

# Practice Placement Quality Assurance (PPQA) Regional Contacts



Service Providers (SP) and Higher Education Institutions (HEIs) Contacts

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## Introduction

The Practice Placement Quality Assurance [website](#) supports the quality assurance of practice placements in the Yorkshire and Humber region for all healthcare students from the ten HEIs in the area.

The PPQA database needs to be setup to reflect the relationships between the HEIs, student programs, professions, SP organisations and practice placements. It is also important to setup SP, HEI and educational lead users\* to access the information which is relevant to them.

- The larger SP organisations have nominated PPQA quality lead(s) and database administrator(s). [Click here](#)
- The Advanced Training Practices (ATPs) have nominated PPQA quality lead(s) and database administrator(s). [Click here](#)
- Private, independent and voluntary organisations (PIVO) as well as NHS organisations outside the region are supported by the local HEI [Click here](#).
- The HEIs have nominated professional contacts and database administrators. [Click here](#).

[Click here](#) for the index by organisation.

**The PPQA administrators can also be contacted for queries about the mentor/practice educator register.**

\*Educational Lead users create and edit the practice placement profiles and audit the practice placements in conjunction with the HEI staff.

\*\*HEE YH=Health Education England, working across Yorkshire and the Humber

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### PPQA Database Administration tasks

The following tasks can be completed by the PPQA Administrators:

Administrator	Tasks
SP Administrator	<ul style="list-style-type: none"> <li>• Add/edit/delete organisation users to access data for one or more professions within the organisation i.e. service managers</li> <li>• Add/edit/delete Educational Lead users for practice placements within the organisation</li> <li>• Add/edit practice placements on behalf of the organisation</li> <li>• Ensure students allocated to placements within the organisation can complete an evaluation</li> <li>• Check the database is setup correctly to reflect the organisational requirements</li> <li>• Add/Edit/Delete placement groups as required to reflect service areas or business units</li> <li>• Liaise with the central HEE YH PPQA administrator for deletion of placements and links to student program groups</li> <li>• Liaise with HEI staff, as required</li> </ul>
HEI Administrator	<ul style="list-style-type: none"> <li>• Add/edit/delete HEI users to access data for one or more professions within the HEI</li> <li>• Add/edit/delete HEI users to access the notifications tile (notifies of changes to the database undertaken by SP administrators for placements associated with the HEI)</li> <li>• Check the database is setup correctly to reflect the organisational requirements</li> <li>• Liaise with SP administrators, as required</li> </ul> <p>For private, independent and voluntary organisations (PIVO) the HEI Administrator may do the SP administration tasks defined in the row above.</p>
<p>Central HEE YH PPQA administrator  <a href="mailto:PPQA@yh.hee.nhs.uk">PPQA@yh.hee.nhs.uk</a></p> <p>See documentation section for the appropriate PPQA Administration forms</p>	<ul style="list-style-type: none"> <li>• Add/Edit/Delete new organisations and associated student programs</li> <li>• Add/Edit/Delete HEI users with access to more than one HEI</li> <li>• Add/Edit/Delete HEI users with access to the database administration area and the mentor register for specific PIVO organisations</li> <li>• Deletion of practice placements</li> <li>• Deletion of links between student programs and practice placements</li> <li>• Add/Edit/Delete student programs</li> <li>• Add/Edit/Delete student program groups</li> <li>• Add/Edit/Delete professions</li> <li>• Add/Edit/Delete qualifications</li> </ul>

## Practice Placement Quality Assurance (PPQA): Regional Contacts

### Service Provider Quality Leads and Administrators

Organisation	PPQA Quality Lead(s)	PPQA Database Administrator(s), including mentor register queries
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		Victoria Carter Practice Learning Facilitator <a href="mailto:victoria.carter@bdct.nhs.uk">victoria.carter@bdct.nhs.uk</a> 01274 777567 / 07764966657
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## Practice Placement Quality Assurance (PPQA): Regional Contacts

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<p>Tees, Esk &amp; Wear Valleys NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Karen Sidgwick, Professional Nursing and Education Secretary  <a href="mailto:karen.sidgwick@nhs.net">karen.sidgwick@nhs.net</a>            01642 451510</p>	<p>Bernadette Wallace  <a href="mailto:bernadette.wallace@nhs.net">bernadette.wallace@nhs.net</a></p>
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<p>York Teaching Hospitals NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Amanda Horrocks  <a href="mailto:amanda.horrocks@york.nhs.uk">amanda.horrocks@york.nhs.uk</a>            01723 342035 / 07557 744602</p>	<p>Andrew Atherton  <a href="mailto:andrew.atherton@york.nhs.uk">andrew.atherton@york.nhs.uk</a></p> <p>Emma Simpson  <a href="mailto:Emma.Simpson@york.nhs.uk">Emma.Simpson@york.nhs.uk</a></p>



