**Improving Quality in Allergy Services**

**Quality in Primary Immunodeficiency Services**

**Assessor application form**

This form must be completed by all persons applying to become an assessor for the IQAS or QPIDS accreditation programmes.

This document should be completed in accordance with the assessor role description and code of conduct.

Please complete this form and return it electronically to askIQAS@rcp.ac.uk or askQPIDS@rcp.ac.uk.

Programme

Please indicate the programme which you are applying to (select all that applies):

[ ]  IQAS [ ]  QPIDS

Assessor role

Please indicate the role which you are applying for:

[ ]  Medical [ ]  Nurse

**Personal information**

|  |  |
| --- | --- |
| **Title** | Click or tap here to enter text. |
| **Name** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. | **Postcode** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. | **Telephone** | Click or tap here to enter text. |

**Current employment information**

|  |  |
| --- | --- |
| **Service** | Click or tap here to enter text. |
| **Trust** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. | **Postcode** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. | **Telephone** | Click or tap here to enter text. |
| **Position** | Click or tap here to enter text. | **Start date** | Click or tap here to enter text. |

Please indicate which contact details the accreditation unit should use to contact you:

[ ]  Home [ ]  Work

**Professional registration**

|  |  |
| --- | --- |
| **Professional body** | Click or tap here to enter text. |
| **Registration number** | Click or tap here to enter text. |

**Qualifications**

Please list all relevant qualifications in support of your application. If you have additional relevant qualifications, please enter further rows as required.

|  |  |  |
| --- | --- | --- |
| **Qualification or course name** | **Level/ achievement** | **Date** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |

**Previous employment**

Please enter the details of employment for the past five years (most recent first) if different from the current employment information already provided. If you have had additional employers within the past five years, please enter further rows as required.

|  |  |  |  |
| --- | --- | --- | --- |
| **Previous employer name and address** | **Post held** | **From** | **To** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. |
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| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. |

**Supporting statement**

Please provide a statement in support of your application (maximum of one A4 page). Please make reference to the following areas: (1) why you are applying for the role, (2) the skills and expertise you bring.

Click or tap here to enter text.

**Employer’s declaration of support**

This section must be completed by the applicant’s current head of department.

**Head of department**

|  |  |
| --- | --- |
| **Signature** | Click or tap here to enter text. |
| **Name** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |
| **Position** | Click or tap here to enter text. |

**Referees**

Please enter two referees who may be contacted to verify the information contained within this application.

**Referee 1**

|  |  |
| --- | --- |
| **Name** | Click or tap here to enter text. |
| **Relationship to applicant** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| **Telephone** | Click or tap here to enter text. |
| **Email**  | Click or tap here to enter text. |

**Referee 2**

|  |  |
| --- | --- |
| **Name** | Click or tap here to enter text. |
| **Relationship to applicant** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| **Telephone** | Click or tap here to enter text. |
| **Email**  | Click or tap here to enter text. |

**Applicant declaration**

I declare that:

* I understand that if offered the contract as an assessor, that it will be subject to the information on this form being accurate and complete. I understand and acknowledge that providing false or misleading information may result in termination of the application or a resulting contract
* I will advise the accreditation unit of any changes to my circumstances that may affect my suitability to become an assessor
* I will advise the accreditation unit of any changes to the information provided in this application form
* I will abide by the code of conduct
* I will declare any conflicts of interest that may pertain to people, organisations or products that are being assessed under the accreditation programme
* I have no personal stake in the outcome of a decision by the relevant accreditation programme with regard to a service, organisation, or member of the profession
* I meet all the requirements in the assessor role description or have indicated in this application form where I do not
* My employer is actively working towards accreditation with their service.

Furthermore, I:

* Authorise the accreditation unit to contact the referees named to verify the information contained in this application
* Acknowledge that in the event of refusal of my application, the accreditation unit is not obliged to give any reason that the decision of the accreditation unit is final and binding to me.

|  |  |
| --- | --- |
| **Signature**(Digital acceptable) | Click or tap here to enter text. |
| **Name** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |