

# 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
Airedale NHS Foundation Trust <a href="#">Website</a>	Jack Lewis, Undergraduate Placement Manager/Medical Education Workforce Manager <a href="mailto:jack.lewis@anhst.nhs.uk">jack.lewis@anhst.nhs.uk</a> 01535 294420	PPQA Quality Lead
		Kirsty Fawell <a href="mailto:Kirsty.fawell@anhst.nhs.uk">Kirsty.fawell@anhst.nhs.uk</a> 01535 294379
Barnsley Hospital NHS Foundation Trust <a href="#">Website</a>	Bev Clancy <a href="mailto:beverley.clancy@nhs.net">beverley.clancy@nhs.net</a> 01226 432139 / 07983502158	PPQA Quality Lead
Bradford District Care Trust <a href="#">Website</a>	Emma Greenwood, Data Analyst Nurse Development Team <a href="mailto:emma.greenwood@bdct.nhs.uk">emma.greenwood@bdct.nhs.uk</a> 01274 777559 / 07525 872526	PPQA Quality Lead
		Victoria Carter Practice Learning Facilitator <a href="mailto:victoria.carter@bdct.nhs.uk">victoria.carter@bdct.nhs.uk</a> 01274 777567 / 07764966657
Bradford Teaching Hospitals NHS Foundation Trust <a href="#">Website</a>	Practice Educators <a href="mailto:practice.educators@bthft.nhs.uk">practice.educators@bthft.nhs.uk</a> 01274 366035	Natalie Van der Gucht <a href="mailto:Natalie.Vandergucht@bthft.nhs.uk">Natalie.Vandergucht@bthft.nhs.uk</a> 01274 366033 / 07943079492
		Jayne Brown <a href="mailto:Jayne.Brown2@bthft.nhs.uk">Jayne.Brown2@bthft.nhs.uk</a> 01274 366034 / 07943079483
Calderdale and Huddersfield NHS Foundation Trust <a href="#">Website</a>	Michelle Bamforth Practice Learning Facilitator <a href="mailto:michelle.bamforth@cht.nhs.uk">michelle.bamforth@cht.nhs.uk</a> 01422 222187	Renee Comerford <a href="mailto:Renee.Comerford@cht.nhs.uk">Renee.Comerford@cht.nhs.uk</a>  Yvonne Hardcastle <a href="mailto:Yvonne.Hardcastle@cht.nhs.uk">Yvonne.Hardcastle@cht.nhs.uk</a>
	Vicki Drummond, Workforce Assurance Manager <a href="mailto:Vicki.drummond@cht.nhs.uk">Vicki.drummond@cht.nhs.uk</a>	Gill Davis <a href="mailto:Gill.Davis@cht.nhs.uk">Gill.Davis@cht.nhs.uk</a>
Care Plus <a href="#">Website</a>	Judith Green Practice Learning Facilitator <a href="mailto:Judith.Green1@nhs.net">Judith.Green1@nhs.net</a> 01472 256718 / 07867911762	PPQA Quality Lead

