



UNIVERSITY of LIMERICK
OLLSCOIL LUIMNIGH



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

Guideline on the Clinical Placement of BSc Nursing (General) students in the Community.

Document reference number	G.009	Document developed by	Maria Bailey, UL, BSc Nursing (General) Course Director. Martina Duffy, ADPHN Deirdre O'Sullivan, Allocations Officer, UL Mairead Hussey, Assistant Allocations Officer, UL
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1.0 Guideline:

- 1.1 This guideline on the clinical placement of BSc Nursing (General) in the Community will aid the preceptor PHN and the BSc Nursing (General) student in maximising the learning outcomes of the clinical placement within the community.
- 1.2 The Public Health Nursing service, in co-operation with patients and/ or areas, aims to implement evidenced based practice within its service. Each nurse is accountable for their practice, legally and professionally Bord Altranatais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland) (2014) Code of Professional Conduct and Ethics for Registered Nurses & Midwives, An Bord Altranais, (1999) Amendments to the Nurses Act.

2.0 Purpose

- 2.1 To provide experience and supervision commensurate with enabling students to meet the learning outcomes of the BSc Nursing programme.
- 2.2 To provide guidance to the preceptor who facilitates the student's placement.
- 2.3 The preceptor has a responsibility to inform the student of any concerns linked with his/her professional assessment and their concerns should be conveyed to the relevant Lecturer within the University.

3.0 Scope

- 3.1 To ensure that the clinical placement for the student nurses on the undergraduate programme is of the utmost standard/ quality so as to contribute to their clinical competence and their ultimate qualification.
- 3.2 Bord Altranatais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland) recommends that during the clinical placement, the student is supported by a PHN preceptor.
- 3.3 All registered PHN's and RGN's have a responsibility in supporting and enabling students in the achievement of competence during their clinical placement, by ensuring a positive clinical learning environment.

4.0 Glossary of Terms and Definitions

- 4.1 **Public Health Nurse (PHN)**, A Nurse who is deemed eligible to be registered on The PHN division of Bord Altranatais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland)
- 4.2 **Preceptor:** is a registered Nurse/ Midwife/ Public Health Nurse who has been specially prepared to guide and direct student learning during clinical placement. S/he acts as a resource for the assigned student for a specific time span.
- 4.3 **Faculty Support facilitator:** The Faculty support facilitator acts as a resource for students and preceptors, in the placement area particularly when using the competencies handbook. She/he is available to address clinical learning queries specific to students in the named placement area. Communication regarding competence / non competence is channelled towards this facilitator. The faculty support for the community placement is Jan McCarthy.

5.0 Roles and Responsibilities

5.1 The responsibilities of the DPHN:

5.1.1 To ensure that the clinical area standards for BSc. Student placements are met (ABA, 2005).

5.1.2 To ensure a positive learning environment is maintained within the organisation.

5.1.3 That policies, guidelines and standards are formulated and implemented as required.

5.2 The responsibilities of the ADPHN:

5.2.1 To ensure leadership and mentoring of the preceptor PHN.

5.2.2 To ensure the BSc. student has knowledge of her contact details.

5.2.3 To provide support for the BSc. student when required.

5.3 The responsibilities of the Preceptor PHN:

5.3.1 To ensure that all BSc. students complete the prescribed community placement as required by An Bord Altranais.

5.3.2 To ensure the BSc. student has knowledge of her contact details.

5.3.3 To expose the student to the diverse roles and responsibilities of the many varied personnel and health professionals who operate within the community.

5.3.4 To expose the student to the concept of community as client.

5.3.5 To ensure that the student PHN is exposed to the holistic assessment of client's needs within the community.

5.3.6 To promote and maintain a safe environment for the student, make the student aware of policy guidelines such as The Lone Worker, Trust in Care, Safe guarding Vulnerable Adults.

5.3.7 To inform the university if a student should be absent for any reason from their community placement.

5.3.8 To ensure that their car insurance allows for the carriage of students while on placement.

5.3.9 Ensure that each student is made aware of the folder available within each health centre that contains pertinent information for the student.

