# Transcript

## Return to practice : supervised practice

### The role of the supervisor animation

A return to practice supervisor is a vital part of a returnee's journey back to us.

You're there alongside them, offering guidance and support so they can practice safely and effectively.

To take on the role of supervisor, you have to meet the HCPC requirements. You must be HCPC registered for at least three years and of the same profession as the returnee.

You must not be subject to any fitness to practise proceedings or sanctions.

You can only supervise activities which are within your own scope of practice.

And you don't have to do it alone, your whole team can be involved in supporting a returnee, including support workers and newly qualified staff.

Your returnee brings with them a wealth of skill and knowledge from their previous experiences and is trusted to lead their return to practice process.

As their supervisor, your role is to help support and develop them.

A great way to start supervised practice is to ask your returnee to complete a self-assessment tool.

It helps identify the knowledge, skills, and behaviours they need to update within the area they plan to return to and is really helpful for the returnee to set their objectives and to discuss an action plan for the period of supervised practice.

You should have a supervision agreement in place at the beginning of your placement too.

You may have local ones available for you to use, or you can find examples of supervision agreements in the online AHP supervised practice guidance document.

The self-assessment tool can also be found in this guidance document.

To help returnees become more familiar with your organisation, you should provide dates of corporate inductions and any information that is helpful to read before supervised practice begins.

As you would provide to students for placements, local induction and relevant TURAS mandatory learning.

The AHP Return to Practice pages on the NHS Careers website have lots of other resources available, which you may find helpful to share with your returnee as well.

During the period of supervision, you should set aside dedicated time to spend with your returnee.

How often you meet will depend on your returnee's specific learning needs.

Throughout the placement, the only paperwork you as a supervisor have to complete is HCPC's supervised practice form, which documents the periods you have supervised the returnee in practice.

At the end of their time with you, you sign this form to confirm your returnee has completed their supervised practice.

All other paperwork is the returnee's responsibility.

They may ask you to countersign their return to practice forms, which are required by the HCPC.

These forms can be found on the HCPC Return to Practice pages and include a cover summary sheet and a page documenting activities related to supervised practice, formal study and private study.

You are not obligated to sign these documents.

However, if you're happy to, you must take reasonable steps, such as asking to see the reflections or formal study certificates to ensure your returnee has carried out the activities they are declaring, asking how they apply their learning in practice to ensure they have carried out activities.

It is important to note that when you sign any of these documents, you are not declaring your returnee is fit to practise.

That judgement is for returnees to make.

When their supervised practice ends and your returnee has completed all of their paperwork, they can then apply for HCPC registration.

The very last thing to do as their supervisor is signpost them to local vacancies, guiding them onto the final step in their journey back to us and back to helping the people of Scotland.