

FREQUENTLY ASKED QUESTIONS

- **How do I fill in the student Practice Assessment Document (PAD)?**
Please look at the completed PAD Document example
- **I need to contact one of the University Lecturers?**

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- **I need to implement a Development action plan (DAP) for my student – What should I do?**
Development action plan forms are held within each element of the PAD, but please view our example and professionally discuss with the student.
- **Who can sign off elements within the PAD?**
The majority of elements can be signed by any Paramedic, however PEd or lecturer specific elements will be indicated.
- **By what method can an element be signed off?**
We would hope most elements will be signed off by direct observation of the student, but we understand that this is not always possible. In this instance simulation, discussion / Q&A, reflection or a combination of each may be used at the discretion of the PEd or Lecturer.
- **How do I book a tripartite for myself, the student and the University?**
You can do this by contacting the lecturers as listed above.
- **My student witnessed a distressing incident – What should I do?**
You can debrief the student post incident, if not sufficient you can ask the Duty manager to forward a referral to TRiM if this is the case please send a confidential email to one of the course lecturers as listed above.
- **How do I raise a Cause for Concern?**
You can follow the Cause for Concern algorithm available on this site and in the Paramedic Science Practice Educator Handbook