



FACULTY OF EMERGENCY NURSING

Assessor Webinar Programme

Supporting Fair, Defensible and Confident Workplace Assessment in Emergency Nursing

The **Faculty of Emergency Nursing (FEN) Assessor Webinar Programme** is a comprehensive, practice-focused series designed to support workplace assessors who assess emergency nurses in real-world clinical environments.

Delivered by senior emergency nurses with extensive experience in frontline practice, education, assessment, quality assurance and professional regulation, the programme provides applied guidance on assessing portfolios, observed practice, professional discussion and procedural skills across enhanced and advanced levels of emergency nursing.

The webinars are **stand-alone** and can be accessed flexibly according to assessor need. They are not intended to be completed sequentially, allowing assessors to focus on the areas most relevant to their role, experience and assessment context.

What the Programme Covers

The Assessor Webinar Programme focuses on **how to assess real workplace evidence**, not abstract theory. Across the series, assessors are supported to judge a wide range of evidence types commonly used in emergency nursing portfolios and workplace assessment.

APo1 Introduction to Assessing Portfolios – Part 1

This webinar provides a practical introduction to workplace assessment in emergency nursing, focusing on assessing portfolio evidence in real clinical settings. It explores core assessment principles including validity, authenticity, reliability, sufficiency and currency, and how these apply to case reviews, annotated notes, professional discussion and written evidence. The session introduces constructive feedback approaches and outlines how standardised tools support fair, consistent and defensible assessment decisions.

APo2 Introduction to Assessing Portfolios – Part 2

Building on Part 1, this webinar focuses on sufficiency, consistency and fairness in assessment decision-making. It supports assessors to judge whether there is enough appropriate evidence without over-assessing or disadvantaging learners. Using case-based discussion, annotated records and structured indexes now renamed CAPTURE, the session reinforces a developmental, supportive approach rather than a pass-fail mindset.

APo3 Assessing Portfolios – Part 1

This interactive webinar focuses on developing assessor judgement and confidence when reviewing real-world clinical evidence. It explores assessment of case reviews, Mini-CEX and DOPS, supporting assessors to identify strengths, gaps and areas for development. The session demonstrates how triangulating different evidence types supports fair and defensible decisions in emergency nursing practice.

APo4 Assessing Portfolios – Part 2

This webinar supports assessors to develop and extend learner evidence rather than requiring unnecessary rewriting. Using worked examples, it demonstrates how addendums, reflective commentary and diagrams can strengthen case reviews. The session also shows how a single clinical case can be mapped across multiple competencies while maintaining robust assessment standards.

APo5 The Lived Experience of Producing a Portfolio

This webinar explores the lived experience of developing and being assessed through a professional portfolio. Drawing on practitioner reflections, it examines confidence, self-doubt and impostor syndrome, alongside practical strategies that support success. The session highlights effective evidence types, including case reviews, Mini-CEX, DOPS, reflective tools and creative approaches.

APo6 Cause for Concern – Legal and Professional Issues Relating to Assessing Others

This webinar focuses on identifying and managing causes for concern in workplace assessment. It explores professional, legal and ethical responsibilities, including documentation, triangulation of evidence and escalation where required. The session supports assessors to manage concerns compassionately, fairly and defensibly while safeguarding patients, learners and themselves.

APo7 Pearls of Wisdom: The Process of Assessment

This session shares practical insight from experienced assessors about what genuinely supports effective workplace assessment. It explores assessor preparation, managing portfolios and evidence, working with learners, and maintaining boundaries. The webinar reinforces assessment as a developmental process supported by peer networks and quality assurance structures.

APo8 Strengths and Weaknesses of Assessment

This webinar examines the strengths and limitations of different workplace assessment methods. It explores case reviews, Mini-CEX, DOPS, professional discussion and multi-source feedback, highlighting where each is most effective. The session emphasises triangulation of evidence to support balanced, fair and defensible assessment decisions.

AP09 Assessor Planning and Working with a Learner

This webinar focuses on structured planning when working with learners from the outset. It supports assessors to plan evidence generation using case reviews, Mini-CEX, DOPS and mapped portfolios. The session emphasises staged development, clear documentation and supporting learner confidence while maintaining standards.

AP10 Internal Quality Assurance Process

This webinar explains how assessment decisions are reviewed and quality assured across FEN programmes. It outlines the role of assessors, sampling, feedback and escalation, and how vocational and academic standards are aligned. The session supports assessors to understand how individual decisions sit within wider governance and assurance frameworks.

AP11 How to Assess Using Mini-CEX (Mini-Clinical Evaluation Exercise)

This webinar focuses on using Mini-CEX proformas to support consistent and defensible observed assessment. It explores preparing for observation, balancing observation with questioning, and writing clear rationale and narrative. The session reinforces Mini-CEX as a structured guide to professional judgement rather than a tick-box exercise.

