



UGANDA HEALTH PROFESSIONS ASSESSMENT BOARD

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CIRCULAR No. UHPAB/ES/25/005

20th November, 2025

To: All Principals of Health TVET Provider Institutions in Uganda.

UPDATES AND GUIDANCE FROM UGANDA HEALTH PROFESSIONS ASSESSMENT BOARD.

Uganda Health Professions Assessment Board (UHPAB) appreciates the work you are doing regarding training of future health workers. As we approach the conduct of the second series of UHPAB Assessment scheduled for December, 2025, the Board wishes to draw your attention to the following;

1. December, 2025 Semester Assessment Timetable

The December, 2025 UHPAB Semester Assessment is scheduled for 1st to 12th December, 2025. The Timetable provides Assessments in all semesters for all Nursing, Midwifery and Allied Health candidates who were registered for the various papers. To ensure smooth conduct of the Assessment, Principals are urged to study the Timetable carefully and display it on the Institution's noticeboard for the Trainees to view.

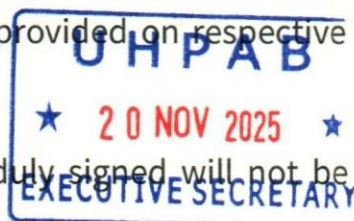
2. Submission of candidates' research, project and case reports

Deadline for submission of candidates' research, project and case reports is 28th November, 2025. These should be officially received and documented by the UHPAB records office.

3. Submission of School Based Assessment (SBA) results

Deadline for submission of SBA for Allied Health Programs is 28th November, 2025. Principals should ensure that they sign all the SBA records submitted to UHPAB and that each Trainee signs for his or her results per paper before submission. A template for capturing and submission of SBA has been provided on respective Institution's Email Addresses.

School Based Assessment results that are not duly signed will not be received by



UHPAB and therefore shall not contribute to the end of semester assessment. Trainees without results for SBA in a paper will be considered to have scored zero in that component of the paper.

The SBA results should be submitted in two formats. A hard copy that is duly signed and an electronic copy saved on a flash disk and delivered UHPAB Secretariat. Training Institutions should also submit question papers of the various tests and assignments administered as SBA for each paper.

4. Clinical placement and Management of Practical Logbooks

Clinical placement is crucial for developing clinical competences and professional skills required in the world of work. Health TVET provider Institutions are therefore expected to place trainees in the practicum area as stipulated in the curriculum for the various health programs. Trainees who have not completed all the competence-based requirements are not eligible to sit for UHPAB semester examinations.

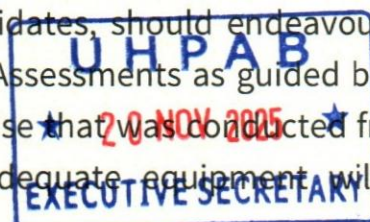
Practical Logbooks are intended to be used as tools to monitor acquisition of competences during clinical/community placement. The Logbooks should be rated by Mentors/Preceptors as Continuous Assessment while the Board will do support supervision.

Trainees for Allied health programs who failed their Logbooks in June, 2025 Assessment should have the Logbooks submitted to UHPAB for marking. The Logbooks should be officially received and documented by the records office and the deadline for submission is 28th November, 2025.

Logbooks for other candidates will be organized by the principals and presented to the Centre Coordinators for the assessors to evaluate them during conduct of the 2025 Assessment.

5. Skills laboratory equipment

Health TVET Provider Institutions with inadequate equipment in their skills laboratories for the expected number of candidates, should endeavour to procure them before commencement of the Semester Assessments as guided by the UHPAB Accreditation team during the validation exercise that was conducted from 3rd to 7th November 2025. Institutions found with inadequate equipment will have their



candidates transferred to another UHPAB Assessment centre and they will have to meet the costs charged by the host Institution.

6. Presentation of Candidates for Assessment

All candidates registered for Assessment are expected to sit for the Assessment papers they were registered for as stipulated on their Assessment cards. Registered candidates should not be denied the opportunity to sit for the Assessment papers due to tuition related issues.

7. Conclusion

The Board appreciates your cooperation in enforcing the proposed guidelines in the Circular to ensure smooth assessment processes. The above information should therefore be communicated to all those concerned in your Institution for effective implementation.



HELEN MUKAKARISA KATARATAMBI (MRS.)
EXECUTIVE SECRETARY, UHPAB

