QMPLE User Guide



Practice Education Leads (PEL) and Practice Practice Education Role (PER) - Are Education Facilitators (PEF) can add PER senior charge nurses and team leads roles. PERs are usually Senior Charge (band 6 or 7), Normally associated with 1 Nurses, Care Home Managers or Link or 2 learning environments. Mentors. ? 1. Select the Users tab from the Student Feedback Forms drop-down main menu. Users Select Page (^ **Board Members** > 2. This will take you to the Users page > PELs where you can view the PERs page and add a Practice Education Role. > PEFs > PERs **PER Users** Mentors Search Add PER User





| Add/Edit PER User | | 3. Enter the PERs details into the new window that appears and remember to save. |
|--|---------------------------------------|--|
| First Name | | |
| Test | | |
| Surname | | Cancel Save |
| PER | | |
| Email Address | | |
| test.per@nhs.com | | |
| Job Title | | |
| SCN | | |
| Learning Centre | | 4. When adding the new PER you must select a Learning Centre and Learning Environment |
| Linwood Health Centre | | they are associated to. |
| Learning Environment | | |
| Linwood Adult District Nursi | ng Team | ~ |
| | | |
| Isername | Name | |
| est.per@nhs.com | Test PER | Edit Change Role Edit User Associations Assign Mentor Status |
| dit User Associations | | 5. If a PER role covers more than one area, by clicking on the 'Edit User Associations' button |
| NHS Greater Glasgow & Clyde (NHS Sector) | Greater Glasgow and Clyde (Non NHS Se | to be added to the new PERs associations. |

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| Drug Gourt Drumchapel Health Centre Dumbarton Health Centre | Drug Court | Drumchapel Health Centre | Dumbarton Health Centre |

'How to add a Practice Education Role' (Version 1) QMPLE User Guide Produced for NHS Education for Scotland by Kirsty Munro