

NURS1006: Professional Experience 2

Callaghan and Gosford
Semester 2 - 2023



OVERVIEW

Course Description

The course provides opportunities for students to consolidate theoretical knowledge, acquire skills and apply principles of care through case studies informed by the National Health Priority Areas. Within the simulated learning environment (SLE), skill acquisition and rehearsal take place using clinical reasoning with application to authentic simulated patient scenarios. Students will further consolidate the integration of theoretical knowledge and skills during a Professional Experience Placement of 80 hours. The primary focus of this Professional Experience is caring for older people across a range of health care settings and conducting health assessments.

Review of Progress Requirements

This course is a compulsory program requirement for students in the following program(s):

- Bachelor of Nursing

In addition to meeting the University's overall requirements for academic progression, students enrolled in these program(s) must satisfactorily complete this course in order to progress in their program.

Requisites

Students must be active in the Bachelor of Nursing [40298] program and have successfully completed NURS1003 and have successfully completed or be concurrently enrolled in NURS1005 to enrol in this course. Students who have previously successfully completed NURS1202 cannot enrol in this course.

Contact Hours

Laboratory*

Face to Face on Campus
24 hour(s) per Term Full Term
Simulation Experience

Lecture

Online
1 hour(s) per Week for Full Term starting Week 1

Placement *

Face to Face on Campus
80 hour(s) per Term Full Term

Self-Directed Learning

Self-Directed
6 hour(s) per Week for 12 Weeks starting Week 1

*** This contact type has a compulsory requirement.**

Unit Weighting Workload

10
Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10-unit course.

COURSE OUTLINE

www.newcastle.edu.au

CRICOS Provider 00109J

CONTACTS

Course Coordinator

Callaghan and Gosford

Elizabeth Bembridge

Email: e.bembridge@newcastle.edu.au

Phone: (02) 4348 4016

Consultation: Appointments are available via CANVAS calendar

NOTE: Responses to emails can be expected within 3 working days unless the tutor or course coordinator is off campus.

General course questions should be posted to Canvas where the answer may be of benefit to other students. Students are required to check their UON email account regularly and to use their student-mail accounts for all email correspondence with the University.

Teaching Staff

Other teaching staff will be advised on the course Canvas site.

School Office

School of Nursing and Midwifery

Richardson Wing

University of Newcastle

University Drive

CALLAGHAN NSW 2308

Central Coast Clinical School

77 Holden Street

GOSFORD NSW 2250

Manning Education Centre

69A High St,

Taree NSW 2430

(+61) 2 4921 6304

Web: <http://www.newcastle.edu.au/school/nursing-midwifery>

General Enquiries

AskUoN@newcastle.edu.au

(+61) 2 4921 5000

Program &

Enrolment Advice

ProgramAdvice@newcastle.edu.au

Student Support

For academic and personal support services for students, visit

<https://www.newcastle.edu.au/current-students/support>

SYLLABUS

Course Content

Thinking critically and analysing nursing practice

- Documentation including patient observations, report writing and patient assessments
- Practices sensitivity, confidentiality, and respect for individual and cultural diversity
- Self – Reflection and reflective practice utilising SPROUT

Engages in therapeutic and professional relationships

- Communication – development of therapeutic communication and interprofessional skills. Scenario based (informed by the R.L.T model of nursing and the clinical reasoning cycle)
- Communication with a patient experiencing altered cognition and emotions
- Reporting (ISBAR and handover)
- Practice establishment of therapeutic engagement

Maintaining capability for practice

- Development of peer review (giving and receiving feedback)
- Introduction to time management and prioritising care
- Provide education to simulated patients

