**Appendix 1. BASES HPSA Evidence Assessment Sheet 1 – Portfolio Application Form and References**

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| **HPSA Applicant:**  ***(name)*** | **HPSA Assessor:**  ***(name)*** |

| **Competency** | **Competency Criteria** | **Assessed**  (P = portfolio,  R = references,  O = observation,  I = in person meeting) | **Notes**  in respect of the degree to which the competency criteria are met by the assessed evidence | **Outcome: A / C / N**  A = achieved,  C = achieved with conditions,  N = not achieved |
| --- | --- | --- | --- | --- |
| **1: Practical experience** | 1A Evidence contribution to the provision of impactful scientific support to high performance athletes and coaches on sports performance | **P, R, I** |  |  |
| **2: Knowledge and scientific training** | 2A Demonstrate advanced knowledge and training in a relevant scientific discipline | **P, I** |  |  |
| 2B Demonstrate the use of specialist knowledge to optimise the application of existing and emerging research and technology | **P, I** |  |  |
| 2C Demonstrate critical evaluation of relevant scientific information and concepts to propose solutions to problems | **P. R. I** |  |  |
| 2D Promote, implement and take responsibility for robust policies and protocols relating to health, safety and sustainability | **P, R, I** |  |  |
| **3: Knowledge of and commitment to high performance sport** | 3A Evidence personal contribution to develop specific and meaningful area(s) of work in high performance sport | **P, R, I** |  |  |
| 3B Demonstrate commitment to sporting success in high performancesport | **P, R, I** |  |  |
| **4: Knowledge of high performance sport’s overall programme and integration with coaching structures and processes** | 4A Demonstrate an understanding of the role of sport science support within high performance sport | **P, R, I** |  |  |
| 4B Demonstrate collaborative and interdisciplinary approach to high performance sport. Evidence integration of sport science support with other disciplines (e.g., coaching, medicine) to deliver Impactful high performance support | **P, R, I** |  |  |
| **5: Communication skills** | 5A Demonstrate effective communication, through a variety of platforms, with high performance coaches, athletes, peers and athlete support personnel | **P, R, O, I** |  |  |
| 5B Demonstrate the ability to communicate effectively with specialist and non- specialist audiences | **R, P, O, I** |  |  |
| 5C Demonstrate effective leadership through the ability to guide, influence, inspire and empathise with others | **R, P, O, I** |  |  |
| **6: Professional relationships** | 6A Build understanding and trust of high performance coaches, athletes, peers and other support staff | **P, R, O, I** |  |  |
| 6B Demonstrate an ability to work in a dynamic environment with skills in conflict resolution, facing challenge and finding solutions | **P, R, O, I** |  |  |
| 6C Demonstrate approachability, empathy and the ability to listen actively and accurately | **P, R, O, I** |  |  |
| 6D Demonstrate open-mindedness and adaptability in working with others | **P, R, I** |  |  |
| 6E Adopt and maintain professional behaviors | **P, R, O, I** |  |  |
|  | 6F Demonstrate the ability to mediate, develop and maintain positive working relationships | **P, R, O, I** |  |  |
| **7: Teamwork** | 7A Work cooperatively and effectively lead or manage high performance coaches, athletes, peers and other support staff to provide structured and ongoing scientific support | **P, R, O, I** |  |  |
| 7B Work autonomously and take responsibility for the work of self and others | **P, R, O, I** |  |  |
| 7C Comply with and promote relevant codes of conduct and practice | **P, R, O, I** |  |  |
| **8: High performance sport environments** | 8A Deliver, coordinate, lead or manage scientific support provision within required high performance sport environments | **P, R, O, I** |  |  |
| 8B Promote and ensure compliance with all relevant regulatory requirements and quality standards | **P, R** |  |  |
|  | 8C Oversee the implementation of solutions and demonstrate an understanding of potential and actual impacts of your work on your organisation, on the profession and on the wider community. | **P, R, O, I** |  |  |
| **9: Problem solving and interdisciplinarity** | 9A Demonstrate critical and innovative thinking to provide meaningful solutions to priority problems | **P, R, I** |  |  |
| 9B Exercise sound judgement and understand principles of uncertainty in complex and unpredictable situations | **P, R, I** |  |  |
| 9C Demonstrate how you scope, plan and manage projects | **P, R, I** |  |  |
| 9D Demonstrate the achievement of desired outcomes with the effective management of resources and risks | **P, R, I** |  |  |
| **10: Evaluation and Continuing Professional Development CPD** | 10A Self-evaluate and evidence formal and informal reflection on the quality and impact of high performance interventions | **P, R, I** |  |  |
| 10B Take responsibility for continuous improvement within a scientific or technical environment | **P, R, I** |  |  |
| 10C Demonstrate a commitment to professional development through continuing advancement of your own knowledge, understanding and competence | **P, R, I** |  |  |

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| **Outcome** | **Please select one option** |
| 1. All competencies achieved; progress to next stage of observation/interview in person. |  |
| 1. Competencies achieved with conditions; further evidence required (as identified below). |  |
| 1. Competencies not achieved; fails to progress to next stage of observation/interview in person. Action Plan provided below. |  |

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| HPSA Applicant:  *(name)* | Date: |
| HPSA Assessor:  *(name)* | HPSA Assessor:  *(signed)* |

**In the event of requiring any further evidence please outline requirements below. In the event of a declined application at this stage please provide an Action Plan (using the template provided in Appendix 3 of this document).**

