

PPP: Frequently asked questions

What is the PPP?

The Portfolio of Professional Practice (PPP) is a CIEH assessment that forms part of the pathway to qualification as an Environmental Health Practitioner (EHP). The portfolio is based upon the concepts of experiential learning and reflective practice and requires candidates to undertake a range of interventions, develop a range of skills and reflect upon their experiences.

How will the PPP help students without a work placement?

Students who are completing the PPP will still need to obtain some work placement opportunities, but less visits and inspections are required compared to the Experiential Learning Portfolio which it replaces. Some PPP reports can be produced using desktop exercises. Candidates are required to produce 25 intervention reports in total and up to 8 of these reports can be completed using desktop exercises. The PPP is designed to enable students without a long term work placement to gain the experiences required through a series of short term placements. Such short term placements may be accessed through the [Directory of Student Training Opportunities](#).

What is the Directory of Student Training Opportunities?

The [Directory of Student Training Opportunities](#) is a selection of short term placement opportunities provided by local authorities and businesses throughout the UK. Students can contact the placement providers directly to make arrangements to carry out the visits and inspections required.

When can the PPP be completed?

There is no requirement to complete the PPP at a specific time, although candidates should consider when they have access to placement opportunities, sufficient time and sufficient underpinning knowledge to undertake the interventions required. Some candidates may complete the PPP whilst undertaking their accredited Environmental Health course, either during vacation periods, during a sandwich year, during a year out, or alongside the course if they study on a part-time basis. Other candidates may choose to complete the PPP after their taught course.

How long will it take to complete the PPP?

There is no timescale set for completing the PPP. The time required is likely to be determined by a number of factors such as:

- The placement opportunities available to undertake the interventions and demonstrate the core skills and skills and competencies (whether these opportunities arise through an extended placement in a single organisation or several short term learning opportunities at a range of organisations).
- The amount of time candidates can devote to the process.
- A candidate's ability to manage their learning.
- The extent of relevant experience the candidates possess.
- The availability of support from training officers, colleagues and managers during placement opportunities.

Where can the PPP be completed?

The portfolio can be completed in any workplace where Environmental Health is being practised as a whole, or where individual aspects are being practised. It may take place in an Environmental Health department within a local authority, or in a supermarket, hotel, entertainment venue, consultancy company, government agency or university for instance.

Candidates may secure a contract with a single organisation to complete the whole of the portfolio; or may undertake a series of short term learning opportunities. Longer term placements are often advertised in the 'Environmental Health News' magazine which is available to students through CIEH membership, or in the '[EHN jobs](#)' pages on the CIEH website; alternatively candidates may contact Environmental Health providers directly. A selection of short term placement opportunities can be found in the [Directory of Student Training Opportunities](#), which can be found on the 'Student' page of the CIEH website.

When can the PPP be submitted?

Before the PPP can be submitted candidates must have registered with the Environmental Health Registration Board (EHRB) and paid the assessment fee; after this time candidates can submit their PPP at any time.

How should an ELP-PPP 'hybrid' be submitted?

The CIEH requires the PPP to be submitted in an electronic format, however all ELP-PPP hybrids must be submitted in a paper format in a lever arch file. The hybrid should be clearly divided into the five intervention fields, with the completed matrix presented at the beginning of each section.

Are there any example PPP reports available for candidates?

Yes, these can be found in the [Resources Section](#) of MyCIEH.

How much evidence should be included with each report?

As a minimum there should be at least one piece of evidence included with each report which demonstrates the candidate's involvement in the intervention. Further evidence can be included and there is no maximum amount, however candidates are reminded that all evidence should be referred to in the report so that it can be viewed by the assessor at the appropriate time and excessive amounts of evidence may detract from the report. Where legislation or guidance is included candidates should provide relevant extracts only; not the complete documents.

Can reports be cross-referenced?

Due to the nature of the PPP reports and level of detail specified in the 'intervention areas', 'core skills' and 'skills and competencies' it is not anticipated that candidates will be able to cross-reference reports within the majority of 'intervention fields' or between 'intervention fields'; for example within the Food Safety intervention field, or between the Food Safety and Health and Safety intervention fields. However, candidates are permitted to use cross referencing if they wish, provided the intervention undertaken meets the intervention area descriptions in their entirety.

Cross-referencing may be more widely used in the Public Health intervention field; for example if candidates undertake several interventions as part of a dissertation or project. However the cross referenced report must meet the intervention area and skill and competencies descriptors in their entirety.

What constitutes a desktop-exercise?

A desktop-exercise is an exercise where candidates are supplied with information or data and use this to undertake an intervention. Candidates will not be able to demonstrate the 'acquiring information' core skill but will be able to demonstrate the 'risk assessment' and 'course of action' skills. The information or data might be presented to a candidate in a scenario at university, in a virtual learning experience or by a training officer in the workplace.

Can the intervention fields of the PPP be submitted for assessment separately, as and when they are completed by candidates?

No, the whole PPP, with all five intervention fields completed, must be submitted for assessment together.

How should a PPP be submitted?

Your PPP should be sent to the CIEH Policy & Education Department on a memory stick, along with the application form and appropriate fee. The memory stick is non-returnable.

Where can candidates get help with the PPP?

Candidates are encouraged to read the 'Portfolio of Professional Practice: Candidate Guide' and the Resources Section of MyCIEH.

Further questions can be posted on the MyCIEH Student Members forum or by contacting the Education Team at education@cieh.org, if in doubt ask.

ELP-PPP Hybrids

What rules need to be followed in a 'hybrid' submission?

'Hybrid submissions', which are part ELP and part PPP, must have each 'Intervention Field' completed in either ELP or PPP format. Candidates may not mix the format of reports within an Intervention Field. Additionally, no cross-referencing is permitted between ELP and PPP Intervention Fields.

Can the intervention fields of the PPP be submitted for assessment separately, as and when they are completed by candidates?

No, the whole PPP, or ELP-PPP 'hybrid', with all five intervention fields completed, must be submitted for assessment together.

How should an ELP-PPP 'hybrid' be submitted?

The CIEH requires the PPP to be submitted in an electronic format, however all ELP-PPP hybrids must be submitted in a paper format in a lever arch file. The hybrid should be clearly divided into the five intervention fields, with the completed matrix presented at the beginning of each section.