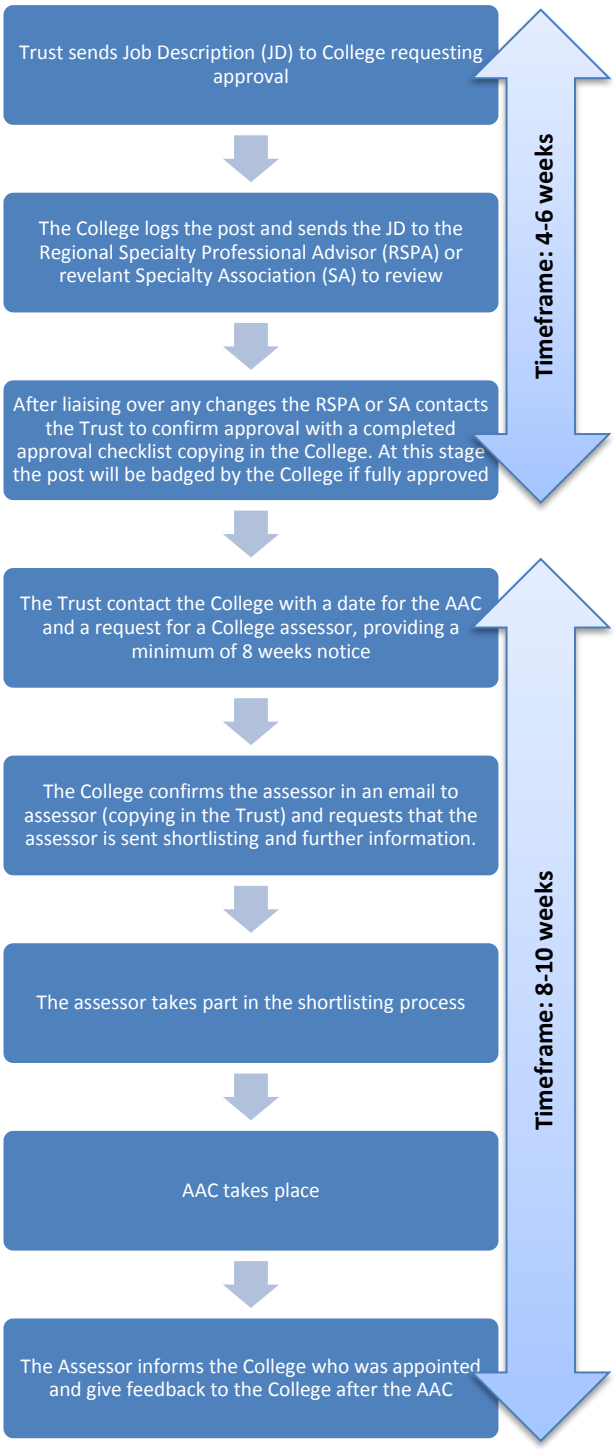
Trust sends Job Description (JD) to College requesting approval
The College logs the post and sends the JD to the Regional Specialty Professional Advisor (RSPA) or revelant Specialty Association (SA) to review
After liaising over any changes the RSPA or SA contacts the Trust to confirm approval with a completed approval checklist copying in the College. At this stage the post will be badged by the College if fully approved
Timeframe: 4-6 weeks
The Trust contact the College with a date for the AAC and a request for a College assessor, providing a minimum of 8 weeks notice
The College confirms the assessor in an email to assessor (copying in the Trust) and requests that the assessor is sent shortlisting and further information.
The assessor takes part in the shortlisting process
AAC takes place
The Assessor informs the College who was appointed and give feedback to the College after the AAC
Timeframe: 8-10 weeks