Public health practitioner portfolios

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Are you talented, skilled, highly knowledgeable and altogether brilliant?

A portfolio helps you to prove it
What is a portfolio?

‘...collection of evidence which demonstrates the continuing acquisition of skills, knowledge, attitudes, understanding and achievement ...retrospective and prospective as well as reflecting the current stage of development and activity of the individual.’
What is a portfolio?

- A celebration of your career: knowledge, skills and experience
- Evidence that you meet the required standards for registration
Portfolios should be:

- Accessible – easy to navigate, read and understand
- Living – change and grow with your personal and career development
- Robust – for positive assessment of the evidence
- Useful – now and in the future
A PH practitioner portfolio

• should demonstrate your skills and knowledge for each of the 12 practitioner standards
PHP assessment process

• Developmental for the applicant
• Local (i.e. within South Central)
• Transparent (i.e. assessor and assessed share the process and the assessment log)
Competence and stages of learning

Unconsciously incompetent
Consciously incompetent
Consciously competent
Unconsciously competent
Work, evidence, commentary

- **Work** - examples of which you draw on to demonstrate your skills and knowledge
- **Evidence** - what you include in your portfolio to substantiate your claims to competence
- **Commentary** - what you write to describe and explain your competences within the work you are using
Format of a php portfolio

• A collection of evidence provided through written evidence and assessor comments / commentary

• Evidence collectively demonstrates competence in 12 standards within the 4 areas:
  – Professional and ethical practice
  – Technical competences in public health
  – Application of public health competences to public health work
  – Underpinning skills and knowledge
Format of a portfolio:  
How many pieces of work

• One piece of work may (is likely to) contribute to more than one standard
• One piece of work might cover all the standards in one area
• Several pieces of work may contribute to one standard
• BUT – each standard only has to be demonstrated once
Format of a portfolio.

How much evidence

- Evidence relating to three or more discrete pieces of work
- At least two pieces of work should be used to demonstrate across area 2 - technical competences in public health
Format of a portfolio: Underpinning knowledge

- need to include information about how your knowledge has been gained to support work undertaken
- Knowledge may have been gained through formal learning, on the job learning, informal learning i.e. through meetings, private study
Permissible evidence

• Written reports of your own work, mainly from your main work role, but could also relate to work outside your employed role
• Detailed testimonial of your contribution from a manager or senior colleague, + accompanying commentary from you
• Written case studies of work by others, based on analysis, observation and discussion with colleagues
• A video or DVD of your work + accompanying commentary from you
• For standards 11 and 12, (collaborative working and communication) assessor can observe you in the field + accompanying commentary from you
Structure of a written commentary

- Set the public health context - why was the work done
- Aims and objectives of the work
- Your role, responsibilities and why you were involved
- The results or outcomes of the work
- How you acquired the knowledge to support the work
- Your understanding of the issues
Structure of a written commentary

• How you applied your knowledge in this piece of work
• How you think the evidence demonstrates the particular standard(s)
• Your reflection on the work and your role, what you learned, what went well, what you would do differently
• Info. on the standards being addressed and the supporting evidence you are providing
Appropriate work

Work might be:
• Current and ongoing
• Completed, in the past
• At least half the evidence provided should be recent i.e. within the past 3 years
• Evidence can relate to work undertaken in any setting or role
Essentials to remember

• Read and fully understand the standard you are claiming
• Substantiate your claims to competence through evidence
• Work, and your commentary, must relate directly to the standards for which you are claiming competence
• Identify your contribution / role in the work you are using
It is YOUR work and / or thoughts that you need to capture
Essentials to remember

• Make it as easy as possible for your assessor to understand and assess the evidence
• There is no single way to present evidence
• Order and structure in commentaries is key