

Testimonies:

"Excellent course, I couldn't have completed my portfolio without it"

"It was the best course I attended this year. Small, open discussion, and very friendly. You made a tough portfolio seem achievable."

"Amusing and most enjoyable workshop, one of the most useful I have attended."

"Small informal group, relaxed setting, lots of time for questions and discussion which was excellent."

"Good handouts, lot of useful tips and advice"

"Great to network with other professions"

"Good to look at a portfolio that has been approved"

The workshops are interactive and small groups.

The Workshop will Cover:

- The Approvals Function
- The Role of the Approval Panel
- AC application via Portfolio Route
- The 8 Competency areas
- Portfolio evidence and contents
- Anonymizing
- Portfolio Checklist
- Personal Statement
- Role of AC/RC
- Reports and Case Commentaries
- Statutory forms
- Reflective writing/reflections
- Mentoring and Supervision
- Question time.
- Review of good portfolios
- Light Lunch
- And much more.....

Visit the Winterhead Website for further information: -
www.winterhead.co.uk



PORTFOLIO WORKSHOPS

Chippenham Golf Club
Malmesbury Road
Chippenham Wiltshire, SN15 5LT

Tuesday 3 March 2026

11.00 -15.00

APPROVED CLINICIAN APPROVAL PORTFOLIO ROUTE

Are you a doctor who is not on the GMC Specialist Register in Psychiatry, a Psychologist, Nurse in Mental Health or Learning Disabilities, an Occupational Therapist or a Social Worker? Who would like to be approved as an Approved Clinician?

The England South Approvals Panel strongly recommends you attend a current Portfolio Workshop prior to compiling your portfolio.

This workshop is for applicants in the South West, Central and South East Coast of England only.

**DELEGATES MUST ATTEND THEIR
OWN REGIONS APPROVING PANELS
PORTFOLIO WORKSHOP**

The cost of the Workshop is £125 + VAT at 20% = £150. This includes course material, a CPD certificate, and a light lunch.

Payment must be received before attendance at the course. Cancellation fee 2 weeks or more before the workshop £25.00. **Non-refundable within 2 weeks**

Title:.....

Name:.....

Address.....

.....Post Code.....

Telephone:.....

Email:.....

I am a

- Doctor ☐
- Psychologist ☐
- OT ☐
- Nurse ☐
- Social Worker ☐

I wish to attend in person on ...

Tuesday 3 March 2026

Dietary requirements.....

Venue – Chippenham Golf Club, SN15 5LT

I am paying by £150 BACS please put your first and last name as payment reference: ☐

Sort Code **40-46-18** Account: **52167085**

A/c Name: **Winterhead Ltd**

Please return to Heather Waltham, Winterhead Ltd, Email: heather.waltham@winterhead.co.uk

I am interested in applying for Approved Clinician (AC) status what should I do?

- Are you a senior clinician who is sufficiently experienced to capably, and with authority, exercise the autonomous decision-making required of an AC?
- Consider whether you are eligible to apply for AC status.
- Ensure that you understand the role of the AC and Responsible Clinician (RC)
- Consider carefully why you are thinking of applying to become an AC.
- Discuss with your employer (professional line manager / appropriate Clinical Director) and a current AC to ascertain whether they believe you have the competencies required to successfully apply to become an AC.
- Consider with your professional manager whether you need to acquire additional skills, knowledge and experience through CPD and by undertaking further appropriate training before you will be eligible to apply for AC Status

- Consult your employers' policies, procedures, and selection criteria for AC where these are available.
- Ensure that you have organizational support from your line manager and a plan for your envisaged deployment as an AC/RC.
- In addition, you should ensure that such plans have the support of your Medical or other relevant Clinical Director. They will ultimately need to support your application.
- Identify at least one mentor who is an AC and who is prepared to support you in your preparation.
- Be mindful of the challenge to existing and traditional roles and conventions. In doing so consider potential cross-professional issues and conflicts, especially the relevant responsibilities and authority of the RC and medical AC in treatments for which you may not have professional competence.
- Local policy guidance or Practice Notes should be consulted or developed as necessary.

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