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

<p>City Health Care Partnership</p> <p><a href="#">Website</a></p>	<p>Joanne Deighton Practice Learning Facilitator <a href="mailto:joanne.deighton@nhs.net">joanne.deighton@nhs.net</a> 07816645812</p> <p>Karen Petterson Practice Learning Facilitator <a href="mailto:Karen.petterson@nhs.net">Karen.petterson@nhs.net</a> 07964686770</p>	<p>PPQA Quality Lead</p>
<p>City of York Council</p>	<p>Jackie Jackson Learning and Development Systems Manager Workforce Development /HR <a href="mailto:jackie.jackson@york.gov.uk">jackie.jackson@york.gov.uk</a> Tel 01904 553017 / 551215</p> <p>Stef Lambert Learning &amp; Development Facilitator Workforce Development/HR <a href="mailto:stef.lambert@york.gov.uk">stef.lambert@york.gov.uk</a>  Tel 01904 553017/ 551092</p>	<p>PPQA Quality Lead</p>
<p>Doncaster and Bassetlaw Teaching Hospitals NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Kim Murtagh Placement Education Lead <a href="mailto:Kim.Murtagh1@nhs.net">Kim.Murtagh1@nhs.net</a> 01909 502924</p> <p>Claire Emmerson Placement Education Co-Ordinator <a href="mailto:claire.emmerson@nhs.net">claire.emmerson@nhs.net</a> 01909 572735</p>	<p>Kim Murtagh Placement Education Lead <a href="mailto:Kim.Murtagh1@nhs.net">Kim.Murtagh1@nhs.net</a> 01909 502924</p>
<p>Harrogate and District NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Mark Flowers Practice Learning Facilitator <a href="mailto:mark.flowers@hdfnhs.uk">mark.flowers@hdfnhs.uk</a> 01423 555739</p>	<p>PPQA Quality Lead</p>
<p>Hull and East Yorkshire Hospitals NHS Trust</p> <p><a href="#">Website</a></p>	<p>Katie Cook <a href="mailto:katie.cook@hey.nhs.uk">katie.cook@hey.nhs.uk</a> 01482 607842</p> <p>Julie Dimaline <a href="mailto:julie.dimaline@hey.nhs.uk">julie.dimaline@hey.nhs.uk</a> 01482 607842</p>	<p>PPQA Quality Leads</p>

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

<p>Humber NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Karen Simpkin  <a href="mailto:k.simpkin@nhs.net">k.simpkin@nhs.net</a>                      01482 301708                      01482 301831</p>	PPQA Quality Leads
	<p>Claire Tiernan-Smith  <a href="mailto:C.tiernan@nhs.net">C.tiernan@nhs.net</a>                      01482 301831</p>	<p>PLF generic email address  <a href="mailto:HNF-Tr.mentor@nhs.net">HNF-Tr.mentor@nhs.net</a></p>
<p>Leeds &amp; York Partnerships NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Jenny Shaw                      Practice Learning Facilitator  <a href="mailto:jenny.shaw3@nhs.net">jenny.shaw3@nhs.net</a>                      07931792467</p>	PPQA Quality Lead
<p>Leeds Community Health Care NHS Trust</p> <p><a href="#">Website</a></p>	<p>Jude Mckaig                      Learning and Development Lead  <a href="mailto:j.mckaig@nhs.net">j.mckaig@nhs.net</a>                      07947 273332 / 0113 843 4554</p>	PPQA Quality Leads
	<p>Maggie Nickle                      Learning and Development Lead  <a href="mailto:mnickle@nhs.net">mnickle@nhs.net</a>                      07985 803850</p>	
<p>Leeds Teaching Hospitals NHS Trust</p> <p><a href="#">Website</a></p>	<p>Robert McMaster, Lead Nurse for Education  <a href="mailto:robert.mcmaster@nhs.net">robert.mcmaster@nhs.net</a>                      0113 2067169</p>	<p>Doug Bodey  <a href="mailto:doug.bodey@nhs.net">doug.bodey@nhs.net</a>                      0113 2065355</p>
<p>Locala</p> <p><a href="#">Website</a></p>	<p>Emma Bartlett                      Practice Education Quality Lead  <a href="mailto:emma.bartlett@locala.org.uk">emma.bartlett@locala.org.uk</a>                      03033308811 / 07976485079</p>	PPQA Quality Lead
		<p>Generic Email address  <a href="mailto:practice.education@locala.org.uk">practice.education@locala.org.uk</a></p>
<p>Mid Yorkshire Hospitals NHS Trust</p> <p><a href="#">Website</a></p>	<p>Fiona Timbs, Lead Practice Learning Facilitator  <a href="mailto:fiona.timbs@midyorks.nhs.uk">fiona.timbs@midyorks.nhs.uk</a>                      01924 546015</p>	PPQA Quality Lead
		<p>Isla Shackleton, Practice Learning Facilitator  <a href="mailto:Isla.shackleton@midyorks.nhs.uk">Isla.shackleton@midyorks.nhs.uk</a></p>

