

# Learning Environment



Ward 8D

Learner Booklet

## Welcome

We would like to warmly welcome you to Lancashire Teaching Hospitals NHS Foundation Trust (LTHTR).

We have created this pack as a useful resource to help you to settle in with us. The purpose of this booklet is to provide you with information to help you on your learning environment.

## About LTHTR

### We have three equally important strategic aims:

- To provide outstanding and sustainable healthcare to our local communities
- To offer a range of high-quality specialist services to patients in Lancashire and South Cumbria
- To drive health innovation through world class education, training and research

We provide a range of Hospital based health services for adults and children and cover a range of specialities. These include cancer services such as radiotherapy, drug therapies and surgery, disablement services such as artificial limbs and wheelchair provision. Other specialities include vascular, major trauma, renal, neurosurgery and neurology including brain surgery and nervous system diseases.

### Our five core values:

- Being caring and compassionate
- Recognising individuality
- Seeking to involve
- Building team spirit
- Taking personal responsibility



We deliver care and treatment from three main facilities:

- Royal Preston Hospital
- Chorley and South Ribble Hospital
- Specialist Mobility and Rehabilitation Centre, Preston

In relation to car parking, please refer to your Induction to the Trust, for information regarding car parking. Additional information can be found on our Intranet page.

<https://legacy-intranet.lthtr.nhs.uk/car-parking-documents>



## Learning Environment

We would like to welcome you to your learning environment.

We hope that you enjoy your placement with us and have a positive learning experience. If you have any concerns or need any advice, please don't hesitate to let us know. This booklet has been designed for student nurses to let you know what to expect whilst you are on placement and to give you an insight as to what we expect from you. This pack also includes information that we think may be useful for you during this placement.

- Shift Times
- Early Shift : 07:00-15:00
- Day Shift- 07:00-17:30  
Long Day: 07:00-19:30
- Please discuss with your assessor what preference you have for shifts.

*You will be allocated 1 x 30 minute break*

### Sickness

If you are not well enough to attend placement, you need to make the nurse in charge aware. Please ensure that this is done before shift commencement and you inform Daycase on your return from sickness. You can contact the nurse in charge by calling hospital switchboard on **01772 716565** and ask for the paediatric co-ordinator on bleep **2218** or you can call Daycase during hours on **01772 524913**

Remember to also inform university regarding your sickness as well as emailing [learner.absences@lthtr.nhs.uk](mailto:learner.absences@lthtr.nhs.uk)

### Uniform Policy

You must adhere to the uniform policy from both the trust and university, which includes:

- hair tied up
- bare below the elbows
- 1 pair of plain earring studs
- clean student nurse uniform
- black shoes

### What do we expect from you?

It is important to both yourselves and to us that you make the most out of this learning opportunity. We will help you develop your knowledge and confidence, but you should have a **willingness to learn** as well. We always expect you to act **professionally**, adhere to the **uniform policy** and be **punctual**. We also expect you to behave in a professional manor and have a **positive attitude**.

The Nursing and Midwifery Council (2018) set the standards that you as a student are expected to meet, so becoming familiar with the NMC Code will help to clarify what is expected of you. Failing to adhere to the code may affect your progression on the course. Therefore, it is important that you understand this and demonstrate this within your practice as a student nurse.

### What can you expect from us?

You will receive a local induction into day case and will be oriented around the ward. This will allow you to familiarise yourself with the ward environment, be introduced to your practice assessor, supervisor and other staff who you will be working alongside.

We will discuss your learning needs and objectives in your initial meeting. We will provide an environment to meet your individualised needs and establish spoke placements which will be beneficial in the development and understanding of your role and the patient journey.

As well as being allocated an assessor and a supervisor, we will provide extra support when your assessor and supervisors are not on duty. The nurses who you are working with will assess and shadow you throughout the clinical setting and provide you with feedback taking into consideration your individual learning objectives. You will be a valued member of day case and multidisciplinary team.

We will ask you to complete feedback at the end of your placement, this is beneficial so that we can ensure that future learners get the most out of their placement.

