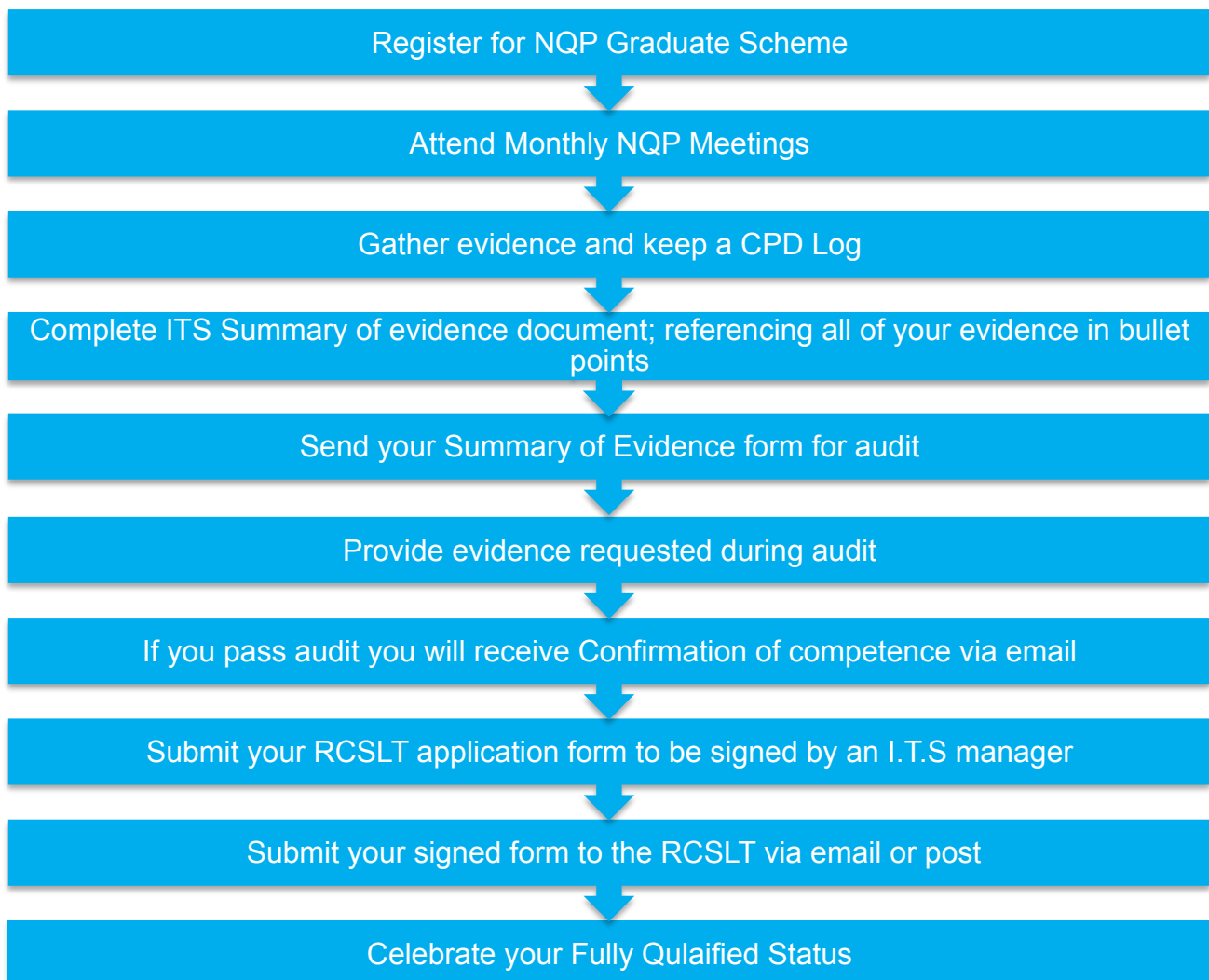# RCLST NQP Competency framework

Integrated Treatment Services offer a graduate scheme, which supports therapists to achieve their competencies. This document outlines what is expected of you and what you will need to complete in order to be considered competent. We need to ensure that our therapists are fully competent and able to work independently without supervision in order to protect our therapists, the reputation of our graduate scheme and most importantly our clients.

