

# Public Health Practitioner Programme Cohort 15

## Pre-Application Information

### Selection Criteria

Applicants must be able to demonstrate:

- Employment within the Wessex geographical area (Southampton, Hampshire, IOW, Portsmouth)
- Minimum of 2 years autonomous public health work experience aiming to improve and protect health and reduce health inequalities.
- Working in a public health role with autonomy in their own area of public health practice where they are managed rather than supervised directly.
- Commitment to pursuing a career in public health.
- Self-assessment against the [Public Health Practitioner Standards](#). Applicants must be able to demonstrate (through completing the self-assessment form) a broad range of relevant experience. Practitioners are expected to have some gaps, but to be able to complete a portfolio within the specified timescale, any gaps must be addressed within six months of being accepted on the scheme.
- Applicants will be required to submit an up-to-date CV and certificates of academic qualifications (if applicable).
- A signed commitment to completing a portfolio within 12 months against the Public Health Practitioner Standards for Registration in the timescale specified and full participation in all elements of the scheme. This must be a genuine commitment to **completing a portfolio by Friday 19<sup>th</sup> December 2025**.
- The Practitioner Timeline and signed agreement completed at the start of the programme will demonstrate the applicant's commitment to the completion of elements of the programme by the deadlines indicated. Where unforeseen circumstances arise and these deadlines are likely not to be met, applicants are expected to inform the HEE Wessex office, the Provider Sally Cray and their local PH workforce lead.
- The commitment from line managers for support is also demonstrated through the signed application form, including the agreed time off to attend formal learning sessions, additional relevant CPD events arranged through the programme and allocated writing time for portfolio development.

In submitting an application to the Scheme, applicants will have read and fully understood the [Guidance for Applicants, Assessors and Verifiers Public Health Practitioner Registration Pages 3-11](#) and [Supporting Information for Public Health Practitioner Registration](#).

## Information about the Wessex Public Health Practitioner Development Programme

The NHS England WTE Wessex School of Public Health (formally HEE), is committed to supporting all practitioners who wish to develop portfolios of evidence against the Public Health Practitioner Standards.

**Cohort 15 will be able to accept a maximum of 16 practitioners and therefore each application will be assessed and scored as part of the recruitment process.**

Practitioners who are successful with gaining a place on the Programme will benefit from a range of support and development opportunities including:

1. A 1:1 to support you in confirming the pieces of work that will go into your portfolio.
2. Induction to the programme **(delivered in person)**
2. Five Portfolio Development Groups (PDGs) **(delivered virtually)**
3. Five Public Health Masterclasses **(delivered virtually)**
4. MECC Lite training **(delivered virtually)**
5. Facilitated Practitioner Forums to monitor progress and identify further support needs **(delivered virtually)**
6. Access to your local Public Health Development Lead for support and information
7. Access to broader CPD opportunities in Wessex and the South East
8. Feedback on each of the draft commentaries in preparation for submission
9. Access to an e-Portfolio account to submit your work
10. Allocation to an Assessor

**Practitioners will be expected to submit a completed portfolio, fully assessed and signed off, ready for verification within 12 months of commencing the programme.** Employers are advised that participants must be allowed the following protected learning time to undertake the following during those 12 months:

- A 1:1 with the course facilitator at the start of the programme (and at least one other over the course of the programme).
- Induction day to the programme
- Five whole day Portfolio building support sessions (PDGs)
- Five masterclasses
- Time in the workplace to draw evidence for the portfolio from current work
- A total of 3 days (pro rata for part time staff) for portfolio writing
- Time to attend the practitioner forum sessions.
- Time to attend an Interim Review and follow up if required.



**Provisional dates for the Public Health Practitioner Development Programme are provided below.** (please note all sessions will be delivered online) You are expected to attend all sessions.

- Deadline for submission of application: **Friday 01 November, 12:00pm**
- Interview: **Wednesday 20 & Thursday 21 November**, times TBC
- Outcome of interviews: **By 26 November**
- Practitioner Induction Day: **Wednesday 8 January** (In person all day event, time TBC)
- Portfolio Development Group days:(you will be split into 3 groups and will attend the 5 sessions for your group). You will be informed of your group during Induction.

<b>PDG</b>	<b>Group A</b>	<b>Group B</b>	<b>Group C</b>
PDG 1	14 February	19 February	24 February
PDG 2	19 March	26 March	28 March
PDG 3	8 May	15 May	16 May
PDG 4	27 June	03 July	04 July
PDG 5	30 September	03 October	06 October

- Submission of Commentaries: **C1: 06 June, C2: 05 September, C3: 17 November by 12pm**
- Deadline for Practitioners submission of completed portfolio: **Friday 19 December by 12pm**

**Practitioners are expected to adhere to the submission deadlines for each commentary and failure to meet these deadlines may risk withdrawal from the programme.**

## Expectations

Once accepted onto the Practitioner Programme you will be expected to fully engage in all aspects of the programme. There is an expectation that you will:

- Fill gaps in knowledge and/or application
- Complete 3 Written pieces of work (commentaries) to demonstrate knowledge, understanding and application of all 34 standards.
- Participate in all aspects of the programme including masterclasses, evaluation and ongoing support of the scheme
- Meet scheme deadlines and submit work using the e-portfolio platform.

**Please note** as the programme is part of a local implementation process for the Public Health Practitioner Standards, all participants will be expected to contribute to the evaluation of the scheme.

## Helpful Documents

### [Public Health Practitioner's Education and Training Directory](#)

This resource signposts online courses linked to the knowledge requirements for the UKPHR standards

### [The UKPHR Practitioner Standards](#)

### [Public Health Skills and Knowledge Framework](#)

This document informed the development of the UKPHR Practitioner standards, it describes the skills and knowledge needed by everybody in the public health workforce.

