



Pulmonary rehabilitation services accreditation scheme (PRSAS)

Role description and person specification

Assessors are the face of the accreditation scheme. They are expected to promote and champion the scheme. They have a critical role in assessing services for accreditation, providing a fair, comprehensive and transparent assessment and suggestions for quality improvement.

Successful applicants undergo a detailed training programme that equips them with the necessary skills and knowledge required to undertake the role, as detailed in the assessor training pathway.

About this document

This document contains the qualities expected in an assessor, and will be used as the basis for contracting. In addition, all applicants are required to read and agree with the following documents:

- Assessor application form
- Assessor code of conduct
- Assessor training pathway

This document is not intended for lay assessors, for which there is a separate role description.

Reimbursement

Assessors are paid expenses, and accommodation and dinner will be arranged during the assessment visit. Further details of this are available from the Accreditation Unit.

Statement of requirements

All assessors are required to undertake the following activities:

- Provide open communication with services during the assessment period, building a relationship and offering a supportive approach.
- Undertake the remote assessment of services, involving the online review of evidence submitted for assessment and provision of feedback to services via the webtool.
- Undertake a site assessment of services involving the inspection of site facilities, interviewing staff, review of service evidence and compilation of an assessment report.
- Respond to queries from quality assurance assessors and the service after an assessment to ensure the assessment report is consistent and fair
- Undertake further roles as agreed with the Accreditation Unit, such as quality assurance assessor, annual renewal assessor or service trainer.
- Any other duty related to the accreditation of services, as reasonably determined with the Accreditation Unit.

Note: Some assessments may last for more than one day and may involve travel outside of an assessor’s local area. Assessors will be informed of the length and location of an assessment before they commit to undertaking the assessment. Once an assessor has indicated their commitment to an assessment, the assessor will be expected to undertake the assessment at the pre-determined time and location.

Person specification

All assessors are required to:

- Be actively involved in the provision of a pulmonary rehabilitation service.
- Be a strong representative of the accreditation programme and accreditation as a whole, and show integrity at all times.
- Be in good standing with their employer and actively work towards accreditation within their service.
- Abide by the assessor code of conduct.

Role specific requirements

Physiotherapist/Occupational therapist assessors are required to:

- Be registered with the Health and Care Professions Council (HCPC).
- Hold a certificate of specialist training in pulmonary rehabilitation.
 - Or, demonstrable experience of working in pulmonary rehabilitation services.
- Have at least 5 years' experience at a senior level in a pulmonary rehabilitation service.

Nurse Assessors are required to:

- Be registered with the Nursing and Midwifery Council.
- Hold an appropriate academic qualification in their speciality (preferable).
- Have at least 5 years' experience at senior nurse level in their speciality.
 - Or, demonstrable experience in other roles supporting pulmonary rehabilitation developments.

Experience and training

All assessors are required to:

- Conduct assessments and undertake their roles and responsibilities as detailed in their training and assessor guidance material.
- Successfully complete the assessor training pathway, and continue to demonstrate an ongoing high level of skill against the assessor competencies (see the assessor training pathway).
- Have expert knowledge and skills in pulmonary rehabilitation with commitment to continuing professional development.
- Demonstrate management experience and team leadership responsibilities.
- Demonstrate an expert understanding of the accreditation programme, standards, their role as an assessor, and how this relates to the service on a practical level.
- Show commitment to acquire the knowledge and skills in the assessment process.

Continuing professional development

All assessors are required to:

- Attend at least one assessor review day annually.
- Attend ad-hoc online training sessions provided by the Accreditation Unit.
- Complete at least one assessments annually.
- Complete a 360 degree peer review on their fellow assessors following each assessment.