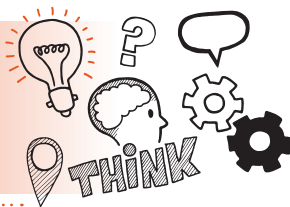


Think about  
Observation of professional practice  
Level 4 Regulatory Compliance  
Officer AP02



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**