

Faculty of Health and Human Sciences

Guidance for managing the support and supervision of pre-registration students

It is recognised that there are occasional times in practice where the support of students may potentially be compromised by an unexpected clinical or staffing situation. The flow charts below provides advice for ward staff, Practice Assessors (nursing) or Practice Placement Educators (HCPC) and learners with regards to the actions they can take to maximise the learning opportunities for students in these situations.

It is anticipated that these occasions occur on an infrequent basis and therefore should not negatively affect clinical based learning.

However, reporting mechanisms allow monitoring to take place and action will be taken if a pathway is initiated more than twice for an individual student during the course of his/her placement.

The flow charts refer to the three most anticipated situations namely:

- The unexpected absence of a Practice Assessor/Supervisor (nursing) or Practice Placement Educator (HCPC) from work
- The reallocation of a Practice Assessor/supervisor (nursing) or Practice Placement Educator (HCPC) to another clinical area for the remainder of a shift
- The unsuitability of a clinical placement for a student on that particular occasion. This may be due to unexpected changes in the acuity of the patient group, a change in skill mix (such as increase in bank/agency staff) or any other change to the environment that may affect learning and support
- Students working Nights and Weekends

In the event of students learning being compromised by an unexpected clinical or staffing situation during a night shift or weekend shift students **should** be advised not to attend placement for that particular shift and to inform the ward manager to enable the shift to be rearranged.

The Placement Provider's Learning and Development/Education team and The University's Placement Development Team Lead/Link Lecturer **should be immediately informed** if the following plans are put into action.

Table 1 – Action to be taken in the event of an unexpected absence of a mentor/supervisor