Conducting comprehensive assessments

- Conducting introductory assessment utilising Roper Logan Tierney Model of Nursing across the lifespan – focus on the older person:
 - Assessment Framework –
 - Consolidation of Vital Signs assessment (respirations, pulse, temperature, blood pressure, oxygen saturation and pain).
 - Conducting primary and secondary assessment
 - Cognitive assessment
 - Person centred medication assessment
 - Nutrition – introduction to NG feeding; Blood Glucose monitoring
 - Elimination (urinalysis, continence assessment and management)
 - Personal care: related to management of a person at end of life and care after death
 - Mobilizing: a person with a mobility deficit.
 - Wound Assessment
 - Introduction to pain assessment

Developing a plan for nursing practice

- Develops a plan for person centred-care based on assessments conducted with the SLE, related to Activities of Daily living using the Roper Logan Tierney Model

Providing safe, appropriate and responsive quality nursing practice

- Scope of practice -Application of skills:
 - Aseptic technique
 - Assisting a person with a mobility deficit
 - Safe medication administration – Topical/eye/ear/ oral/ rectal
- Identification of situations that require timely direction and escalation of care
- NSW health policy relating to:
 - Infection control
 - Medication administration

**Course Learning
Outcomes**

On successful completion of this course, students will be able to:

1. Recognise how clinical reasoning informs the assessment, planning and implementation of care for individuals and/or groups.
2. Demonstrate evidence-based, comprehensive assessment and planning of care that is person-centred, in accordance with relevant policies and clinical practice guidelines.
3. Demonstrate an ability to communicate and engage effectively with individuals and teams during simulated learning and professional experiences.
4. Apply principles of quality and safety, quality use of medicines and caring in all aspects of nursing care.
5. Perform and document a range of nursing skills in the simulation and/or clinical environment applying evidence from a range of sources.
6. Undertake critical reflective practice activities, including receiving and providing constructive feedback, that promotes the development of life-long learning and self-care strategies.

Course Materials

Required Text:

Berman, A., Snyder, S., Levett-Jones, T., Burton, T. & Harvey, H. (2020). *Skills in Clinical Nursing (2nd Ed)*. Frenchs Forrest, NSW: Pearson Australia.

Berman, A., Frandsen, G., Snyder, S., Levett-Jones, T., Burston, A., Dwyer, T., Hales, M., Harvey, N., Langtree, T., Reid-Serl, K. & Stanley, D. (2021). *Kozier and Erb's Fundamentals of Nursing: Concepts, Process and Practice (5th Australian ed.)*. Pearson

Med+Safe (Medication Safety published by IntelliLearn accessed from <https://ilearn.kineoportal.com.au/>)

Instructions for accessing Med+Safe will be provided to you via CANVAS.

NURS1006 CANVAS information folders located in Modules - SLE folder

COMPULSORY REQUIREMENTS

In order to pass this course, each student must complete ALL of the following compulsory requirements:

Course Assessment Requirements:

- **Assessment 1 – Med+Safe Program:** Successful completion of the Med+Safe quiz is required. Students must pass this assessment item to pass the course. Pass requirement 100%
- **Assessment 2 – Clinical Skills portfolio:** Submission required. Students must pass this assessment item to pass the course. Must demonstrate 100% attendance and competency in all required professional skills.
- **Assessment 3 – Professional Experience:** Students must pass this assessment item to pass the course. Students must provide evidence of 100% attendance and performance in the Simulation Learning Environment, Clinical Placement and demonstrate competency in all required professional skills. Non-completion of this assessment requirement will result in a 'criterion fail' and a grade of 0 for the course.

***NOTE:** Students must retain hard copies of their clinical performance documentation as evidence of competence and produce these documents upon request. The due dates for these competencies are as per timetabled simulation learning sessions and professional experience placements.

To pass the course students must complete compulsory assessment, attendance and performance requirements. Failure to attain / complete any of these requirements will result in a 'component fail' for the course.

COMPULSORY ATTENDANCE REQUIREMENTS

Contact Hour Requirements:

SIMULATION LEARNING ENVIRONMENT

Simulation Learning Preparation and Attendance Requirement

100 percent attendance, preparation and satisfactory performance is required in Simulation Learning Sessions. These sessions are essential preparation for clinical practice and provide relevant clinical skills and knowledge. Students may be given the opportunity for make-up sessions(s) if an adverse circumstances application is submitted and approved by the Course Coordinator. Failure to attend 100 percent of Simulation Learning Sessions will result in cancellation of your professional experience placement and place you at risk of failure.

