

# Learning Environment



Maternity Triage and  
Assessment Suite

# Learner Booklet

## Welcome

We would like to warmly welcome you to Lancashire Teaching Hospitals NHS Foundation Trust (LTHTR). Incorporated on the 1st of April 2005, LTHTR was the first trust in the county to be awarded “Teaching Hospitals” status.

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

*Hello and welcome!*

We would like to welcome you to your learning environment and give you some information prior to starting here with us in the Maternity Assessment Suite.

### **Orientation to the area**

Maternity Assessment Suite (MAS) is situated within the Sharoe Green Unit (Ground floor) at Royal Preston Hospital and is located near to the ultrasound department. MAS is responsible for triaging women from 16/40 gestation up until 4 weeks postnatal, with pregnancy related urgent concerns. We see around 800 women per month in triage and see a variety of different women with medical and obstetric complications. Women are able to self-refer to the triage service via telephone, and we also accept referrals from community midwives, antenatal clinic, GPs, ED and urgent care. The department consists of 2 clinical triage rooms, and 5 bed spaces all equipped with CTG monitors and appropriate equipment for triage. We have a waiting area for women and a water machine for both patients and staff, along with a staff kitchen.

In addition to the triage element of MAS, we also run a scheduled appointment service for those requiring additional monitoring. This includes BP profiles, additional fetal heart rate monitoring, iron infusions and various other appointment types. We see on average around 150 -200 women a month in addition to the unplanned service we run, so often each month we are seeing up to 1000 women. The area is a very fast paced and acute environment, staffed by core midwives who work closely with the wider MDT to provide safe and effective care to women and families. It is a great place to learn and there will be opportunity to gain experience in a variety of different elements of maternity care.

During the night time hours, we relocate the service from the ground floor and run MAS from the Maternity A ward, this is because only 1 midwife staffs the service at night and so cannot work alone on the ground floor. When you attend for your shift, report to maternity ward A where the MAS staff will be located prior to moving down to the ground floor following handover.

### **What to bring on your first day**

- Uniform
- ID badge
- Fob watch (useful to have)
- Lunch; we have a fridge in our staff kitchen you can use, please ensure a sticker with your name and date is placed on any items stored in the fridge otherwise its at risk of being disposed of. We have a canteen and shops in the unit should you wish to buy your lunch on the day.
- Drinks bottle – its very important to keep hydrated on shift, we have a water machine in the unit for both staff and patient use. There is also hot drinks facilities and milk you may use in the staff kitchen.

- Note pad and pen – you may find it useful to keep note of any important information/guidance to aid your learning journey throughout your time on placement.

### **Changing/Catering facilities**

We have a small number of lockers where you can store your personal items, but due to lack of space this is limited so please do not bring large bags! We have a microwave you are welcome to use, a geyser to make hot drinks and cutlery available which should be washed after use.

### **Sickness policy**

If you are unable to attend your shift due to sickness or for any other reason, its important you make us aware of this. You can do this by contacting the midwife on duty in MAS on 01772 524976 and university before your shift is due to commence. If you are absent without reason this will be noted and reported to the university.

### **Hours of work**

You will be notified of your shifts prior to starting placement and these are the shifts you may be rostered to work:

- Early** = 07.30 – 15.30 (30 minute break)  
**Late** = 12.30 – 20.30 (30 minute break)  
**Long Day** = 07.30 – 20.30 (2x 30 minute breaks)  
**Night** = 20.00 – 08.30 (2x 30 minute breaks)

Due to the nature of MAS, it is anticipated that you will only workday shifts and not night shifts in the area. The learning experience is much better during the daytime so we will try to ensure that you are not rostered on night shifts where possible.

### **Learning opportunities available**

MDT working	Scan reviews
AN checks	Reduced fetal movement checklists
Abdominal Palpation	IT skills (including use of badgernet)
Venepuncture	Safeguarding
CTG monitoring	Communication Skills
Fetal Heart Auscultation	Use of interpreter services
Vaginal Examination	Risk Management
Medicines management	Medical Device training
Observations	Infection Control
BP profile / PET screens	History taking
Obstetric cholestasis screens	Familiarisation with BSOTS triage system
Obstetric emergencies (shoulder dystocia, PPH, breech birth, cord prolapse, neonatal resuscitation)	Referral to other specialities

Daily equipment checks	Involvement in audits
Telephone triage exposure	SBAR handovers

### **Team structure**

An expected shift on MAS would consist of 2 midwives and 1 maternity support worker on a long shift, and 1 midwife on a twilight shift which is 1030-2230. We take part in a daily huddle at 09.15, which includes a member of staff within each area of maternity, to have an overview of staffing/activity within the service.

### **Contact telephone numbers**

**Maternity Assessment Suite**                      01772 524976 / 01772 524495

### **Sources of help and advice**

Should you encounter any problems during your time on placement you can access support from:

- Your mentor
- Triage lead midwife
- Student Clinical Link Midwife
- Any member of staff you have confidence in
- Human Resources
- Occupational Health
- Pastoral Care
- Information available on the intranet for Staff Support

### **Expectations/Professional Values**

Please familiarise yourself with the trusts uniform policy and infection control – these can be found on the intranet under ‘policies and guidelines’. <https://legacy-intranet.lthtr.nhs.uk/search?term=uniform+policy> We remind you that:

- Hand hygiene is essential
- Only simple studs should be worn if you wish to wear earrings
- No wrist watches/bracelets or necklaces to be worn
- No false nails/nail varnish
- Remember ‘*bare below the elbow*’- when entering a clinical space you should be bare below the elbow and jackets should not be worn unless outside of a clinical area and adheres to trust policy.

Regular audits are conducted within all departments to ensure professional standards are met and monitored. Whilst on clinical placement please remember your responsibilities in accordance with the NMC guidance on professional conduct for nursing and midwifery students. We look forward to welcoming you to our Maternity Assessment Suite and sharing our knowledge to the future workforce of maternity. Please feel free to ask lots of questions and we hope you enjoy your time working with us!

## 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



## 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.