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

		Emily Metcalf, Practice Learning Facilitator <a href="mailto:emily.metcalf@midyorks.nhs.uk">emily.metcalf@midyorks.nhs.uk</a>
		Sarah Burns, Administrator <a href="mailto:Sarah.burns@midyorks.nhs.uk">Sarah.burns@midyorks.nhs.uk</a>
NAViGO <a href="#">Website</a>	Gary Jordan Mental Health Training Lead <a href="mailto:gary.jordan1@nhs.net">gary.jordan1@nhs.net</a> 01472 583033 / 07525868562	PPQA Quality Lead
Northern Lincolnshire and Goole NHS Foundation Trust <a href="#">Website</a>	Ellie Parker <a href="mailto:Eleanor.parker5@nhs.net">Eleanor.parker5@nhs.net</a> 01724 282282 ext 2087	Claire Fisher <a href="mailto:Claire.fisher7@nhs.net">Claire.fisher7@nhs.net</a> 01724 203465
		Heather Groves <a href="mailto:Heather.groves@nhs.net">Heather.groves@nhs.net</a> 01472 874111 ext 2780
Rotherham NHS Foundation Trust <a href="#">Website</a>	Shelly Worsley, Placement Quality Facilitator <a href="mailto:shelly.worsley@rothgen.nhs.uk">shelly.worsley@rothgen.nhs.uk</a> 01709 426022	PPQA Quality Lead
		Lynne Firth <a href="mailto:Lynne.Firth@rothgen.nhs.uk">Lynne.Firth@rothgen.nhs.uk</a>
Rotherham, Doncaster and South Humber NHS Foundation Trust (RDaSH) <a href="#">Website</a>	Sue Sparks, Head of Education, RED Centre <a href="mailto:Sue.Sparks@rdash.nhs.uk">Sue.Sparks@rdash.nhs.uk</a> 01302 796208	Ian Warner <a href="mailto:ian.warner@rdash.nhs.uk">ian.warner@rdash.nhs.uk</a> 01302 796274
	Kerry Pepper, RDaSH multi professional placement learning team lead <a href="mailto:Kerry.pepper@rdash.nhs.uk">Kerry.pepper@rdash.nhs.uk</a> 01302 796111	Julie Eyre <a href="mailto:Julie.eyre@rdash.nhs.uk">Julie.eyre@rdash.nhs.uk</a> 01302 796239
		Generic email address <a href="mailto:placementlearningteam@rdash.nhs.uk">placementlearningteam@rdash.nhs.uk</a>
Sheffield Children's NHS Foundation Trust <a href="#">Website</a>	Lorraine Fitter, Nursing Support Manager, <a href="mailto:lorraine.fitter@sch.nhs.uk">lorraine.fitter@sch.nhs.uk</a> 0114 2717434	Rachael Clayton <a href="mailto:Rachael.Clayton@sch.nhs.uk">Rachael.Clayton@sch.nhs.uk</a> 0114 271 7000
Sheffield Health and Social Care NHS Foundation Trust <a href="#">Website</a>	Andrew Algar Professional ETD Lead (Senior Nurse) <a href="mailto:Andrew.Algar@shsc.nhs.uk">Andrew.Algar@shsc.nhs.uk</a> 07814425052	Tracey Wear Placement Quality Facilitator <a href="mailto:Tracey.Wear@shsc.nhs.uk">Tracey.Wear@shsc.nhs.uk</a> 0114 2718766

