

How to use the Practice Placement Administration System (PPAS)

You will need a password to enter the system. Each trust has been allocated a password by our Practice Placement Administrator Norma Jones . If you are unsure of your password either contact your line manager (or the clinician that is involved with the organization of placements in your area) or email Norma here at the University: N.L.Jones@bham.ac.uk

The Left-hand Navigation Tile is used to access the different pages on the site. The most commonly used areas are as follows:

Placed Students

The database will allow you to view all of the upcoming students that have placements in your area. Students are added to this list 6 weeks before they are due on placement. You can also see a list of the students that have had previous placements within your trust.

Placement Area Information

This is the information that the student will access prior to coming out on placement (see below). We ask all our students to phone their clinical educator at least a week before the start of placement to introduce themselves and to double check the placement details. Please check the placement information for your area regularly to ensure that it is as up to date as possible.

If you need to change any aspect of the page please email Norma (N.L.Jones@bham.ac.uk).

Placement Area Feedback

Here you can view feedback from past students regarding their placement.

Placements Offered

You can also view all of the placements that your area has offered to the University over the academic year.

Once again if you have any questions at all about the PPAS please contact Norma Jones.