Students must complete the required Simulated Learning preparation prior to each scheduled Simulated Learning Experience

Absences from Simulation Learning Environment (SLE) sessions

Students who are absent from a **Simulation Learning session** are required to:

1. Notify the course coordinator either on the day or before the session.
2. **Within three days** of the absence complete an online Adverse Circumstances application via myHub and include the relevant supporting documentation. Please be aware that absence from SLE sessions due to misreading of the timetable, or holiday or work commitments or being asked to leave the SLE because of inappropriate uniform or behaviour are not grounds for adverse circumstances

NB: students are advised to read the UON Adverse Circumstance Policy and Procedure documents at the following link prior to submitting their application.

<http://www.newcastle.edu.au/current-students/learning/assessments-and-exams/adverse-circumstances>).

If an adverse circumstances application is approved, students will be notified by the course coordinator of the specific dates of make-up SLE. Students whose adverse circumstances are not approved should follow up with the course coordinator.

SLE Inherent Requirements

A range of skills, abilities and knowledge encompasses the inherent requirements (or essential elements) of this clinical course. Refer to <https://www.newcastle.edu.au/current-students/support/inherent-requirements> for further information. Students with a disability or chronic health condition which will impact or is likely to impact on their capacity to meet the requirements for simulation learning should undertake the following steps:

1. **Prior to week 3 of semester:** Check all the requirements of the course and consider the effects of any medical condition or disability on your ability to complete course requirements. Please see <http://www.newcastle.edu.au/service/disability/> for more information.
2. Following this, students with a disability or chronic health condition who think that they will require reasonable adjustments to undertake their simulation learning should **register with the AccessAbility Support Service before semester or very early in the semester.**
3. Then, **immediately** contact the course coordinator to inform them if you have a Reasonable Adjustment Plan (RAP) so that the process of negotiation for reasonable adjustments (Placement Plan) can take place.

Note: Reasonable adjustments do not remove or replace inherent requirements, rather, they assist students to achieve them. Therefore, in order for adjustments to be made students **must** formally disclose their disability prior to SLE and consent to the release of necessary information to relevant staff for the purposes of making adjustments (see: UON policy Supporting students with disability <https://policies.newcastle.edu.au/document/view-current.php?id=27&version=2>)

CLINICAL PLACEMENT INFORMATION

Professional Experience Attendance Requirement

Students must complete 80 hours of professional experience placement and provide evidence of attendance. **The professional experience placement period allocated on your timetable is subject to change based on availability.**

If any professional experience placement hours are missed students **must submit an adverse circumstances application**. If approved by the Course Coordinator make-up placement time will be allocated.

COMPULSORY PRE-PLACEMENT REQUIREMENT

NSW Health Verification Requirements - Students must complete NSW Ministry of Health requirements for attendance to placements in NSW Health facilities.

Failure to complete mandatory NSW Health verification 4 weeks prior to your timetabled Professional Experience Placement will result in the:

- **Non allocation of a professional experience placement for this course**
- **Cancellation of any allocated professional experience placement for this course**

The failure to complete mandatory NSW Health verification that results non-allocation or in cancellation of placement, will result in a 'component fail' and a grade of 0 for the course.

<http://www.newcastle.edu.au/about-uon/governance-and-leadership/faculties-and-schools/faculty-of-health-and-medicine/resources/for-students/student-placement-information>

Professional experience placement venues/locations

Our extensive clinical network means our students will undertake their professional experience placements in a **variety of urban, rural, and regional settings across NSW**. As well as venues in Newcastle, the Central Coast and Port Macquarie, our footprint includes venues across regional and remote centres in the Hunter and far north, south, and west of NSW including:

- Northern NSW e.g., Tweed Heads, Grafton, Lismore
- Hunter New England e.g., Armidale, Tamworth, Moree
- Western NSW e.g., Walgett, Bourke, Dubbo, Cobar
- Far West e.g., Broken Hill, Balranald
- Central West e.g., Bathurst, Orange, Cowra

Students need to be prepared for the likelihood they will be allocated to placements in these locations.