5.4 The responsibilities of the Faculty Support:

5.4.1 To act as a resource for the BSc. Student.

5.4.2 To circulate this guideline prior to the student commencing their community placement.

5.4.3 To offer support to the relevant PHN with the student placement if and when the need arises.

5.5 The responsibilities of the BSc Student

- 5.5.1 To discharge his/her duties in a professional manner, during clinical placement in the community, to act at all times in the best interest of the patients/clients with whom s/he comes into contact, to ensure that client confidentiality is respected and adhered to, ensuring ethical principles are adhered to according to the Code of Professional Conduct(Bord Altranatais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland, 2014). It is important that clients are afforded the opportunity to decide if they will allow a student into their homes. Personal mobile phones are to be switched off while on duty.
- 5.5.2 To work in partnership with the preceptor PHN so as to maximise the learning potential of the clinical placement through reflection on and in practice and to seek clarification on any issue that may arise during the placement.
- 5.5.3 To seek clarification on any issue that may arise during placement, in doing so actively engage in the educational process.
- 5.5.4 To make known as soon as possible any difficulties he/she might experience while on placement and bring it to the attention of the relevant person.
- 5.5.5 If students are unable to attend clinical placement due to illness, they must inform the PHN with whom they are placed. She in turn will inform the university. The student must also adhere to the Policy for Reporting Absent From Supernumerary Clinical Placement For BSc Undergraduate General Nursing Students
- 5.5.6 To work a 35 hour week, Monday to Friday 09:30 to 17:20 with half hour lunch break. Attendance sheets must reflect 35 hr. week.
- 5.5.7 Students should not use their personal phones during work hours while on placement.
- 5.5.8 To contact the relevant PHN at least one week prior to placement.

Dress Code for BSc Nursing (General) students on PHN Placement

- Students are expected to present themselves appropriately attired and groomed.
- Student are required to wear appropriately professional attire therefore clothing must not be revealing or overtly casual.
- No visible underwear; miniskirts; belly tops; trailing trousers / tracksuit legs, denim jeans permitted.
- Clothing to allow for freedom of movement.
- Nails to be kept short and clean. Nail varnish or false nails are not permitted.
- Hair to be well groomed.
- With regard to jewellery: No body piercing. Rings should be flat or wedding band only.
- Shoes should be supportive and comfortable.
- Protective clothing i.e. aprons to be worn where identified as necessary.

6.0 Procedure/Guideline

6.1.1 Community Placement Learning Outcomes

- 6.1.1 Demonstrate professional behaviours as advised by Bord Altranais agus Cnáimhseachais na hÉireann and the University of Limerick's Code of Conduct
- 6.1.2 Utilise reflective and problem solving skills in decision making
- 6.1.3 In partnership with staff on the community placement identify and utilise individual learning opportunities available.
- 6.1.4 Demonstrate an awareness of relevant policies, protocols, procedures and guidelines.
- 6.1.5 Practice nursing in accordance with Bord Altranatais agus Cnáimhseachais na hÉireann (Nursing & Midwifery Board of Ireland) "Code of Professional Conduct" & "Guidance for Nursing Students" with due regard for patients' rights including issues of confidentiality and autonomy.
- 6.1.6 Develop knowledge, skills and attitude in accordance with the expected level of Competency attainment
- 6.1.7 Demonstrate relevant transferable learning
- 6.1.8 Understand the philosophy underpinning the service provided within the specific community placement
- 6.1.10 Demonstrate engagement within the community placement
- 6.1.11 Identify the role of the nurse in promoting health and wellbeing in the Community
- 6.1.12 Demonstrate awareness of strategies supporting community care

6.2 At the end of placement with the PHN students should:

- 6.2.1 Have an understanding of the complexity of caring for patients in their own home.
- 6.2.2 Be knowledgeable of the Primary, Community and Continuing Care (PCCC) programme.
- 6.2.3 Have an awareness of the other roles of PHN's within PCCC
- 6.2.4 Have an awareness of the roles of other health professionals in PCCC.
- 6.2.5 Be familiar with the services offered to children aged 0-5, and the school health service including the immunisation schedule for children.
- 6.2.6 Have experienced the nursing of older people in their own home and be aware of the services available.
- 6.2.7 Be familiar with the liaison process between hospitals and the community and have an understanding of the necessity of good hospital discharge processes.
- 6.2.8 Receive information on voluntary services operating in the area where the student is placed, e.g. meals on wheels, day centres, mother and toddler groups etc.
- 6.2.9 Be familiar with disability services in the community.

