

## **PRE-PLACEMENT INFORMATION**

**Dear Speech and Language Therapy Student,**

**Welcome! We hope you enjoy your placement with us.**

In this pack you will find information about this department and what to do before your placement starts. There is also some general information that you can refer to during your placement.

### **General Information**

Therapists all have a busy timetable and it is helpful if students have thought about their main objectives for the client group prior to placement. A brief outline of previous observation/experience helps us to support student's clinical development.

Your Practice Educator will do his/her best to enable you to have a successful placement. To help with this, it is vital that you are open and honest about your strengths and needs. If there are any issues in your personal life that may affect the success of the placement you should share these with your Practice Educator. This may involve health issues, carer responsibilities, learning and religious needs etc. Being open about these issues will not influence your CE's judgements on your skills, but will enable him/her to make adjustments within the placement to support you and maximise your success.

Throughout your placement please let your Practice Educator(s) know if you have any concerns about any aspect of the placement so that discussion can take place and adjustments made. If you feel unable to do this, you can raise your concerns with the student coordinator in the trust.

### **Placement Location**

Royal Preston Hospital, Sharoe Green Lane, Fulwood, Preston, PR2 9HT

**Main office:** First floor above Day Treatment Centre/Discharge lounge (18/19)

**Clinics:** Chest Clinic (13) and Brock (33).

NB: Numbers link to Royal Preston Hospital Site Map

There will also be clinics running offsite at Greater Lancashire Hospital, Wyder Court, Millennium City Park, Preston PR2 5BW

### **Summary of the service**

The Airways Team is a multidisciplinary tertiary service for patients with complex breathlessness. The Airways Team consists of Respiratory Consultants, 2 Speech & Language Therapists (SLT), Physiotherapy, Psychology, 2 Specialist Respiratory Nurses and Lung Physiologists.

The specialist service is involved in assessment, diagnosis and treatment of respiratory conditions including Asthma, COPD and Bronchiectasis.

The SLT predominantly will see patients with upper airways dysfunction. This is an umbrella term which encompasses chronic cough, inducible laryngeal obstruction, globus sensation and muscle tension dysphonia.

### **Opportunities during placement**

- Experience of working as part of a specialist MDT.
- Observing diagnostic laryngoscopy and bronchoscopy clinics

- Outpatient assessment and therapy
- Respiratory related dysphagia
- Observation of other professionals/clinics
- Attendance at local and regional MDT's
- Involvement in training and health promotion
- Improving knowledge and awareness of administration and caseload management
- Self-directed independent learning activities

### **Contacts**

#### **Hannah Lever**

Senior Specialist Respiratory Speech & Language Therapist  
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#### **Claire Slinger**

Consultant Speech & Language Therapist  
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### **Pre-reading suggestions**

- RCSLT Respiratory position paper
- RCSLT Speech & Language Endoscopy for voice disordered patients
- 'The Voice and its disorders' Lesley Mathieson (chapters 2 and 3)
- Self-directed review/research into Inducible laryngeal obstruction and chronic cough
- Dysphagia
  - Dysphagia screening tools
  - Working with dysphagia Manual

## **Departmental information**

### **Confidentiality and Respect**

Use only first names or initials (not names) in case studies or notes and omit any identifying information, such as addresses, telephone numbers etc.

Remember not to use names or detailed comments in discussion with your peers and colleagues in public places e.g. staff rooms, buses, pubs, etc. You never know if the person next to you is the client's grandparent, next-door neighbour, etc. When you do discuss clients, be respectful of them and their circumstances.

### **Sickness/absence**

Procedure will be confirmed at induction. If you are unwell on the first day of placement please contact on 01772 523237.

### **Procedure if Clinical Tutor is absent.**

The Independent Learning Activities provided by Manchester Universities are there to help you meet your learning objectives, and can be used effectively in the absence of your Therapist.

We will aim to arrange for you to be able to observe another member of the team.

### **Health and safety**

Departmental Policies and Procedures are available on our intranet. Should any accident or untoward incident occur to either you or one of your clients this should be reported immediately to your Practice Educator. You will be asked to complete an incident form. Fire Safety: Be aware of fire exits, alarm procedures and no smoking policies.

### **Complaints**

Any complaints or potential complaints – please inform your Clinical Educator immediately. You must write down details of the complaint in the case notes with advice from your Practice Educator.

### **Dress code**

Clothing should be smart but practical. The dress code may vary according to the client group and environment. General policy is to be bare below the elbows.

Denim jeans, short skirts, shorts, revealing clothes and hooped ear-rings for pierced ears are not appropriate. Visible body piercing should be limited to ears and/or a small nose stud.

- Jewellery on hands/wrists: single plain metal ring only
- Long hair should be tied back in clinic areas
- Avoid high heeled shoes and open-toed shoes/sandals should not be worn.
- Nails should be kept short and clean.

### **Security**

Please remember to keep all valuables, handbags in a safe place. If anything is stolen report it to your clinician immediately.

Some sites have door codes to gain entry, you will be provided with these which must be kept secure and returned at the end of your placement.

### **Start and finish times**

To be confirmed at induction. **On your first day please arrive at the main office for 9am.**

**Parking** Unfortunately there is no on-site parking. Road parking is available near the hospital site.