IMPORTANT – ADDITIONAL PLACEMENT DOCUMENTATION.

Please be aware following your placement allocation you need to carefully check SONIA "Placement" information and check your emails daily as you may be required to provide additional documentation.

This includes but is not limited to:

- Risk assessments
- NDIS screening
- Working with Children Checks.

Timelines for submission will be attached to this documentation and if not supplied within the timeframe, you will run the risk of having your placement terminated and receiving a component fail for the course.

This is a placement course covered by;

- The 2023 Professional Experience Handbook for Students. Refer to the Professional Experience Handbook which sits within the BN Canvas site.
- The Student Professional Experience Policy. Refer [here](#) for information on the University Policy

ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Medication Calculation/Numeracy	Monday 4 th September 2300 hours (AEST)	Individual	Pass Requirement	4, 5
2	Clinical Skills Portfolio	See Table 1 for due dates for Clinical Attendance and Performance	Individual	Satisfactory/Unsatisfactory	2, 4
3	Professional Experience	See Table 2 for due dates for Clinical Attendance and Performance	Individual	Satisfactory/Unsatisfactory	1, 2, 3, 4, 5, 6

Table 1: Clinical Skills Portfolio:

Clinical Skills should be submitted to CANVAS by students by the **Monday** of each week Professional Experience Placement. The **final due date** for the submission of all ANSATs and Timesheets is below

BLOCK 1	BLOCK 2	BLOCK 3	BLOCK 4
Monday 25 th September 2300 hours (AEST)	Monday 9 th October 2300 hours (AEDT)	Monday 23 rd October 2300 hours (AEDT)	Monday 6 th November 2300 hours (AEDT)

Table 2: Professional Experience Due dates for ANSATs and Timesheets:

ANSATs and Timesheets should be submitted to SONIA by students by the **Monday** of each week Professional Experience Placement. The **final due date** for the submission of all ANSATs and Timesheets is below

BLOCK 1	BLOCK 2	BLOCK 3	BLOCK 4
Monday 25 th September 2300 hours (AEST)	Monday 9 th October 2300 hours (AEDT)	Monday 23 rd October 2300 hours (AEDT)	Monday 6 th November 2300 hours (AEDT)

Late Submissions

The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

Note: No more than 10% of any assessment item may consist of material directly quoted from another source.

Assistance with academic literacies is available at the following hyperlinks:

1. APA 7th Referencing: <http://libguides.newcastle.edu.au/referencing>
2. Academic Learning Support: <https://www.newcastle.edu.au/current-students/learning/study-skills>

Assessment 1 - Medication Calculation/Numeracy

Assessment Type	Quiz
Description	You will be required to complete a Med+Safe Medication Rights assessment (Custom Assessment #1). You will have unlimited attempts to achieve 100% in the quiz. The assessment must be completed between 17 th July and 4 th September of 2023.
Weighting	This is a mandatory assessment – students must pass this assessment item to pass the course. The inability to pass this assessment will result in the cancellation of professional experience placement and place you at risk of failure.
Compulsory Requirement	Pass requirement 100%
Due Date	Monday 4 th September 2300 hours (AEST)
Submission Method	Via Med+Safe
Assessment Criteria	You must receive 100% in the Med+Safe calculation assessment. This assessment has unlimited attempts until you receive 100%.
Return Method	N/A
Feedback Provided	N/A
Reattempt	This assessment has unlimited attempts until you receive 100% A re-attempt will be considered in line with the Adverse Circumstances Policy

