

Registration Training Portfolio Version 5 Mandatory Evidence

Section 1 – Professional Conduct	HCPC Standards of Proficiency Demonstrated
Module 1 - Personal Responsibility and Development	
Mandatory Evidence 1 - Personal statement that demonstrates your understanding of the limits of your practice and how you act accordingly.	SoPs 4.1, 4.5 and 10.1
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 1.1, 1.3, 2.1, 2.2, 2.4, 2.8, 2.9, 2.10 and 2.12
Module 2 – Equality, Diversity and Inclusion	
Mandatory Evidence 1 – Using specific examples, demonstrate how you apply the principles of equality, diversity and inclusion in your practice	SoPs 5.1, 5.2, 5.3 and 5.7
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 2.3, 2.5, 2.6, 2.11, 5.4, 5.5, 5.6, 7.4 and 8.8
Module 3 – Communication	
Mandatory Evidence 1 – Explain the different methods you use to communicate effectively within your department and with service users	SoPs 7.7, 7.8 and 7.9
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 2.7, 7.1, 7.2, 7.3, 7.5 and 7.6
Module 4 – Patient Records and Data Handling	
Mandatory Evidence 1 – Review a specific sample pathway, from receipt to result, explaining the importance of consent and confidentiality.	SoPs 6.2, 6.5 and 9.3, plus 6.1 (partially)
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 6.1 (partially), 6.3, 6.4, 9.1, 9.2, 9.4, 9.5, 9.6 and 9.7
Module 5 – Professional Relationships	
Mandatory Evidence 1 – Reflective Statement describing how your engagement with service users and colleagues has positively contributed to your professional development.	SoPs 8.1, 8.12 and 8.13
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 4.8, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.9, 8.10, 8.11, 10.2, 12.3 and 12.4

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Section 2 – Professional Practice	HCPC Standards of Proficiency Demonstrated
Module 1 - Professional Knowledge	
Mandatory Evidence 1 – Case study based on a test that your laboratory performs, showing your understanding of normal physiology and disease progression for a specific disorder associated with this test.	SoPs 12.1 and 13.27
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 12.6 and 12.7
Module 2 – Health and Safety and Wellbeing	
Mandatory Evidence 1 – Produce an example risk assessment that demonstrates how you work in accordance with health and safety legislation, including appropriate use of PPE, hazard controls and risk management strategies.	SoPs 14.2 (partially), 14.3 and 14.4
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 3.1, 3.2, 3.3, 3.4, 12.10, 14.1, 14.2 (partially), 14.5, 14.6, 15.1, 15.2, 15.3 and 15.4
Module 3 – Quality	
Mandatory Evidence 1 - Participate in a scheduled quality audit in your laboratory and review the audit outcomes to identify any impact on service and potential improvements.	SoPs 11.1, 11.4 and 11.6
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 11.2, 11.3, 11.5, 11.7, 11.8, 13.19, 13.20 and 13.24
Module 4 – Performing Standard Investigations	
Mandatory Evidence 1 - Personal statement that demonstrates your experience of performing standard investigations, including your analysis of the data produced and evaluation of the decisions and/or referrals made.	SoPs 4.2, 4.3, 4.4, 12.8, 13.2, 13.3, 13.4 and 13.5
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 1.2, 12.5, 12.9, 13.6, 13.7, 13.12, 13.13, 13.14, 13.15, 13.16, 13.17, 13.18, 13.21, 13.22, 13.23, 13.25, 13.26, 13.28 and 13.31
Module 5 – Research and Development	
Mandatory Evidence 1 – Written report on a workplace-based activity (or summary of final year university research project) that includes statistical analysis, data interpretation and evaluation of the study design.	SoPs 13.9, 13.29 and 13.30
Evidence 2 and 3 – candidate and Training Officer choices	SoPs 4.6, 4.7, 12.2, 13.1, 13.8, 13.10 and 13.11