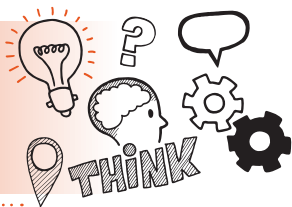


Think about
Observation of professional practice
Level 4 Regulatory Compliance
Officer AP02



On the day of assessment, you will carry out:



A 120-minute observation



Face-to-face



In a controlled environment



With an end-point assessor



Key point

You will be required to undertake 6 simulated tasks to demonstrate your abilities in the following:

1. planning and preparing for a regulatory intervention
2. carrying out regulatory activities
3. analysing information gathered
4. providing initial guidance/feedback
5. evaluating findings and formal reporting
6. following up actions and monitoring



Do

- Review the criteria associated with the observation of professional practice – this can be found in the EPA kit
- Select an appropriate scenario from those available to you with the support of your employer
- Use the planner to demonstrate the skills you have that are associated with the observation of professional practice
- Be prepared to reflect on your on-programme personal development and learning



Don't

- Forget to plan
- Forget to bring your ID
- Forget to demonstrate each of the 6 typical stages of an audit



Next steps

- Results can take up to 12 working days to be confirmed
- Your manager/training provider will inform you of the results



Resits

If you do not achieve a pass result on the observation of professional practice you can resit the assessment.



Use the table below to plan and prepare for the observation of professional practice

Standard area	Key points to remember
Evaluate your performance	
Focus on customer service	

Risk assessment

**Research and
analyse data**

**Prepare for your
intervention**

**Check
compliance**

**Provide support
and guidance
to improve
compliance**

**Respond to
non-compliance**

**Effective
decision making**

**IT and digital
skills**

**Work effectively
within a team**