Support for existing staff to access the new part-time Occupational Therapy and Physiotherapy pre-registration programmes Appendix 2: Part-time Occupational Therapy & Physiotherapy BSc Study Application Process

Pre-selectio process

- Discussion with line manager and inclusion in PADR as a career goal if appropriate
- Application to University:
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University selection

- Occupational Therapy Swansea and/or USW
- Physiotherpy USW

University selection process

- If University place not offered, discuss feedback with line manager and plan to meet learning needs
- \bullet If University place offered, inform line manager and move to internal selection process

Internal selection

• Completion of 'Expressions of Interest' form, including personal statement & details of employement status e.g. hours of work, service, base

Internal selection

- Interview Occupational Therapy and Physiotherapy to complete separate interviews to decide on support for candidates in each service. These interview will be standradised across the professions. If candidates do not work in core therapy services, representatives from each service to be invited to join the interview panel
- Internal selection
- If HEIW bursary funding available, service leads to decide which candidates will be supported
- If HEIW bursary funding not available & in the event that more candidates are successful at internal selection than bursary places available, service leads to discuss other support options with candidates e.g. reduced hours, move to another service, deferral of study via a Flexible Working request

Postelection • Candidates and service leads to follow all necessary HR processes e.g. study leave application, A3 form, annual leave calculation, bursary re-charge