### [UKPHR Guidance of Applicants, Assessors and Verifiers](#) (March 2024)

Essential pre reading prior to application for the scheme (pages 3-11)

### [UKPHR Supporting information](#) (March 2024)

Essential pre reading prior to application for the scheme (pages 3-20)

### [Good Public Health Practice Framework 2016](#)

A resource designed to inform understanding of what good practice in public health should look like.

## Cohort 15 Programme Timetable

# Cohort 15 – Wessex Practitioner Development Scheme Timetable 2025

Facilitator Led	WT&E Led	Learning & Development
Deadlines	Assessments	Reviews

Programme	Date
Practitioner 121 Competency Mapping	2 <sup>nd</sup> - 10 <sup>th</sup> December 2024
Practitioner Course Insights Profile and 1:1	2 <sup>nd</sup> – 31 <sup>st</sup> December 2024
Cohort 15 Induction (10:00 – 15:00 In person Event)	8 <sup>th</sup> January 2025
Line Manager Session (to attend one session only)	14 <sup>th</sup> , 15 <sup>th</sup> & 16 <sup>th</sup> January 2025
LSBU Masterclass 1 (10:00-12:30)	29 <sup>th</sup> January 2025
Submit 1 <sup>st</sup> Homework for review	7 <sup>th</sup> February 2025 at 10am
Portfolio Development Group 1 (09:30 – 14:45)	14/2, 19/2, 24/2
LSBU Masterclass 2 (10:00 – 12:30)	13 <sup>th</sup> February 2025
MECC Training (09:30 – 12:30)	25 <sup>th</sup> February 2025
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	27 <sup>th</sup> February 2025
Submit homework for review (4 stds for 1 <sup>st</sup> commentary)	14/3, 19/3, 21/3
LSBU Masterclass 3 (10:00 – 12:30)	12 <sup>th</sup> March 2025
Portfolio Development Group 2	19/3, 26/3, 28/3
LSBU Masterclass 4 (10:00 – 12:30)	2 <sup>nd</sup> April 2025
E-portfolio Training (1 hour) 11:00 – 12:00	24 <sup>th</sup> April 2025
Practitioner Forum Drop-in ( 1 hour) 10:00 – 11:00	29 <sup>th</sup> April 2025
Line Manager Catch Up 1 (1 hour) 13:00 – 14:00	30 <sup>th</sup> April 2025
Submit draft C1 for review	30/4, 7/5, 9/5
LSBU Masterclass 5 (10:00 – 12:30)	30 <sup>th</sup> April 2025
Portfolio Development Group 3 (09:30 – 14:45)	8/5,15/5, 16/5
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	20 <sup>th</sup> May 2025
DEADLINE: Submit Commentary 1 for Assessment	6 <sup>th</sup> June by 12pm
Assessment of Commentary 1	6 <sup>th</sup> June – 20 <sup>th</sup> June
Portfolio Development Group 4 (09:30 – 14:45)	27/6, 3/7, 4/7
Practitioner Interim Review (1hr appointment times will be confirmed)	2 <sup>nd</sup> July 2025
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	9 <sup>th</sup> July 2025
Deadline for submitting Commentary 1 Clarifications	11 <sup>th</sup> July by 12pm
Assessment of Clarifications	11 <sup>th</sup> July – 25 <sup>th</sup> July

Line Manager Catch Up 2 (1 hour) 10:00 – 11:00	15 <sup>th</sup> July
Submit draft C2 for review	4 <sup>th</sup> August by 10am
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	12 <sup>th</sup> August 2025
DEADLINE: Submit Commentary 2 for Assessment	5 <sup>th</sup> September by 12pm
Assessment of Commentary 2	5 <sup>th</sup> September – 19 <sup>th</sup> September
Practitioner Interim Review (follow-up if required)	25 <sup>th</sup> September 2025
Portfolio Development Group 5	30/9, 3/10, 6/10
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	13 <sup>th</sup> October 2025
Deadline for submitting Commentary 2 Clarifications	8 <sup>th</sup> October by 12pm
Assessment of Clarifications	8 <sup>th</sup> October – 20 <sup>th</sup> October
Line Manager Catch Up 3 (1 hour) 13:00 – 14:00	15 <sup>th</sup> October
Submit draft C3 for review	27 <sup>th</sup> October by 10am
DEADLINE: Submit Commentary 3 for Assessment	17 <sup>th</sup> November 2025
Assessment of Commentary 3	17 <sup>th</sup> November – 1 <sup>st</sup> December
Practitioner Forum Drop-in (1 hour) 10:00 – 11:00	4 <sup>th</sup> December 2025
Deadline for submitting Commentary 3 Clarifications	15 <sup>th</sup> December by 12pm
Assessment of Clarifications	15 <sup>th</sup> December – 19 <sup>th</sup> December
DEADLINE: Submit all supporting documentation	19 <sup>th</sup> December by 12pm
Assessment of Supporting Documentation	By Friday 9 <sup>th</sup> January
Verification	12 <sup>th</sup> January – 30 <sup>th</sup> January 2025
Verification Panel	26 <sup>th</sup> February 2025
UKPHR Approvals Committee	TBC

## Disclaimer

This timeline is an internal working schedule for the Wessex Public Health Practitioner Programme. It is intended for Public Health Practitioners on the Public Health Practitioner Programme.

The timeline maybe subject to change in the event of sickness or any unforeseen circumstances. Any changes will be communicated to those on the practitioner programme. Please ensure that you check the website for the most updated information.