

welcome



**THE SOCIETY FOR  
RADIOLOGICAL PROTECTION**

# Finding the Evidence

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# Contents

- Where to start.
- What is Evidence?
- Filling the gaps (if there are any).
- Putting it all together.

# In the beginning

- Start pulling “evidence” together.
- Get the guidance from the RPA2000 website.  
<http://www.rpa2000.org.uk/rwa-certification-scheme/>
- Follow the guidance and use the tables.
- Speak to other applicants or certificate holders,
  - there is a list in the RPA2000 web page.
- Make some time.

# Where to start

- Read the list and note down what evidence you already have;
  - Is it “Core Knowledge” or “Practical Experience”?  
BU, DU or GW, what level is required?
  - Identify gaps and then plan to fill them.

# What is evidence? What does it look like?

- Core Knowledge.
  - College/Uni course work.
  - Training,
    - Attended or Given.
  - Relevant Meetings.
  - Committee work.
  - Papers,
    - Written,
    - Read and applied.
- Practical Competencies.
  - Audits,
  - Assessments,
  - Reports,
  - Regulatory correspondence,
  - Consultations,
  - Records.....

# Filling the Gaps

- Once you know what areas need to be addressed review your options;
  - Is there a job at work that you could get involved with?
- Convert knowledge to practical,
  - Simulation.
  - Audit against relevant regulations (i.e. RSR, waste management).

# Work based

- With your line manager,
  - Identify a job/project that would allow you to address a competency.
  - Agree your role and what you want to achieve.
  - Think about how your going to record your contribution.



# From Knowledge to Practical

- Been on some good training;
  - Prepare a review and show your understanding of the regulations.
  - Cascade training to others.
  - Audit a company practice in relation to the new information obtained from the course.

# Simulation

- Use a realistic workplace scenario but only use when obtaining this experience in your workplace is difficult.
- Can use 'mentored practical Exercises' provided in some training courses.
- Suitable topics could include;
  - Issues to be addressed with a new waste stream,
  - Assessment of a new project.
- The RPA2000 website suggests no more than one third of evidence should be simulated

# Audits

- Review your workplace compliance against specific regulations or a targeted work area.
- Review someone else's work, providing a detailed assessment.
- Carry out a Duty of Care audit of your waste provider.

# Get involved

- Speak to others, it may give you ideas or prompt you to look at evidence you have forgotten or discounted.
- Is there a committee you can get onto or an event that you can help organise or present at? They will all provide evidence of you applying your knowledge.

# Pulling it all together

- Go back to the guidance and follow it!!
  - <http://www.rpa2000.org.uk/rwa-certification-scheme/>
- Use the tables to link everything together.
- Remember 1 piece of evidence can cover multiple requirements but it needs to be well documented (tabs, highlighters whatever you prefer)

# Summary Paragraphs

- This is your chance to direct the assessor, detail what section you are covering and how this evidence meets that criteria.
- Be clear but thorough as only the lead assessors get to see the full portfolio, the other 2 assessors get your summary section and from that they have to be able to understand your application.

# Finally

- Get started now, don't put it off.
- Get second opinions.
- Make sure it is easy to navigate through your portfolio.
- And, remember “Quality not Quantity” a few pieces of good evidence is better than lots of weaker ones.

## Questions?

*thank you*