

UH PG CERT AMHP PROGRAMME

Application Process:

The normal application process for the programme is that the applicant has:

- **Been nominated by a local authority/trust AMHP Service Lead (AMHP Lead) in advance of the interview taking place, who confirms:**
 - that there will be an appropriate AMHP practice placement in place.
 - that a suitably qualified AMHP who can act as a Practice Learning Educator will be in place.
 - that the applicant has shadowed a minimum of 3 Mental Health Act Assessments prior to the interview – ideally within 1 year before – and has or will have completed at least one in the preceding 2 months of the PG Cert AMHP programme interview.
 - that the applicant has suitable prior experience of the practical application of appropriate legislation and policy, specifically but not limited to mental health, mental capacity and human rights legislation.

How and then the LA/Trust/ AMHP leads decide on this is not prescribed. The LA/Trust/AMHP services may have an internal pre-selection process in place in relation to this, which could possibly take place before the Pre-AMHP Foundation Course or the PG Cert AMHP Programme. This process may involve regular meetings with the applicants and/or an internal Local Authority/ Trust interview and/or checking with the applicant's line manager, and/or a self-declaration by the applicant, and/or via other means.

- **Successfully completed a University of Hertfordshire PG Cert AMHP Programme Interview.**
- **Fully completed the University of Hertfordshire application. As part of the application process, within the application, the applicant will need to:**
 - Confirm that they have a professional qualification and full registration as a social worker, mental health or learning disability nurse, occupational therapist, or psychologist. The candidate will include registration details for any professional regulatory body/bodies they are registered with. *The registration will be checked by the University prior to the applicant being able to start the programme to ensure that any registration(s) is/are current and up to date and there are no ongoing fitness to practice concerns. If there are any ongoing fitness to practice concerns the applicant will be unable to undertake the course until after these have been resolved.*
 - Confirm there are no ongoing concerns in relation to their fitness to practice and that they will inform the University/ employer/ sponsoring body/ AMHP lead if anything changes in relation to this at any point.
 - Confirm that they have shadowed a minimum of 3 Mental Health Act Assessments with a qualified AMHP before the UH AMHP programme interview. A written reflective account needs to be included with the application for the AMHP training (See **Appendix A**).
 - Confirm they have an enhanced Disclosure and Barring Service (DBS) certificate with adult and child workforce barred list checks. This certificate must be issued within three years prior to the programme start, unless the applicant has an active subscription to the DBS update service. Applicants unable to confirm a suitable DBS will need to undertake a new DBS disclosure. They must also confirm there are no convictions, cautions, or additional information on the DBS certificate. If unable to confirm a 'clear' DBS, applicants will need to provide additional information for review under university processes to determine suitability for the AMHP role. *All information obtained through the DBS check will be handled in accordance with data protection laws and the university's confidentiality policies.*
 - Provide evidence of completing a relevant Pre-AMHP post-qualifying course at master's level (level 7): completion of the University of Hertfordshire's Pre-AMHP Foundation Course is normally required.

- Confirm they are in agreement for information about their grades, attendance, and performance to be shared by the University with the employing authority, AMHP Lead and Practice Learning Educator.
- Confirm that they have no other work, training or other commitments during the course which could prevent or delay completion of the course. *Some leave can be agreed with the programme leave in advance of the application only if the course is being completing on a part time basis – usually a maximum of 1 week.*
- **Where an applicant is self-employed or not employed by a Local Authority or Trust then DBS and Occupational Health clearances by the University will be required before commencing any placement activity.**

Note: At the point of completing the application and at the point of being invited for the interview, applicants will be provided the opportunity to request any reasonable adjustments they require for the admissions process itself. Where stages of the selection process are carried out by partner organisations (e.g. at a pre-selection stage where relevant), partners (AMHP lead/ LA/ Trust) need to provide reasonable adjustments to applicants. Where reasonable adjustments have been provided, it may be appropriate for partner organisations to share this information with UH with the applicant's consent.

Appendix A: Reflective Summary of shadowed Mental Health Act Assessments

Experience of shadowing at least 3 Mental Health Act Assessments with a qualified AMHP prior to the UH AMHP Programme interview is required – an approx. 500-1000 word reflective summary of which will need to be discussed with the AMHP lead and included with your application.

Name of AMHP candidate/ applicant		
Assessment Dates	1. 2. 3.	
Assessment locations (e.g. community, A&E, Health Based Place of Safety, ward)	1. 2. 3.	
Reflections on assessments (i.e. identified relevant learning, thoughts and feelings shared, any noteworthy remarks concerning attitude and approach). Approx. 500 – 1000 words		
I confirm that I have discussed the above with the AMHP lead.		
Signed by candidate/ applicant: Date:		