

INSTRUCTIONS TO CANDIDATES

As you were informed in the invitation letter, there will be a role play exercise and interview as part of the final selection process.

The role play is based upon a real Disability Living Allowance appeal. You will be provided with the case papers and given 30 minutes in a quiet room to prepare on the basis that you will be the Disability Member of the Tribunal hearing the appeal. You have already been provided with:

- A guide which summarises the entitlement criteria for Disability Living Allowance (DLA) and Attendance Allowance (AA). This guide is also available on the JAC website, www.judicialappointments.gov.uk.
- An extract from the Social Security and Child Support Appeal Tribunals Benchbook.

These documents will also be available in the preparation room on the day of the role play. Please note, however, that they are provided for consultation purposes only and should not be written on.

You may take only the case papers into the role play room together with any notes you have made. Appropriate stationery will be made available to you on the day.

The roles of the Tribunal Judge, the Medical Member and the appellant will be played by professional actors. The Tribunal Judge and Medical Member will already be in the role play room when you are shown in. ***The role play will start immediately on your arrival in the room.***

You are expected to participate in a preview of the paperwork with the other tribunal members, and take part in the hearing and the subsequent deliberations with tribunal members. The tribunal will be expected to reach a decision but not to deliver it to the appellant.

The role play will last no longer than 40 minutes, of which about 10 minutes will be devoted to the preview, 20 minutes to the hearing and 10 minutes to deliberations.

Two observers will be present throughout the role play but will play no part in the exercise. You need not acknowledge their presence. The role play will be audio recorded.