### Day case

Children attend Day case for a short stay planned surgery or procedure such as blood transfusions, allergy testing (both food and drug), interventions requiring sedation, patients requiring catheterisation and scan recovery. Day case is open Monday-Saturday. Day case also cover the diary Monday-Friday for patients that will be coming to the ward for things such as: Doctor reviews, bloods, IV antibiotics or cannulation.

Please be aware that we are currently working at Chorley District General Hospital on Rawcliffe ward (in the surgical hub) on a fortnightly basis (every other Thursday). We can complete up to 8 surgical day case lists on this day and see up to 40 children. Students are expected to complete their shifts here, if it falls on your off

duty, as it is a very good learning experience. If you do not drive, there is a shuttle bus from Royal Preston Hospital that you can catch to Chorley. Please discuss with your assessor if you have any queries about Thursdays.

#### Surgical groups on Paeds Day case

- ENT (Ears, Nose and Throat)
- Ophthalmology (Eyes)
- Plastic Surgery
- General Surgery
- Orthopaedics (Bones)
- Maxillofacial (Max Fax)
- Dental
- GU (Urology)

#### **A typical day on daycase includes:**

- **07:00-** Start your shift, check oxygen and suction is working at each bedside and that all beds are clean with fresh bedding.
- **07.30-** Patients will start to arrive. When patients arrive, introduce yourself, check the patient's weight on the scales and then show them to their allocated bedspace.  
Observations of the patients, we need to get an initial set of observations for the patients pre theatre, including blood pressure if you can. Also, apply amtop cream to hands (this is a medication and needs to be done under supervision).  
Complete admission paperwork with each patient. Including past medical history, theatre checklist, TSE, consent and ensuring that the patients have been consented for theatre.
- **08.00-** Surgeons and anaesthetists will start to attend the ward to see patients. They will go over previous history, check the consent is signed and possibly draw a mark on the patient to indicate where surgery will be performed.
- **Morning** - Patients will then get called to different theatres from 9am, a nurse or HCA can accompany the patient to theatre, alongside 1 parent/carer.
- **Return from theatre-** Each patient will need a minimum of 3 ½ hourly observations post theatre, including blood pressure. The patient will also have to have something to eat, drink and pass urine then they can go home. Remove the patients cannula. Discharge paperwork to be complete and

verbal/written advice as required. Some patients will require medications to go home with.

- **The process will then start again for the afternoon lists.**

**Patients that will be coming to daycase as ward attenders and are in the diary can arrive anytime from 0800-1800**

## Induction

The Local Induction process will take place throughout the first week of your placement.

This will comprise of:

- Trust and department orientation, including housekeeping information
- Location of emergency equipment
- IT access
- Reading & acknowledgement of Mandatory Trust policies such as Health & Safety, Fire Safety, Infection Control, Information Governance, Staff Code of Conduct, Social Networking and Dress Code policies.
- Adult Basic Life Support training if applicable
- Trust Moving & Handling Training if applicable
- COVID-related policies & procedure
- Orientation
- Professional voice: - freedom to speak up, datix, chain of command, open door policy
- An awareness of our Educational Governance Team- evaluation and importance of feedback
- Inter-professional Learning Sessions
- Practice Assessment Record and Evaluation (PARE) training, if applicable
- Collaborative Learning in Practice (CLiP™), if applicable
- How the role of Practice Development Facilitator can support you, where applicable



## What to bring on your first day

- Uniform: All other items in the dress code policy must be adhered to <https://legacy-intranet.lthtr.nhs.uk/search?term=uniform+policy>
- A smallish bag which would fit into a small locker.
- You may wish to bring a packed lunch and a drink on your first day.

## Inter-professional Learning Sessions and eLearning Resources

At our Trust, our Education Team facilitates a yearly programme of Inter-professional Learning (IPL) sessions. This programme consists of various teaching sessions, delivered by our Specialist Teams, to support and enhance our learners and trainees' learning experience with us.