## Practice Placement Quality Assurance (PPQA): Regional Contacts

		<p><i>Mentor / Practice Educator Register</i>  Practice Education Team Support -  Group email (checked daily every  morning)  <a href="mailto:practiceeducationteam@york.nhs.uk">practiceeducationteam@york.nhs.uk</a></p> <p>Joanne Watson - Practice Education  Team Administrator:  <a href="mailto:joanne.watson@york.nhs.uk">joanne.watson@york.nhs.uk</a>  01723 385004</p>
<p>Yorkshire Ambulance  Service – Stations   <a href="#">Website</a></p>	<p>Samantha Smithson, Placement  Manager  <a href="mailto:Samantha.Smithson@yas.nhs.uk">Samantha.Smithson@yas.nhs.uk</a>  07824 540169 / 01904 666095</p>	<p>PPQA Quality Lead</p>

## Practice Placement Quality Assurance (PPQA): Regional Contacts

### Advanced Training Practices (ATPs) - Quality Leads and Administrators

Organisation	PPQA Quality Lead(s)	PPQA Database Administrator(s), including mentor register queries
Caritas Health Partnership (PPQA = Caritas Advanced Training Practice Hub)  <a href="#">Website</a>	Julie GreenBerry, <a href="mailto:Julie.Greenberry@GP-B84618.nhs.uk">Julie.Greenberry@GP-B84618.nhs.uk</a> 07590 351851	PPQA Quality Lead
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Freshney Green Primary Care Centre (PPQA = Freshney Green ATP Hub)  <a href="#">Website</a>	Mandy Rimmer, <a href="mailto:mandy.rimmer@nhs.net">mandy.rimmer@nhs.net</a> 01472 372137	PPQA Quality Lead
Haxby Group Hull (PPQA = Advanced Training Practice - The Haxby Group)  <a href="#">Website</a>	Lisa Billingham <a href="mailto:lisa.billingham1@nhs.net">lisa.billingham1@nhs.net</a> 01482 303963	PPQA Quality Leads
	Debra Smith <a href="mailto:debra.smith8@nhs.net">debra.smith8@nhs.net</a>	
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## Practice Placement Quality Assurance (PPQA): Regional Contacts

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## Practice Placement Quality Assurance (PPQA): Regional Contacts

### Higher Education Institutions professional contacts and administrators

HEI	Professional Contacts	PPQA Database Administrators, including mentor register queries
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## **Private, Independent and Voluntary Organisations and NHS Trusts outside the region**

Please contact the HEI which allocates students to your organisation with any queries about the website. See contact details above.



## Index

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Airedale NHS Foundation Trust, [4](#)  
Barnsley Hospital NHS Foundation Trust, [4](#)  
Bradford District Care Trust, [4](#)  
Bradford Teaching Hospitals NHS Foundation Trust, [4](#)  
Calderdale and Huddersfield NHS Foundation Trust, [4](#)  
Care Plus, [4](#)  
Caritas Health Partnership, [10](#)  
City Health Care Partnership, [4](#)  
City of York Council, [5](#)  
College Lane Surgery, [10](#)  
Doncaster and Bassettlaw Hospitals NHS Foundation Trust, [5](#)  
Freshney Green Primary Care Centre, [10](#)  
Harrogate and District NHS Foundation Trust, [5](#)  
Humber NHS Foundation Trust, [5](#)  
Leeds & York Partnerships NHS Foundation Trust, [6](#)  
Leeds Beckett University, [12](#)  
Leeds Community Health Care NHS Trust, [6](#)  
Leeds Student Medical Practice, [10](#)  
Leeds Teaching Hospitals NHS Trust, [6](#)  
Locala, [6](#)  
Mid Yorkshire Hospitals NHS Trust, [6](#)  
NAVIGO, [6](#)  
Northern Lincolnshire and Goole NHS Foundation Trust, [6](#)  
PPQA = Barnsley Advanced Training Practice Project, [10](#)  
PPQA = Caritas Advanced Training Practice Hub, [10](#)  
PPQA = Sheffield Advanced Training Practices, [11](#)  
PPQA= Bradford Hub ATP Practices, [10](#)  
PPQA= Freshney Green ATP Hub, [10](#)  
Primary Care Education Group, [10](#)  
Primary Care Works, [10](#)  
Private, Independent and Voluntary Organisations, [15](#)  
Rotherham NHS Foundation Trust, [7](#)  
Rotherham, Doncaster and South Humber NHS Foundation Trust (RDaSH), [7](#)  
Sheffield Children's NHS Foundation Trust, [7](#)  
Sheffield Hallam University, [12](#)  
Sheffield Health and Social Care NHS Foundation Trust, [7](#)  
Sheffield Teaching Hospitals NHS Foundation Trust, [8](#)  
SW Yorkshire Partnership NHS Foundation Trust, [8](#)  
The Open University – R07, [13](#)  
The University of Hull, [13](#)  
The University of York, [13](#)  
University of Bradford, [13](#)  
University of Huddersfield, [14](#)  
University of Leeds, [14](#)  
White House Surgery, [11](#)  
York St John University, [14](#)  
York Teaching Hospitals NHS Foundation Trust, [8](#)  
Yorkshire Ambulance Service – Stations, [8](#)