## Post-registration qualification application process flow diagram

EN (applicant) completes postregistration qualification application template and submits it to line manager

Within 10 working days of receiving post-registration qualification application template, line manager assesses document and makes recommendation to Director of Nursing/Midwifery

Director of Nursing/Midwifery (DON/M) / Area Chief Executive (ACE) delegate reviews the recommendation for endorsement and/or approval within five working days.

## Successful applicants

The DON/M / ACE delegate reviews the recommendation and either endorses the request for reclassification or seeks further information. Written advice provided to the applicant.

## **Unsuccessful applicants**

At the same time as referring applicant for further development, DON/M writes to applicant, explaining why application has been refused.