledge identified. To take responsibility for learning through regular attendance on supervised professional practice placements and be suitably prepared for them. To ensure that they practise safely and effectively within the scope of practice and level of training and that they are able to reflect on and review practice. To behave honestly during the assessment process and eschew plagiarism or other forms of cheating.

**5. Barriers to Learning or Professional Practice**

To report any specific requirements (including any personal, physical health, mental health or learning requirements) and to undertake to work with the Placement Supervisor, University Tutor, Year Co-ordinator and Programme Director to address these requirements.

**6. Confidentiality**

To comply with the Data Protection Act and Information Governance to understand that information may not be disclosed to any third party or on social media, other than in accordance with the

relevant professional code or in accordance with the law. To understand that failure to comply with this requirement will lead to disciplinary action.

**Statement by the Trainee Educational Psychologist**

In Year 1, this protocol is discussed with your university tutor and signed at the start of your first placement in the Autumn Term (October) and second placement in the Summer Term (May).

In Years 2 & 3, this protocol is discussed and signed at the **joint initial 3 way meeting** with your Placement Supervisor and University Tutor in September.

I am aware of the need to demonstrate fitness to practise and have regard to HCPC Standards of Performance, Ethics and Conduct and the BPS’s Code of Ethics and Conduct.

Signature \_\_\_\_A close up of a hanger

Description automatically generated\_\_\_\_\_\_ Name (please print)\_\_\_\_Patrick Langford\_\_\_\_\_\_

Year Group \_\_\_\_\_\_3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Statement by Placement Supervisor**

In Year 1, this protocol is signed by the University Tutor at the end of the first term of the first placement (December) and by the Placement Supervisor in the second placement midway through the summer term (June).

In Years 2 & 3, this protocol is signed by the Placement Supervisor at the end of the first term (December), with the exception, in Year 3, if the same Placement Supervisor continues to supervise the trainee, the protocol is signed in September.

I have no concerns about the fitness to practise of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Trainee EP

OR

There are some matters that I wish to highlight:

Issues:

1)

2)

3)

Suggested actions:

1)

2)

3)

Agreed date to review:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (please print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The completed form should be placed in your professional portfolio.**