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

		<p>Angela Herft            Placement Quality Facilitator  <a href="mailto:Angela.Herft@shsc.nhs.uk">Angela.Herft@shsc.nhs.uk</a>            0114 2262266</p>
<p>Sheffield Teaching Hospitals NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Valerie Hales            Practice Learning Facilitator  <a href="mailto:Valerie.Hales@sth.nhs.uk">Valerie.Hales@sth.nhs.uk</a>            0114 2713942 / 07825960496</p>	<p>PPQA Quality Lead</p>
		<p>Jonathan Douglas  <a href="mailto:Jonathan.Douglas@sth.nhs.uk">Jonathan.Douglas@sth.nhs.uk</a>            0114 2713942</p>
<p>South West Yorkshire Partnership NHS Foundation Trust</p> <p><a href="#">Website</a></p>	<p>Margaret Freeburn            Practice Placement Quality Lead Manager  <a href="mailto:margaret.freeburn@swyt.nhs.uk">margaret.freeburn@swyt.nhs.uk</a>            079194 11063</p>	<p>Practice Learning Facilitators (PLFs):</p> <p>Elsbeth Pilling  <a href="mailto:Elsbeth.pilling@swyt.nhs.uk">Elsbeth.pilling@swyt.nhs.uk</a>            Steve Cooper  <a href="mailto:steve.cooper@swyt.nhs.uk">steve.cooper@swyt.nhs.uk</a>            Christine Steward  <a href="mailto:christine.steward@swyt.nhs.uk">christine.steward@swyt.nhs.uk</a>            Alison Johnson  <a href="mailto:alison.johnson@swyt.nhs.uk">alison.johnson@swyt.nhs.uk</a>            Heidi Thomas  <a href="mailto:heidi.thomas@swyt.nhs.uk">heidi.thomas@swyt.nhs.uk</a></p>
		<p>Julie Jones (Team Administration)  <a href="mailto:julie.jones3@swyt.nhs.uk">julie.jones3@swyt.nhs.uk</a>            07786 466919</p>
<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>
		<p>Ruth Raven  <a href="mailto:ruth.raven1@nhs.net">ruth.raven1@nhs.net</a>            01904 294798 / 07908647064</p>
<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
College Lane Surgery (PPQA = Wakefield Primary Care First, College Lane Surgery)  <a href="#">Website</a>	Claire Broome <a href="mailto:claire.broome@wakefieldccg.nhs.uk">claire.broome@wakefieldccg.nhs.uk</a> 01977 611023	PPQA Quality Leads
	Sara Thackray <a href="mailto:Sara.Thackray@wakefieldccg.nhs.uk">Sara.Thackray@wakefieldccg.nhs.uk</a> 01977 611023	
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>	
Leeds Student Medical Practice  <a href="#">Website</a>	Laura Scott (maternity leave Nov 15 to Sept 16) <a href="mailto:laura.scott15@nhs.net">laura.scott15@nhs.net</a> 0113 295 4488	PPQA Quality Lead please email <a href="mailto:lsmp.atphub@nhs.net">lsmp.atphub@nhs.net</a>
Primary Care Education Group (PPQA= Bradford Hub ATP Practices)	Mandy Brown, Administrator <a href="mailto:mandy.brown@bradford.nhs.uk">mandy.brown@bradford.nhs.uk</a> 01274 224908	PPQA Quality Lead
Primary Care Works (PPQA = Barnsley Advanced Training Practice Project)	Amy Wright <a href="mailto:wrightamy@live.co.uk">wrightamy@live.co.uk</a> 077929 17750	PPQA Quality Leads

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

	<p>Louise Berwick  <a href="mailto:slberwick@gmail.com">slberwick@gmail.com</a></p>	
	<p>Alison Jackson  <a href="mailto:ally.4jackson@btinternet.com">ally.4jackson@btinternet.com</a></p>	
<p>Pitsmoor Surgery,          Foundry Medical Group          (PPQA = Sheffield          Advanced Training          Practices)</p> <p><a href="#">Website</a></p>	<p>Sanni Khan  <a href="mailto:sanni.khan@nhs.net">sanni.khan@nhs.net</a>          0114 274 3996</p>	<p>PPQA Quality Lead</p>

