Frequently asked questions
ePAD – For Practice Assessors / Supervisors

Question1:

What is the ePAD?

The ePAD is the electronic practice assessment document for nursing students. It is currently being phased in to use by all new cohorts of students that come into placement. It is an electronic version of the MYEPAD so you will be familiar with the information just here it will be in an electronic format rather than the paper based handbook you are used to. It will be accessible via the web. It is compact, easy to navigate and remains with student throughout their Journey on the Nursing course.

Question 2:

You say it is accessible via the Web, so how do I access the ePAD?

Practice Assessors can access ePAD via the link https://arc.bcu.ac.uk/ePAD we have added the Practice Assessors to our Assessor Database so your username is your email address, you will just need to reset your password by clicking where it states 'Click here to setup login information for ePAD'

Question 3:

You mention Practice Assessors accessing ePAD, what about the Practice Supervisors?

Practice Supervisors are able to complete the Orientation, Initial interview and the Assessment of Proficiencies for the students they work with so instead of them logging in to ePAD, students invite them via an email generated by the system with a link (token) they click on to access the specific page to approve what requires approval.

Question 4:

Can ePAD work on mobile devices/tablets in practice or PC only?

The ePAD has been designed to be accessed via PC's, laptops, tablets and phones. With smaller devices such as phones it is absolutely fine for approval purposes but where detailed information needs to be entered we would recommend using one of the other aforementioned devices.

Question 5:

Are there any training resources we can access or support with using the ePAD?

Yes, for practice assessors we have set up a web page Practice Placement Partners - School of Nursing and Midwifery | Birmingham City University (bcu.ac.uk) here within the ePAD

section you will find the ePAD user guide, training videos, FAQ's and the ePAD support inbox. For students and academic assessors, we have a dedicated Moodle page. There is a dedicated e-mail address epadsupport@bcu.ac.uk which you can email into and we will endeavor to deal with your enquiry within 48 hours.

Question 6:

I am still worried about using the ePAD?
We aim to ease you worries and concerns so as well as the resources provided on the webpage we will be running a weekly drop in session on Microsoft Teams for you to attend as and when required for support.

Question 7:

I am concerned about availability of computers and the lack of privacy the student and I may get when completing sections of the ePAD together. How do we get around this?
Please consider moving away from the clinical area to complete the ePAD where possible for privacy. If there are library computers available try and use those. We understand that in busy ward settings accessibility to devices can be a challenge so again your feedback will be appreciated so that we can review the situation moving forward as we want to make effective change whilst supporting you as our practice partners alongside our students.

Question 8:
Is it just the one ePAD document that the student, Practice/academic assessor and supervisor needs to complete??
Yes this is correct. The whole student practice journey is captured on one ePAD.

Question 9:

Can Practice assessors access Part 1, 2 &3 of the ePAD document?
Yes, by default the system will allow the practice assessor and the academic assessor to look back at a students practice for all the previous Parts / Years' work.

Question 10:
Is the OAR part of the ePAD?
Yes, the OAR is also incorporated into the ePAD and takes evidence on the progress in sections such as the Professional Values, Assessment of proficiencies, Epsiodes of Care and Medicines Management and populates whether the OAR section automatically for review and student progression purposes.

Question 11:

I can't log into ePAD and the student I am the practice assessor for informs me that my name is not on the selectable list on ePAD so they can not submit a piece of work for approval what should I do.

Please ask the student to get in touch with us via email **epadsupport@bcu.ac.uk** and provide us your email address and name and the trust they are in. We will then do the rest and get you added to the assessor database which will mean you can log into ePAD and the student can select you. Please note: If you are a practice supervisor you will not be able to log in but will be able to approve sections the student submits to you which are namely the Orientation, initial interview and assessment of proficiencies.

Question 12:

My student has not completed everything I asked them to before submitting a section to me. What can I do?

The 'unlock' option is available for both students and assessor to make any amendments before resubmitting the section. Also when approving you can choose the 'send back to student' option so they can make the necessary amendments and resubmit.