AP12 How to Assess Using DOPS – ECG Recording

This webinar provides a practical walkthrough of assessing ECG recording using DOPS. It explores preparation, consent, technical accuracy, adaptation for patient needs and documentation. The session emphasises safe, patient-centred procedural assessment and recognising development over time.

AP13 Assessing Level 7 (Leader Programme) Learners Using ESLE / Mini-CEX

This webinar focuses on assessing senior emergency nurses undertaking team leader roles. Using ESLE and Mini-CEX approaches, it explores assessment of leadership, situational awareness, prioritisation and non-technical skills. The session supports holistic judgement of capability, progression and leadership maturity.

AP14 Assessing Using DOPS – Bandaging and Buddy Strapping

This webinar explores assessing bandaging and buddy strapping using DOPS, highlighting the judgement required for everyday procedures. It examines indications, technique, risk awareness, aftercare and documentation. The session reinforces assessment of underpinning knowledge alongside observed skill.

AP15 Assessing Using Visual Acuity DOPS

This webinar provides a structured approach to assessing visual acuity using DOPS. It explores correct technique, adaptation for patient needs, interpretation of results and escalation. The session highlights the importance of accuracy, judgement and clear documentation.

AP16 Mini-CEX – Primary Acuity Assessment

This webinar supports assessors to use Mini-CEX for front-door acuity assessment. It explores brief, high-stakes observed encounters, including communication, safeguarding, prioritisation and escalation. The session reinforces developmental feedback in time-pressured emergency care environments.

AP17 Mini-CEX – Secondary Acuity Assessment

This webinar focuses on assessing secondary acuity using Mini-CEX, supporting judgement of clinical reasoning beyond initial assessment. It explores ongoing risk, investigations, placement decisions and documentation. The session supports assessors to evaluate justification and decision-making in complex cases.

AP18 ESLE – Primary Acuity Assessment

This webinar explores the use of ESLE to assess primary acuity over an extended period of practice. It supports holistic judgement of consistency, adaptability and situational awareness across changing clinical pressures. The session reinforces ESLE as a developmental learning event rather than a pass–fail assessment.

AP19 ESLE – Secondary Acuity Assessment

This webinar focuses on assessing secondary acuity using ESLE to capture sustained, complex practice. It explores flow management, communication, safeguarding, risk mitigation and documentation across time. The session supports assessors to judge maturity, capability and professional consistency in real-world emergency care.

“Seeing how different evidence types fit together made assessment much clearer and more defensible.”

Assessor feedback, January 2026

Alignment with Recognised Assessor Standards (CAVA)

The Assessor Webinar Programme has been reviewed against the requirements of the **Level 3 Certificate in Assessing Vocational Achievement (CAVA)**. Collectively, the webinars support assessors to demonstrate the knowledge, skills and professional behaviours required to:

- Understand assessment principles and methods
- Plan, carry out and judge assessments in the workplace
- Manage evidence, records and feedback
- Work legally, ethically and reflectively
- Participate in quality assurance and standardisation

Core assessment principles — including validity, reliability, fairness, sufficiency, authenticity and currency — are embedded throughout the programme and reinforced through applied examples rather than abstract theory.

Contextualised for Emergency Nursing Practice

While aligned to recognised assessor standards, the programme goes **beyond generic assessor education** by explicitly contextualising assessment within emergency nursing practice.

The webinars address:

- High-risk, time-pressured decision-making
- Complex and unpredictable patient presentations
- Safeguarding, vulnerability and reasonable adjustments
- Professional judgement in dynamic clinical environments
- Assessment of leadership, situational awareness and non-technical skills

This ensures assessors are supported to make **realistic, fair and defensible decisions** that reflect the realities of emergency care.

*“This felt far more relevant than generic assessor training
— it reflected what we actually assess in ED.”*
Assessor feedback

Evaluation Summary (Including January 2026)

Evaluation data has been collected across the webinar series and reviewed up to and including **January 2026**. Feedback demonstrates consistently high levels of satisfaction and relevance.

Key themes from evaluation include:

- Increased assessor confidence in decision-making
- Greater clarity around sufficiency and triangulation
- Strong support for the developmental (not pass–fail) approach
- High value placed on real-world examples and professional discussion
- Improved understanding of quality assurance and governance processes

Assessors at different stages of experience report that the programme supports both **initial role development** and **ongoing professional growth**, reinforcing reflective practice and consistent standards across emergency care settings.

In Summary

The FEN Assessor Webinar Programme provides a **robust, coherent and practice-focused framework** for preparing and supporting workplace assessors. It meets recognised assessor standards while extending beyond them to address the complexity, risk and professional judgement required in emergency nursing practice.