Assessment 2 - Clinical Skills Portfolio

Assessment Type	Portfolio
Description	<p>This assessment provides evidence of student preparation, engagement, 100% attendance and satisfactory performance in simulation learning. Students are required to undertake the following assessments during your Simulated Learning Experience and Professional Experience Placement. This provides a measure of students' progress towards achieving the level of competence required to function safely and effectively as a registered nurse. Students must demonstrate competence in the following core skills: —</p> <p>Assessed in the Simulated Learning Environment:</p> <ul style="list-style-type: none">• Medication administration - oral medication pg. 300 (SLE)• Aseptic technique – simple wound dressing pg. 238 (SLE) <p>Assessed in the Professional Experience Placement environment*:</p> <ul style="list-style-type: none">• Personal hygiene – assisting with showering pg. 192 (professional experience placement)• Personal hygiene – assisting a person with oral care pg. 193 (professional experience placement)• Assisting with mobilisation pg. 90 and/or using a lifter device pg. 94 (professional experience placement)• Blood pressure, Temperature, pulse and respiration measurement (BP pg. 156, TPR pg. 155 and pulse oximetry pg. 157) – (professional experience placement) <p><i>*A Registered Nurse may conduct an assessment/reassessment of any skill commensurate with your scope of practice during your professional experience placement to assure your competence and patient safety.</i></p> <p>The skills sheets for the assessments are in the Required Text: Berman, A, Snyder, S., Levett-Jones, T., Burton, T., & Harvey, N. (2021). Skills in Clinical Nursing (2nd Ed.). Frenchs Forrest, Australia: Pearson.</p>
Weighting	This assessment is graded as satisfactory/unsatisfactory. Students must pass demonstrate satisfactory completion in this assessment item to pass the course. The inability to pass this assessment will place you at risk of failure.

Compulsory Requirements	Must demonstrate 100% attendance and competency in all required professional skills
Due Date	See Table 1 Via
Submission Method	Canvas
Assessment Criteria	Appendix 1 - On completion of the skills students are to have the Skills Summary sheet signed by the assessor and once all skills are completed the student is to upload the Skills Summary sheet to Canvas. Please retain a copy of all original skills assessment sheets for your portfolio, for presentation to course coordinator if requested
Return Method	N/A
Feedback Provided	During your Simulated Learning Experience (SLE) and Professional Experience Placement

Assessment 3 - Professional Experience

Assessment Type Description

Performance

This assessment provides evidence of student engagement, 100% attendance and satisfactory performance in Professional Experience Placements. It is a measure of student progress towards achieving the level of competence required to function safely and effectively as a registered nurse. It has three (3) components:

1. **Clinical venue orientation and scope of practice document**
2. **ANSAT – clinical performance**
3. **Timesheet reporting completed clinical hours**

1. Clinical venue orientation and Scope of Practice

Students are required to complete an orientation checklist during the first day of each new professional experience placement block. **This document specifies that students must always work within their scope of practice.**

Note: The Orientation Checklist and first year student Scope of Practice documents are available in the Canvas >Clinical Information site>preparation for professional experience placement. Once completed, orientation documents should be retained by students and be produced upon request.

2. ANSAT (Australian Nursing Standards Assessment Tool):

An ANSAT form is to be submitted for each week of professional experience placement. Performance ratings are on a numeric scale from 1 - 5, where the higher number indicates a higher standard of performance, or N/A for Not Assessed. Please read the detailed explanatory notes which are provided for the ANSAT.

The ANSAT form is completed/submitted to the FORM TAB in SONIA for each week of the placement. The completion and submission of these documents is the responsibility of the student.

Final Grading of Clinical Performance:

The final grading of performance is the responsibility of the Course Coordinator. This decision will be based on all the information received concerning the student's performance.

ANSAT scores of 1 and/or 2

ANSAT scores of 1 or 2 in any area should be viewed by students and clinical facilitator/mentors as an opportunity to develop further targeted learning strategies for improvement. Students who receive scores of 1 or 2 may be referred to the Course Coordinator and will collaborate with their facilitator or mentor to develop a **professional development plan** to address areas needing improvement.