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

### Higher Education Institutions professional contacts and administrators

HEI	Professional Contacts	PPQA Database Administrators, including mentor register queries
Leeds Beckett University  <a href="#">Website</a>	Laura Tallant (all professions) <a href="mailto:l.tallant@leedsbeckett.ac.uk">l.tallant@leedsbeckett.ac.uk</a> 0113 81 25649	Laura Tallant (all professions) <a href="mailto:l.tallant@leedsbeckett.ac.uk">l.tallant@leedsbeckett.ac.uk</a> 0113 81 25649
	Catherine Coates (all Allied Health Professions) <a href="mailto:c.a.coates@leedsbeckett.ac.uk">c.a.coates@leedsbeckett.ac.uk</a> 0113 812 9253	Laura Brown <a href="mailto:L.J.Brown@leedsbeckett.ac.uk">L.J.Brown@leedsbeckett.ac.uk</a> 0113 812 9232
Sheffield Hallam University  <a href="#">Website</a>	Heidi Cheung (Nursing/all) <a href="mailto:H.Cheung@shu.ac.uk">H.Cheung@shu.ac.uk</a> 0114 225 5390	Heidi Cheung (Nursing/all) <a href="mailto:H.Cheung@shu.ac.uk">H.Cheung@shu.ac.uk</a> 0114 225 5390
	Rebecca Nelson (all) <a href="mailto:r.nelson@shu.ac.uk">r.nelson@shu.ac.uk</a>	Robin Lewis <a href="mailto:R.P.Lewis@shu.ac.uk">R.P.Lewis@shu.ac.uk</a>
	Jude Mitchell (OT) <a href="mailto:Judith.Mitchell@shu.ac.uk">Judith.Mitchell@shu.ac.uk</a>	Jude Mitchell (OT) <a href="mailto:Judith.Mitchell@shu.ac.uk">Judith.Mitchell@shu.ac.uk</a>
	Sue Dale (Physiotherapy) <a href="mailto:S.Dale@shu.ac.uk">S.Dale@shu.ac.uk</a>	Sue Dale (PT) <a href="mailto:S.Dale@shu.ac.uk">S.Dale@shu.ac.uk</a>
	Aimee France (Physiotherapy) <a href="mailto:Aimee.France@shu.ac.uk">Aimee.France@shu.ac.uk</a>	Aimee France (PT) <a href="mailto:Aimee.France@shu.ac.uk">Aimee.France@shu.ac.uk</a>
	John Rutherford (ODP) <a href="mailto:J.Rutherford@shu.ac.uk">J.Rutherford@shu.ac.uk</a>	Gillian Wheatley <a href="mailto:G.D.Wheatley@shu.ac.uk">G.D.Wheatley@shu.ac.uk</a>
	Sam McCabe-Hogan (Paramedic) <a href="mailto:S.McCabe-Hogan@shu.ac.uk">S.McCabe-Hogan@shu.ac.uk</a>	
	Macus Elkington (Radiography) <a href="mailto:M.T.Elkington@shu.ac.uk">M.T.Elkington@shu.ac.uk</a>	
	Jon McNamara (Radiotherapy) <a href="mailto:Joanna.McNamara@shu.ac.uk">Joanna.McNamara@shu.ac.uk</a>	
	Kath Nakielski (Midwifery) <a href="mailto:K.Nakielski@shu.ac.uk">K.Nakielski@shu.ac.uk</a>	

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

The Open University – R07 <a href="#">Website</a>	Jill Rounce (Nursing) <a href="mailto:Jill.Rounce@open.ac.uk">Jill.Rounce@open.ac.uk</a>	Central HEE YH PPQA Administrators <a href="mailto:PPQA@yh.hee.nhs.uk">PPQA@yh.hee.nhs.uk</a>
	Suzanne Rushton <a href="mailto:s.j.rushton@open.ac.uk">s.j.rushton@open.ac.uk</a>	
	Esther Almond <a href="mailto:e.r.almond@open.ac.uk">e.r.almond@open.ac.uk</a>	
The University of Hull	Zoe Wilkes (all professions) <a href="mailto:Z.Wilkes@hull.ac.uk">Z.Wilkes@hull.ac.uk</a>	Anthony Chambers <a href="mailto:Anthony.Chambers@hull.ac.uk">Anthony.Chambers@hull.ac.uk</a>
	C Murphy (Life Sciences) <a href="mailto:c.murphy@hull.ac.uk">c.murphy@hull.ac.uk</a>	
	Jan Gibson (Nursing) <a href="mailto:J.M.Gibson@hull.ac.uk">J.M.Gibson@hull.ac.uk</a>	Mentor Register Administrator: Sally Carline <a href="mailto:s.carline@hull.ac.uk">s.carline@hull.ac.uk</a>
	Sean Frost (Programme Director) <a href="mailto:s.frost@hull.ac.uk">s.frost@hull.ac.uk</a>	
The University of Sheffield	Sally Underwood (nursing) <a href="mailto:s.underwood@sheffield.ac.uk">s.underwood@sheffield.ac.uk</a>	As professional contacts
	Sarah Radgick (Psychology) <a href="mailto:s.a.radgick@sheffield.ac.uk">s.a.radgick@sheffield.ac.uk</a>	
	Judy Clegg (Speech and Comms) <a href="mailto:j.clegg@sheffield.ac.uk">j.clegg@sheffield.ac.uk</a>	
	Helen Davis (Orthoptics) <a href="mailto:h.davis@sheffield.ac.uk">h.davis@sheffield.ac.uk</a>	
	Julie Hutchison (Student Placement Issues) <a href="mailto:julie.hutchison@sheffield.ac.uk">julie.hutchison@sheffield.ac.uk</a>	
The University of York	Julie Platts <a href="mailto:julie.platts@york.ac.uk">julie.platts@york.ac.uk</a> 01904 321311	Julie Platts <a href="mailto:julie.platts@york.ac.uk">julie.platts@york.ac.uk</a> 01904 321311
		Sarah Wooffitt <a href="mailto:sarah.wooffitt@york.ac.uk">sarah.wooffitt@york.ac.uk</a> Mentor Register Administrators 01904 321316
		Susan Maude <a href="mailto:sue.maude@york.ac.uk">sue.maude@york.ac.uk</a> Mentor Register Administrators 01904 321316
University of Bradford	Michael Hellowell	