**Appendix 2. BASES HPSA Evidence Assessment Sheet 2 – Observation/Interview in person**

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| **HPSA Applicant:**  ***(name)*** | | **HPSA Assessor:**  ***(name)*** | | | |
|  | |  | | | |
| **Competency** | **Competency Criteria** | | **Assessed**  (P = portfolio,  R = references,  O = observation,  I = in person meeting) | **Notes**  in respect of the degree to which the competency criteria are met by the assessed evidence | **Outcome: A / C / N**  A = achieved,  C = achieved with conditions,  N = not achieved |
| **1: Practical experience** | 1A Evidence contribution to the provision of impactful scientific support to high performance athletes and coaches on sports performance | | **P, R, I** |  |  |
| **2: Knowledge and scientific training** | 2A Demonstrate advanced knowledge and training in a relevant scientific discipline | | **P, I** |  |  |
| 2B Demonstrate the use of specialist knowledge to optimise the application of existing and emerging research and technology | | **P, I** |  |  |
| 2C Demonstrate critical evaluation of relevant scientific information and concepts to propose solutions to problems | | **P. R. I** |  |  |
| 2D Promote, implement and take responsibility for robust policies and protocols relating to health, safety and sustainability | | **P, R, I** |  |  |
| **3: Knowledge of and commitment to high performance sport** | 3A Evidence personal contribution to develop specific and meaningful area(s) of work in high performance sport | | **P, R, I** |  |  |
| 3B Demonstrate commitment to sporting success in high performancesport | | **P, R, I** |  |  |
| **4: Knowledge of high performance sport’s overall programme and integration with coaching structures and processes** | 4A Demonstrate an understanding of the role of sport science support within high performance sport | | **P, R, I** |  |  |
| 4B Demonstrate collaborative and interdisciplinary approach to high performance sport. Evidence integration of sport science support with other disciplines (e.g., coaching, medicine) to deliver Impactful high performance support | | **P, R, I** |  |  |
| **5: Communication skills** | 5A Demonstrate effective communication, through a variety of platforms, with high performance coaches, athletes, peers and athlete support personnel | | **P, R, O, I** |  |  |
| 5B Demonstrate the ability to communicate effectively with specialist and non- specialist audiences | | **R, P, O, I** |  |  |
| 5C Demonstrate effective leadership through the ability to guide, influence, inspire and empathise with others | | **R, P, O, I** |  |  |
| **6: Professional relationships** | 6A Build understanding and trust of high performance coaches, athletes, peers and other support staff | | **P, R, O, I** |  |  |
| 6B Demonstrate an ability to work in a dynamic environment with skills in conflict resolution, facing challenge and finding solutions | | **P, R, O, I** |  |  |
| 6C Demonstrate approachability, empathy and the ability to listen actively and accurately | | **P, R, O, I** |  |  |
| 6D Demonstrate open-mindedness and adaptability in working with others | | **P, R, I** |  |  |
| 6E Adopt and maintain professional behaviors | | **P, R, O, I** |  |  |
|  | 6F Demonstrate the ability to mediate, develop and maintain positive working relationships | | **P, R, O, I** |  |  |
| **7: Teamwork** | 7A Work cooperatively and effectively lead or manage high performance coaches, athletes, peers and other support staff to provide structured and ongoing scientific support | | **P, R, O, I** |  |  |
| 7B Work autonomously and take responsibility for the work of self and others | | **P, R, O, I** |  |  |
| 7C Comply with and promote relevant codes of conduct and practice | | **P, R, O, I** |  |  |
| **8: High performance sport environments** | 8A Deliver, coordinate, lead or manage scientific support provision within required high performance sport environments | | **P, R, O, I** |  |  |
| 8B Promote and ensure compliance with all relevant regulatory requirements and quality standards | | **P, R** |  |  |
|  | 8C Oversee the implementation of solutions and demonstrate an understanding of potential and actual impacts of your work on your organisation, on the profession and on the wider community. | | **P, R, O, I** |  |  |
| **9: Problem solving and interdisciplinarity** | 9A Demonstrate critical and innovative thinking to provide meaningful solutions to priority problems | | **P, R, I** |  |  |
| 9B Exercise sound judgement and understand principles of uncertainty in complex and unpredictable situations | | **P, R, I** |  |  |
| 9C Demonstrate how you scope, plan and manage projects | | **P, R, I** |  |  |
| 9D Demonstrate the achievement of desired outcomes with the effective management of resources and risks | | **P, R, I** |  |  |
| **10: Evaluation and Continuing Professional Development CPD** | 10A Self-evaluate and evidence formal and informal reflection on the quality and impact of high performance interventions | | **P, R, I** |  |  |
| 10B Take responsibility for continuous improvement within a scientific or technical environment | | **P, R, I** |  |  |
| 10C Demonstrate a commitment to professional development through continuing advancement of your own knowledge, understanding and competence | | **P, R, I** |  |  |

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| **Outcome** | **Please select one option** |
| 1. HPSA Awarded – all competencies achieved. |  |
| 1. HPSA Awarded Subject to Conditions – further evidence required (as identified below). |  |
| 1. HPSA Declined – one or more competency not achieved. |  |

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| --- | --- |
| HPSA Applicant:  *(name)* | Date: |
| HPSA Assessor:  *(name)* | HPSA Assessor:  *(signed)* |

**In the event of requiring any further evidence please outline requirements below.**

**Please provide an Action Plan (using the template provided in Appendix 3) in any outcome.**

**Appendix 3. BASES HPSA Action Plan**

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| **Action Points** | **Competency Criteria** |
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*Please outline any action points in the left hand column; in the right hand column identify which competency criteria they relate to.*

HPSA feedback forms for assessors

11-May-22