If scores of 1 or 2 are received in the first week of placement (formative), they will be referred to the Course Coordinator and students will **develop a professional development plan** in collaboration with facilitator or mentor and Course Coordinator to address areas needing improvement and students will receive an email notification that they are at risk of failure if there is no improvement in practice/behaviours.

Scores of 1 or 2 received for the final week (summative) of a **placement block** will place students at risk of a component fail for the course (i.e., zero mark for the course).

Termination of Placement

The **University or clinical facility** may terminate a professional experience placement at any time if a student:

- Demonstrates a lack of clinical knowledge and /or behaviours that compromise patient safety and/or unprofessional behaviour.

- does not remediate their progress following feedback.
- poses an unacceptable risk to a facility, its clients, staff, public, other students, or themselves.
- has been found to breach the student conduct rule.

Termination of placement will result in a component fail for the course and no make-up placement will be provided.

3. Professional Experience Hours reported on Timesheet

Students must complete **80 professional experience placement hours** and are not permitted to arrive late or leave early from professional experience placements venues. All absences from placement must be accounted for and approved by the Course Coordinator. Professional Experience hours are documented on time sheets, which students must upload to SONIA – via the FORM tab upon completion of each placement block.

Students who are **absent** from **professional experience placement** are **required** to:

1. Notify the venue via the Clinical Facilitator and/or Nursing Unit Manager immediately
2. Notify the Course Co-Ordinator by phone or email or the SONM Clinical Unit on nursing-clinical-query@newcastle.edu.au
3. **Within three days** of the absence, complete an online Adverse Circumstances application via myHub and supply the relevant supporting documentation according to UON adverse circumstances Policy and Procedure linked below: <http://www.newcastle.edu.au/current-students/learning/assessments-and-exams/adverse-circumstances>).

If an Adverse Circumstances application is approved, a make-up placement will be allocated. Students will be notified by the clinical unit of the specific dates of make-up placement. Students whose Adverse Circumstances are not approved should follow up with the Course Co-Ordinator.

Weighting

This is a summative assessment that is graded as satisfactory/unsatisfactory. Pass requirement – students must demonstrate satisfactory performance of this assessment item to pass the course.

Compulsory Requirements

Satisfy all placement criteria – Must complete 100% attendance of clinical hours and demonstrate competency in all required professional skills.

Due Date

See Table 1

Submission Method

1. **Clinical venue orientation and scope of practice document – retained by student**
2. **ANSAT** – Most students will have **electronic ANSATs** completed by their facilitator. Ensure these are completed and you have sighted them.

For students using **hardcopies**, these are to be uploaded to SONIA FORMS by the **Monday** of the week following the completion of professional experience placement. **See information below on uploading forms.**

3. Timesheets –

Electronic timesheet completed on SONIA FORMS each day.

Hard copies to be uploaded to SONIA FORMS by the **Monday** of the week following the completion of each week of professional experience placement “block”.

Students are responsible for ensuring that all professional experience performance documents **are correctly and completely filled out and signed contemporaneously**, ie. before their placement period is concluded. Names and signatures must be clear and legible. Professional experience facilitators/mentors cannot complete professional experience documentation retrospectively.

NB: Grade finalisation is dependent on submitted, **signed and correctly filled out:**

Core summary documentation

ANSAT forms

Timesheets with the **hours recorded in SONIA are at least 80 hrs.**

It is essential that students retain original hard copies of clinical skills attainment and be able to produce these when requested.

Assessment Criteria	Weekly ANSATs, orientation checklist, clinical time sheets, signed Students must demonstrate satisfactory clinical performance as identified in the ANSATs. An inability to demonstrate satisfactory clinical performance comprises a component fail for the course
Return Method	Via SONIA
Feedback Provided	From clinical facilitators/ mentors and course coordinator
Opportunity to reattempt	Students WILL NOT be given the opportunity to reattempt this assessment.