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

	<a href="mailto:M.R.Hellawell1@bradford.ac.uk">M.R.Hellawell1@bradford.ac.uk</a>	Paula Frost <a href="mailto:p.e.frost@bradford.ac.uk">p.e.frost@bradford.ac.uk</a> 01274 233343  (All Placements) <a href="mailto:foh-placements@bradford.ac.uk">foh-placements@bradford.ac.uk</a>
	Jennifer Bromley (Physiotherapy) <a href="mailto:J.F.Bromley@bradford.ac.uk">J.F.Bromley@bradford.ac.uk</a>	
	Janice High (Nursing) <a href="mailto:J.L.High1@bradford.ac.uk">J.L.High1@bradford.ac.uk</a>	
	Edward Cadogan (Radiography) <a href="mailto:E.Cadogan@bradford.ac.uk">E.Cadogan@bradford.ac.uk</a>	
	Susan Jackson (Occupational Therapy) <a href="mailto:S.Jackson13@bradford.ac.uk">S.Jackson13@bradford.ac.uk</a>	
	Gillian Jaggar (Life Sciences) <a href="mailto:g.jaggar@bradford.ac.uk">g.jaggar@bradford.ac.uk</a>	
	Claire Edwards (Placement Manager) <a href="mailto:C.L.Edwards1@bradford.ac.uk">C.L.Edwards1@bradford.ac.uk</a>	
University of Huddersfield	Shared email address (all professions, except Pharmacy) <a href="mailto:hhsepd@hud.ac.uk">hhsepd@hud.ac.uk</a>  Elizabeth Horncastle (Pharmacy) <a href="mailto:E.Horncastle@hud.ac.uk">E.Horncastle@hud.ac.uk</a>	Cath Hayes <a href="mailto:c.hayes@hud.ac.uk">c.hayes@hud.ac.uk</a> 01484 473495
University of Leeds	Kath Bowles (all professions) <a href="mailto:k.bowles@leeds.ac.uk">k.bowles@leeds.ac.uk</a> 0113 3439442	
	Audiology (Paul White) <a href="mailto:p.i.s.white@leeds.ac.uk">p.i.s.white@leeds.ac.uk</a>	
	Rhona Riley (Cardiology) <a href="mailto:r.l.riley@leeds.ac.uk">r.l.riley@leeds.ac.uk</a>	

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

York St John University	Fiona Howlett (Occupational Therapy)_ <a href="mailto:F.Howlett@yorks.ac.uk">F.Howlett@yorks.ac.uk</a>	Fran Pluta <a href="mailto:f.pluta@yorks.ac.uk">f.pluta@yorks.ac.uk</a>
	Professional Practice <a href="mailto:professionalpractice@yorks.ac.uk">professionalpractice@yorks.ac.uk</a>	
	Judy Purton (Physiotherapy) <a href="mailto:j.purton@yorks.ac.uk">j.purton@yorks.ac.uk</a>	

## **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.



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