Inter-professional learning is an important part of your development and allows you to build professional relationships and communication skills with the wider multi-disciplinary teams. Our IPL sessions are valuable in supporting you to stretch your knowledge and experiences to enhance your clinical practice. They also help bridge the gap between theory and practice, allowing you to hold a deeper understanding of the topics discussed. Our sessions are open for all learners and trainees on placement at our Trust to attend and these learning opportunities are an extension to your learning environment; therefore, these hours need to be recorded on your timesheets. We encourage our staff to facilitate enabling a learner/trainee to attend these sessions.



**Please note: You must inform your learning environment prior to attending a session.**

These IPL sessions need to be discussed in a timely manner with your learning environment.

You are required to complete a reflection on each of your IPL sessions, as well as documenting on your HEI documentation what you have learnt and how this relates to your current placement.

You can book onto our IPL Sessions by accessing this link <https://elearning.lthtr.nhs.uk/login/index.php> and searching for 'IPL'.

You can access our policies and procedures via our Intranet page, which will help expand and stretch your knowledge.

## Support with evidencing your learning outcomes or proficiencies

We encourage you to use the Trust learning logs to collate and evidence your skills, knowledge and abilities achieved. You can then present your completed learning logs to your Practice Assessor/Educator during your assessment meetings. Any staff member who is involved in coaching you can complete your learning log feedback.

You can request time during your placement hours to complete these and request feedback prior to the shift ending. To obtain a copy of our learning logs, please visit our Health Academy Webpage on the link below, where you will see a copy of our CLiP™ Learning Log available for you to download, on the right hand side - <https://healthacademy.lancsteachinghospitals.nhs.uk/support/clinical-placement-support/collaborative-learning-in-practice-clip/>

## Chain of Command

Keeping patients safe, providing the best care that we can and learning in an environment where you feel safe and valued is important to us. Speaking up about any concern you have on your learning environment is also important. In fact, it's vital because it will help us to keep improving our services for all patients.

There may be occasions where we witness, experience or are asked to do something that causes us concern. Often, these concerns can be easily resolved, but sometimes it can be difficult to know what to do.

Our Clinical Placement Support Team are available Monday – Friday, 8.00am – 4.00pm should you need to contact them in relation to any concerns regarding your learning environment. If your concern relates to patient safety and/or your concerns are outside of these hours, please follow the chain of command in your learning environment and speak with the person in charge.

Please visit our Freedom to Speak Up page on the Intranet for more details.



## We value your feedback

Our Trust values your feedback. To continuously improve, we offer opportunities for our learners and trainees to provide feedback regarding both your learner experience and your learning environment. We would encourage you to kindly complete your end of placement evaluation, within your clinical hours.

We will keep you updated with the improvements that we make based on the feedback you provide us with.

## Learning Environment Improvement Forum

Our Learning Environment Improvement Forum began in November 2021, with key stakeholders attending; Learners, Trainees, Clinical Staff, Education Leads and our Nursing Directorate. Monthly meetings are held to share new and innovative ideas as to how we can collaboratively enhance our learning environments, to support both learners, trainees and staff.

All attendees at the Learning Environment Improvement Forums contribute their suggestions and guidance on our projects. Collaboratively, exciting improvements are implemented to enhance our learning environments.

Innovative changes made by our Learning Environment Improvement Forum, within Academic Year 2021-2022;

- NEW Learner Boards designed and placed on our learning environments

- Learner booklets made available on our Health Academy webpage to prepare our learners and trainees for their clinical placements, as suggested by our learners and trainees
- PARE and CLiP™ training embedded into our Learner and Trainee Inductions
- Quick Reference Guide designed and created to welcome our learners and trainees to the Trust and prepare them for their clinical placements

We welcome any of our staff, learners and trainees at the Trust to attend our Learner Environment Improvement Forums, to contribute your ideas and suggestions for our new and innovative projects. You can join via the E-Learning Portal - <https://elearning.lthtr.nhs.uk> and going to Courses, then selecting the tab 'Inter Professional Learning', where you will see our forum listed.