



Ag Rialáil Gairmithe Sláinte  
agus Cúraim Shóisialaigh

Regulating Health +  
Social Care Professionals

# Competent Authority Period of Adaptation Applicant Report



## To be completed by the applicant at the end of a Period of Adaptation (POA)

**For Office Use Only:**

Name of Applicant	Applicant Number
Date of Decision	
Nature of shortfall/deficit:	

This report will be reviewed in conjunction with your supervisor's report to assess that you have successfully completed your Period of Adaptation (POA). The report should combine a summary of your practice and learning while on placement. The report should aim to provide evidence of competent and reflective practice, knowledge gained, skills developed and key learning from your practice experience. The report should integrate relevant theory with practice and should indicate how you meet the standards of proficiency for your profession.

**Recommended report length – 5,000 words.**

**Please note this form can be completed electronically and printed for signing and submission.**

**Please type in the text boxes provided and expand tables as required**



## Applicant, Supervisor and POA site details

Applicant Name and contact details:	
Supervisor Name and contact details:	
Name of workplace in which the period of adaptation has taken place	
Period of adaptation:	From (dd/mm/yyyy): To (dd/mm/yyyy):

## Applicant Report

### 1. Introduction

By way of an introduction to your report please give a short profile of the organisation / agency / community setting in which your POA took place. If relevant you may refer to the type of service users / sections of the public and any other context specific information/

### 2. General overview of your role and workload:



**2.1 Summary of work carried out / caseloads<sup>1</sup>:**

**2.2 Attendance at meetings / conferences:**

**2.3 Training opportunities:**

**2.4 Research tasks:**

**2.5 Other work undertaken:**

**2.6 Self-directed study:**

**2.7 Please provide detailed evidence of learnings while on your POA in relation to your workload / significant pieces of work undertaken.** You should show the integration of relevant theory with practice and indicate how you meet the standards of proficiency for your profession where deficits were identified:

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<sup>1</sup> If referring to clients, please use numbers/letters rather than names/initials in order to preserve confidentiality.



The report must be signed and dated by both the applicant and the supervisor.

<b>Applicant Signature:</b>	
<b>Date:</b>	
<b>Supervisor Signature:</b>	
<b>Date:</b>	