The Royal College of Speech and Language Therapists have a NQP Framework guidance document, which can be downloaded within the ITS Handbook. It provides you with a clear overview of what you will need to do and what types of evidence you will need.

Steps to becoming a CertMRCSLT:

Register for NQP Graduate Scheme

Attend Monthly NQP Meetings

Gather evidence and keep a CPD Log

Complete ITS Summary of evidence document; referencing all of your evidence in bullet points

Send your Summary of Evidence form for audit

Provide evidence requested during audit

If you pass audit you will receive Confirmation of competence via email

Submit your RCSLT application form to be signed by an I.T.S manager

Submit your signed form to the RCSLT via email or post

Celebrate your Fully Qulaified Status

Frequently Asked Questions – FAQ's

How long will it take me to complete my competencies?

Newly qualified therapists should aim to achieve their competencies within 12-24 months. Therapists with a full time ITS caseload or those who work within settings with a high number on their caseloads are likely to achieve their competencies within 12 months. Part time therapists with a small caseload may take 24 months to be deemed competent.

How much experience will I need?

You will need to have a considerable range of experience with clients. You should record a log with each client you work with and how many sessions you provided. When you submit your evidence we can determine if you have completed enough clinical experience.

How should I gather my evidence?

You should aim to gather evidence for each CPD activity you do, whether it be attending a course, discussing a journal with colleagues, training others within your role. Your evidence should be well documented and each piece of evidence should be on a separate document (not all embedded in one summary document).

How can I document my evidence?

You can document evidence in a variety of ways; many find the RCSLT CPD log to be the easiest way to document their evidence. The evidence can be in many forms, for example:

- Attendance at a SIG and summary of what you learnt.
- A written summary of a policy document you read.
- Preparation for a Journal Club
- A training presentation you created and the dates of when this was delivered
- Training feedback sheets
- Case note audits

The RCSLT documents outlines suggestions of evidence for each point in the framework.

What types of evidence do I need?

You should have a range of subjective and objective pieces of evidences. For example, self-reflection and personal notes as well as peer reviews, manager reviews and paperwork such as referrals and audits.

How many pieces of evidence do I need for each point?

You should aim to have 2 to 3 pieces of evidence for each point. However, some pieces of evidence may serve as evidence for several points within the framework e.g. a peer review or manager review may support a variety of points within the framework.

How should I store and share my evidence?

Your evidence should be easily accessible. It can be handwritten or typed. We recommend that you have an electronic file for your evidence. You can break this into 8 folders (1 for each dimension) and then sub folders for each point within the dimension. This will make it easier for you to locate your evidence when you are asked to provide samples during your application audit.

What paperwork do I need to complete and submit to ITS?

You need to complete the **ITS Client Log and NQP Summary of evidence document**. You only need to bullet point (reference) the types of evidence you have for each point.

You **DO NOT** need to submit all of your evidence. Once submitted to ITS, you will be asked to provide some of the evidence stated within your summary.
At this point, you will need to send electronic copies of the documents we would like to audit.

What paperwork do I need to complete and submit to RCSLT?

The RCSLT only need to view your application form for the fully qualified register. This is a 2-page document, which requires your manager's signature against each dimension.

How do I submit my application to the RCSLT?

Once your form has been signed off and you are deemed competent after audit from your manager then you can submit your application by post or email.

What other information do I need to refer to?

You will need to refer to the RCSLT Framework and the ITS NQP Summary of evidence folder.

Who should I contact for further questions?

Lisa Franklin, Assistant Service Delivery Manager is the lead contact for NQP Graduate scheme queries. Please contact her if you have any further questions on lisa.franklin@integratedtreatments.co.uk