

# Chartered Environmental Health Practitioner Programme Guidance on Programme Structure



The programme is managed through an online platform, which supports the programme structure through the provision of e-learning content and competency trackers where practitioners record evidence of their achievement in the CIEH professional standards.

Once the programme begins all practitioners and their workplace mentors will receive access to the online learning platform. The content for each block of the programme is released in stages over the 2-year period.

## Part 1: Induction

---

At the start of the programme, practitioners and workplace mentors are given access to specific induction modules on the online learning platform. CIEH also runs accompanying webinars which support the information available on the platform.

### Online learning content

- These modules will introduce practitioners to the platform, outline the roles and responsibilities of practitioners and workplace mentors, and provide an overview of what to expect over the next two years.
- A detailed schedule of programme dates and submission deadlines for the assignments undertaken during the programme will be posted in the induction module

### Webinar

Separate workplace mentor and practitioner induction webinars will be available after the programme begins to assist practitioners in preparing for the work they will undertake while on the Chartered Programme.

- The induction webinars will provide an overview of the work that practitioners will undertake while on the programme
- CIEH runs separate webinars for practitioners and workplace mentors which reinforce the information available on the online platform and provide an opportunity for Q&A
- Sessions are recorded so that those who are unable to attend can watch in their own time

## Knowledge block

---

CIEH does not provide the content for this block, this will be undertaken directly through an accredited university and may already have been completed prior to enrolling on the programme. Practitioners who are members of CIEH and are within one year of completing an accredited level six qualification may enrol on the Chartered Programme. They will simply begin the Application block slightly later, once they have evidenced completion of the taught element of their degree.

## Application block

This block will open approximately 2 months after the start of the programme for those who are eligible (see above regarding completion of the Knowledge block). A module on the online learning platform will introduce practitioners to the work they will undertake in the Application block.

### Online learning content

- All essential documents that the practitioner will use to complete the work of the Application block will be available for download once this block is open on the online platform.

### Webinar

A webinar for practitioners will walk them through the work they will undertake on the Application block.

- Webinar includes Q&A with CIEH staff
- Sessions are recorded so that those unable to attend can watch in their own time

### Employer supported work

The main function of the Application block is to enable practitioners to apply their environmental health knowledge in the workplace to develop their technical and functional competency.

In the first component, practitioners undertake a range of workplace activities which are aligned to competencies in the Professional Standards Framework. Once enrolled on the programme, practitioners will be able to download competency trackers and record the

workplace activities that demonstrate fulfilment of the functional and technical competencies. The activities undertaken can vary depending on the nature of the practitioner's role, but practitioners are required to complete 70% of the statements for **a minimum of two out of five technical competencies\***, and 100% of statements for the functional competencies.

\*CIEH mandates that practitioners complete 70% of statements for two technical competencies, however it is at the employer's discretion to decide if they would like the practitioner to complete additional competencies.



The technical and functional competencies

## Application block continued

---

6 months after beginning the Application block practitioners will meet with their mentors to complete a Practitioner Appraisal Form. This is where practitioners and mentors will assess and appraise the work that has been accomplished, and mentors will indicate if they have any doubts or concerns about practitioners' progress. This form is then submitted to CIEH. No further evidence is required.

In the second component, the practitioner completes a workplace project. The project must be agreed between the practitioner and their employer and fulfil a business need for the practitioner's employer. Some examples include but are not limited to, designing a new section on their employer's website, to researching an issue that is relevant to their work and compiling a report on it.

## Professionalism block

---

This block will open approximately 9 months after the start of the programme. The work for this block is primarily online and can be completed according to the practitioner's own schedule. There are also opportunities for face to face learning.

### **Online learning content**

This will include a variety of CIEH accredited e-learning courses which will count towards the 60 professional credits that practitioners must attain to successfully complete this block. Practitioners will chart their own route through the content and are able to complete the courses according to their own schedule. Practitioners also have access to a wide variety of online learning beyond the courses required to achieve the 60 credits and are free to undertake any of interest to them.

### **In person workshops**

Practitioners will also have the option of participating in additional workshops which focus on various aspects of the professional standards. Workshops may incur additional fees, but workshops are optional, and it is possible for practitioners to fulfil the requirements of the programme without participating in workshops. Participating in workshops will earn credits which count towards the required 60 professional credits.

## Summative assessment: Professionalism in Practice Assessment

---

This takes place in the final month of the 2-year programme.

### **Online learning content**

To guide practitioners in their preparations for the face to face interview, a summative assessment preparatory module will be available on the online learning platform.

### **Face to face interview**

The assessment is a 90 minute interview conducted by trained assessors. The assessment measures two aspects of achievement; competency is measured in the workplace project (undertaken in the Application block), and scenario based, which measures the practitioner's professional expertise and judgment against the standards which are the focus of the Professionalism block.