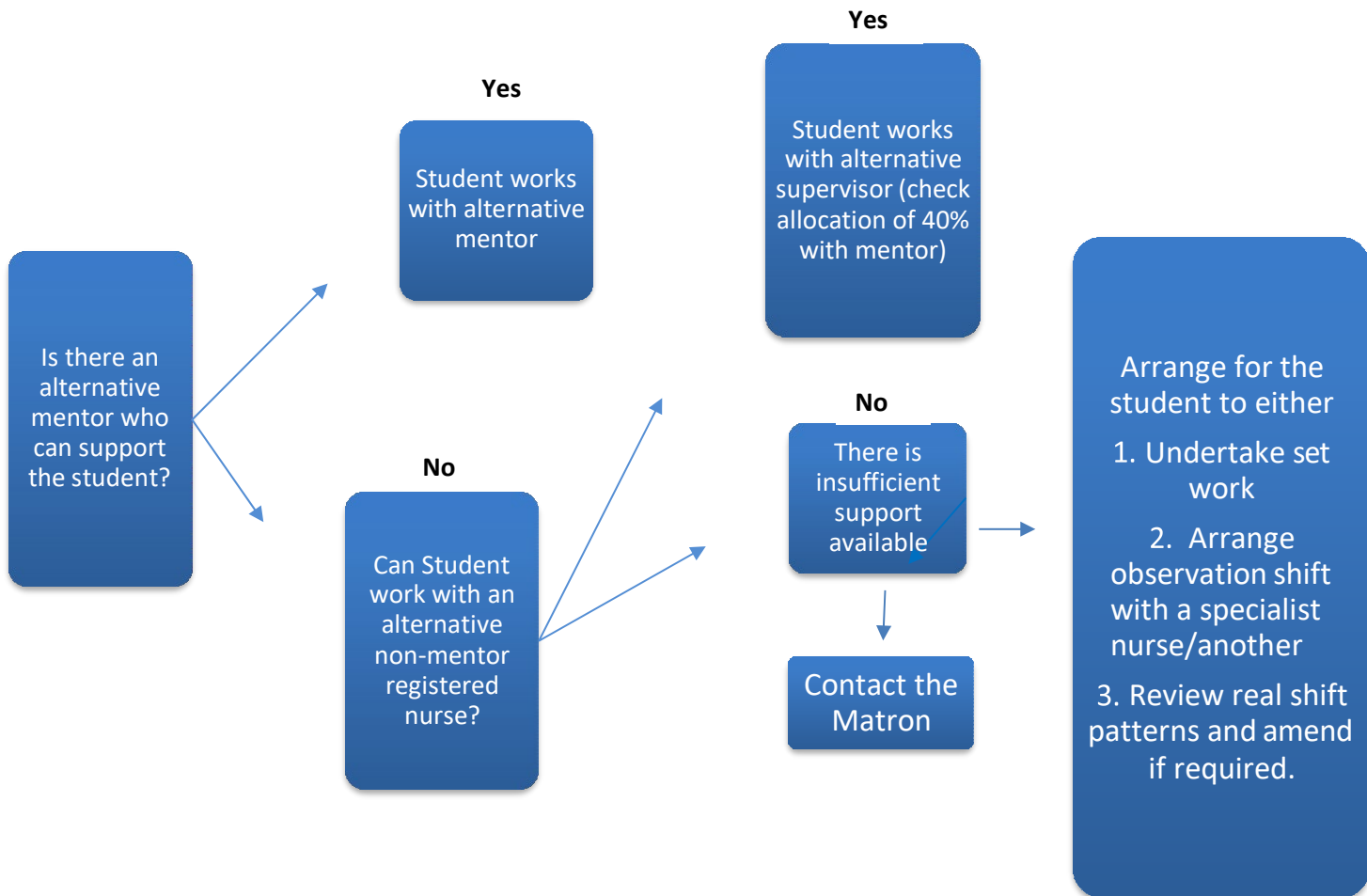


Table 2- Action to be taken if a mentor /supervisor is required to work in a different practice setting

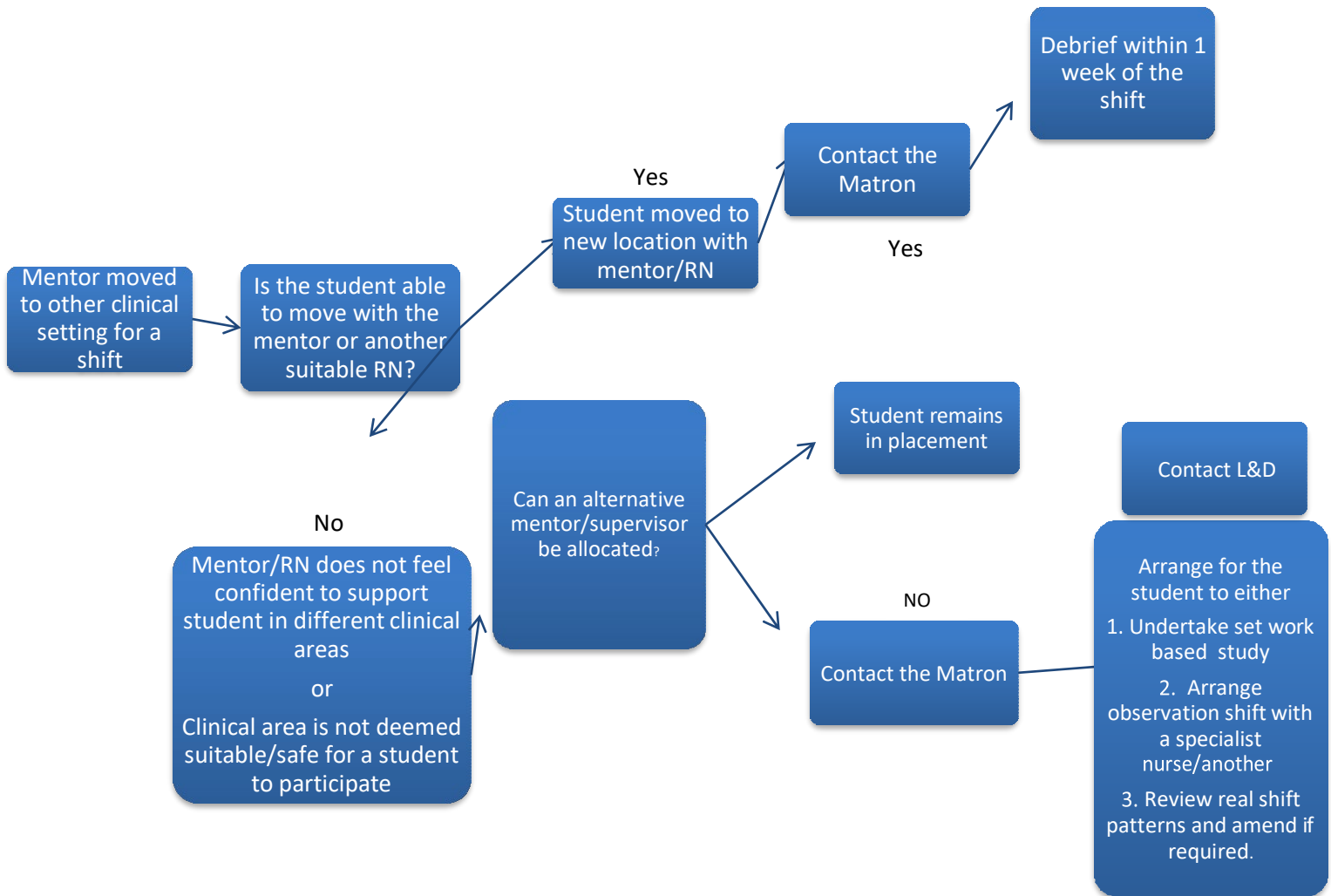


Table 3 Action to be taken in any other event where student learning and support may be compromised

