

Think about  
Professional discussion  
Level 5 Operations/  
Departmental Manager v1.1



On the day of assessment, you will carry out:



A 30-minute professional discussion



Face to face or remote



Under exam conditions



With an end-point assessor



**Key point**

You will need to provide evidence of any additional learning/  
CPD you have undertaken during your apprenticeship.



## Do

- Reflect on the continuous professional development (CPD) activities you have undertaken
- Reflect on the knowledge, skills and behaviours you have developed and how they have supported you in your role and improved your confidence
- Give thorough, but succinct, answers to questions that reflect the level 5 standard
- Ensure a quiet room is available and that there are no interruptions



## Don't

- Forget to bring your completed CPD log for the assessor to review
- Forget to tell your colleagues that you are being assessed



## Next steps

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



## Resits

- If you do not achieve a pass result on the professional discussion, you can resit the assessment