6.3 Learning Opportunities for PHN Placements

BSc Nursing (General) nursing students will receive, where possible, a variety of clinical placement experience within the community. Each student will be placed with a PHN who will endeavour to give each student as broad a range of experience as possible in community nursing. Learning opportunities may include but are not limited to the following.

BSc Nursing (General) nursing students will be provided with the opportunity to:

- 6.3.1 Appreciate the importance of the nurses role in core checks and screening drop in clinics, breastfeeding clinics
- 6.3.2 Use of the Personal Health Record (PHR)

- 6.3.3 Be involved in school screening nursing
- 6.3.4 Value the community nursing role in disability home care
- 6.3.5 Understand the PHN role in providing care for patients with specialist life limiting conditions or sick infants in the home
- 6.3.6 Appreciate the role of the PHN nurses in managing wounds within the home setting ie leg ulcer clinics etc. Understand wound care management in the community, referencing National wound care documentation
- 6.3.7 Appreciate the role of the PHN nurse in supporting the older people within the community setting
- 6.3.8 Understand the nursing role in the coordination of home care support, nutritional management, discharge planning, home care packages, use of CIT and the importance of discharge planning and case conferencing.
- 6.3.9 Be involved in care planning and record keeping

7.0 Implementation Plan

- 7.1 The guideline will be signed and dated by each of the three Directors of Public Health Nursing and the Faculty Support Facilitator of the HEI, following review.
- 7.2 An original of this guideline will be maintained by each of the three Directors of Public Health Nursing, by the Practice Development Coordinator and by the Faculty Support Facilitator from the HEI.
- 7.3 Once signed the guideline will be circulated by the Practice Development Coordinator to those specified by the Directors in their areas of responsibility.
- 7.4 Each nurse will be asked to sign that they have received a copy of the guideline.
- 7.5 Following adequate time given for the guideline to be reviewed, the nurses will then be asked to sign that they accept the guideline. At this time each nurse is responsible to identify their own training needs should they deem training necessary.
- 7.6 BSc students will be given a copy of the guideline by the allocations office staff prior to commencement of placement with the Public Health Nursing Service.
- 7.7 This Guideline must be filed in the guideline folder for the general guidelines and easy access to the guideline must be facilitated in all Health Centres.
- 7.7 Please note these are controlled and legal documents.
- 7.8 Should any questions arise please contact the DPHN/ ADPHN/ Faculty Support Facilitator.

8.0 Evaluation and Audit

Ensure all preceptors and students are aware of the guideline and facilitate the transition of Student to the community.

Practice Learning Sign Off- Sheet is completed on the first day of placement during initial interview and once again towards the end of the Student Placement during final interview. Appendix 1.

Effectiveness will be based on PHN and student feedback.

9.0 References

An Bord Altranais, (1985). The Nurses Act

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National Staff development Council (1999). On the job learning.

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University of Limerick Student Handbook

Appendix 1.

Practice Learning Sign-off Sheet

Student Name:

<i>Student Start Date :</i>	<i>Completion Date:</i>
<i>Public Health Nurse:</i>	<i>Public Health Centre:</i>

Initial Interview

- The student has been orientated to placement.
- The student and PHN have reviewed the Guideline on the Clinical Placement of BSc Nursing (General) students in the Community.

Signature of Student: _____

Signature of PHN: _____

Date: _____

Final Interview

- Feedback is provided by both the PHN and the student.

Comment (if required):

Signature of Student: _____

Signature of PHN: _____

Date: _____