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Grade	Description
Ungraded Pass (UP)	There are no marks associated with this result and you have met the level requirements to pass the course.
Fail (FF)	Failure to satisfactorily achieve assessment objectives or compulsory course requirements. A fail grade may also be awarded following disciplinary action.

Attendance

Attendance/participation will be recorded in the following components:

- Professional experience placement: (Method of recording: ANSAT and Time sheets which are correctly completed and signed)
- Simulation Learning: (Method of recording: Signed attendance Sheets)

Placement Requirements

This is a placement course covered by the Student Professional Experience Policy. Refer to <https://policies.newcastle.edu.au/document/view-current.php?id=30&version=2> for further information.

Withdrawal from Placement Course

You can withdraw from a course without financial penalty on or before the census date **Friday 11th August 2023**. If you withdraw after this date, it is considered you have been enrolled in the course and will be liable for HECS-HELP payment or degree fee. For further information see University Key dates.

Students who receive an **unsatisfactory grade for the professional experience placement component** of this course cannot withdraw and will receive an CF grade for the course.

Leave of Absence

You are required to consult the Program Convenor or Program Officer prior to requesting a Leave of Absence if you have an outstanding professional experience placement for a course. Be aware that you are not able to go on professional experience placement while on Leave of Absence and therefore your leave may not be approved.

Communication Methods

Communication methods used in this course include:

- CANVAS Course Site: Students will receive communications via the posting of content or announcements on the CANVAS course site.
- Email: Students will receive communications via their student email account.
- ZOOM Face to Face: Communication will be provided via ZOOM face to face meetings
-

Course Evaluation

Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement. Changes made to the course from previous student feedback include updated digital resource material and interactive content.

Oral Interviews

As part of the evaluation process of any assessment item in this course an oral examination may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the [Oral Examination Guidelines](#). In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the [Student Conduct Rule](#).

Academic Misconduct

All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students at the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to <https://policies.newcastle.edu.au/document/view-current.php?id=35>.

**Adverse
Circumstances**

The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:

1. the assessment item is a major assessment item; or
2. the assessment item is a minor assessment item, and the Course Co-Ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;
3. you are requesting a change of placement; or
4. the course has a compulsory attendance requirement.

Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at:

<https://policies.newcastle.edu.au/document/view-current.php?id=236>

**Important Policy
Information**

The 'HELP for Students' tab in UoNline contains important information that all students should be familiar with, including various systems, policies, and procedures.

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified, and an amended course outline will be provided in the same manner as the original.

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To be filled out and signed by a Registered Nurse - clinical facilitator/mentors and student. Uploaded by students to CANVAS immediately upon completion of ALL skills

OR

by first Monday after the completion of the 2 weeks of placement. If you do not complete all assessments below you need to notify the Course Coordinator immediately. Original signed clinical skills documents are to be retained by students to be produced on request should this be required.

PLEASE PRINT CLEARLY. ILLEGIBLE SUBMISSIONS WILL NOT BE ACCEPTED.

Please complete ALL sections of this form before submitting to CANVAS Assessment.

STUDENT'S NAME: _____ STUDENT NUMBER: _____

CLINICAL BLOCK (circle): 1 / 2 / 3 / 4

CAMPUS (circle): CALLAGHAN / GOSFORD

Skill	Page Location of Checklist*	Venue	Date	Facilitator/ Mentor name Please print	Facilitator/ Mentor name Please sign	Student's Signature
Medication administration - oral medication		SLE				
Aseptic technique – simple wound dressing		SLE				
Personal hygiene –assisting with showering		PEP				
Personal hygiene – assisting a person with oral care		PEP				
Assisting with mobilisation and/or using a lifter device		PEP				
Blood pressure, Temperature, pulse and respiration measurement and pulse oximetry		PEP				

* Berman, A., Snyder, S., Levett-Jones, T., Burton, T. & Harvey, H. (2020). *Skills in Clinical Nursing* (2ND Ed). Frenchs Forrest, NSW: Pearson Australia