



Association for Family &  
Systemic Psychotherapy

# National Assessor Request Form

Effective from: 20th April 2026

[www.theafsp.org](http://www.theafsp.org)

## National Assessor Request Form

Please see the Guidance for the use of National Assessors document available on the Policy, Standards and Guidance page of the website

We would ask all Trusts who require a National Assessor to complete this form and email to the Professional Affairs Committee via the AFSP office: [hello@theafsp.org](mailto:hello@theafsp.org)

Name of Trust	
Address	
Contact Name	
Position/Job Title	
Telephone	
Email	
Title of post that the National Assessor is required for	
Grade/Banding for this post	
Location, if not with the above trust	

Request For: (Please indicate which services are required)	Area of interest
General advice and information	<input type="checkbox"/>
Writing a Job Description / Person Specification	<input type="checkbox"/>
Written advice regarding regrading ( <i>please enclose copy of job description and any associated paperwork</i> )	<input type="checkbox"/>
Short listing ( <i>it is recommended to involve an National Assessor in the short-listing process, particularly if there is no Family Therapist on the panel</i> )	<input type="checkbox"/>

Date last reviewed: 20th April 2026.

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Interview Panel	
Have you sought a National Assessor for this same post before?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide name (if known)	

Date of interview panel	
Place of interview	

### Expenses

Please note that all expenses incurred by the National Assessor, including travel, in connection with this request are the responsibility of the Trust. Whenever possible, we will allocate an Assessor who is within reasonable travelling distance of the Trust.

Authorised by:

Name		Date	

*(for AFSP office use only)*

Name of National Assessor Allocated	
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Once a National Assessor has accepted the instruction, they will contact the employing organisation to take the matter forward.

National Assessors should please:

- Consult with another National Assessor before providing written advice
- Send any written advice to the AFT office to be typed on headed paper and circulated
- Complete a 'Feedback form' (available from the AFT office) and return the AFT office. It is good practice to give a copy of this form to the Trust containing your comments on the process.
- Ask the Trust to complete the Employer's section of the feedback form.
- Please return all the required information together to the AFSP Office in Warrington [hello@theafsp.org](mailto:hello@theafsp.org)