

STUDENT ENROLLED NURSE PRECEPTOR LOGBOOK THREE WEEKS

NAME: ______
EDUCATION PROVIDER: _____

WARD: _____

DATES: _____



ANSAT – Australian Nursing Standards Assessment Tool for Enrolled Nurses

This tool guides preceptors in completing your clinical assessment tool accurately.

<u>Scale</u>	<u>Definition</u>	<u>Examples</u>
1	Expected behaviours and practices not performed : Continuous verbal &/or physical direction required' Not achieving minimum acceptable level of performance within scope; Demonstrates behaviours infrequently or rarely	 Unsatisfactory Unsafe Continuous verbal &/or physical direction required Not achieving minimum acceptable level of performance for the expected level of practice.
2	Expected behaviours and practices performed below the satisfactory standard . Frequently verbal &/or physical direction required; Demonstrate behaviours inconsistently; Needs guidance to be safe; requires close supervision	 Not yet satisfactory Demonstrates behaviours inconsistently Needs guidance to be safe Frequent verbal &/or physical direction required – as appropriate for year level
3 This is the passing standard	Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required; Demonstrates behaviours consistently to a satisfactory & safe standard; This is the passing standard.	 Demonstrates behaviours consistently to a satisfactory and safe standard Occasional supportive cues required - as appropriate for year level The student has met this standard regardless of their experience, place in the course or length of the placement.
4	Expected behaviours and practices performed at a proficient standard . Infrequent supportive cue required; comfortable & performs above the passing standard; Practises at a safe standard; Consistent, reliable and confident.	 The student is comfortable and performs - above the minimum passing standard Practice performed at a safe standard Infrequent supportive cues required The student's performance is consistent, reliable and confident.
5	Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required; well above the passing standard; Demonstrates greater independence on practice with a high safety priority; Exhibits a level of excellence / professionalism.	 Demonstrates most behaviours for the item well above minimum passing standard. Demonstrates greater independences in practice with safety a high priority Supportive cues rarely required Exhibits a level of excellence/sophistication with respect to an item.



Level of support	Description	Example
Supportive cues	When the supervisor provides support such as 'that's right' or 'keep going' or the learner is asking questions	Student states: "This is an S8 drug, we need to get that checked out of the cupboard by another nurse, don't we?"
Verbal cues	When the supervisor provides a verbal prompt to the learner	Supervisor states: "There is one more thing we need to check before giving this medication to the patient"
Physical cues	When the supervisor is required to demonstrate how to do a skill or task	Supervisor checks the ID band of the patient if the learner does not respond to the verbal cue

http://www.ansat.com.au/home/assessment-manual

PATIENT LOAD:

A student having a patient load means, that they are taking the **FULL CARE** of the patient under supervision. This includes performing all vital observations, hygiene, medications, mobility, discussion with treating teams and written notes.

It is important that when recording the number of patients, the student has cared for, that this is taken into consideration. For example; by the end of the 1st week of placement a student should be taking full care of at least 2 patients. This number of patients then increases each week.

ENROLLED NURSES STANDARDS FOR PRACTICE

- 1. Functions in accordance with the law, policies and procedures affecting EN practice
- 2. Practises nursing in a way that ensures the rights, confidentiality, dignity and respect of people are upheld.
- 3. Accepts accountability and responsibility for own actions.
- 4. Interprets information from a range of sources in order to contribute to planning appropriate care
- 5. Collaborates with the RN, the person receiving care and the healthcare team when developing plans of care
- 6. Provides skilled and timely care to people whilst promoting their independence and involvement in care decision–making
- 7. Communicates and uses documentation to inform and report care
- 8. Provides nursing care that is informed by research evidence
- 9. Practises within safety and quality improvement guidelines and standards
- 10. Engages in ongoing development of self as a professional

https://www.nursingmidwiferyboard.gov. au/Codes-Guidelines-Statements/Professional-standards/enrolled nurse-standards-for-practice. aspx. and a contract of the contract of

GIBBS' REFLECTIVE CYCLE:

Gibbs' Reflective Cycle was developed to give structure to learning from experiences and is perhaps one of the more commonly used reflective cycles for nurses. We encourage you to document your experience in your role as an undergraduate student nurse, and reflect on your feelings at this time as you start your transition in nursing.



practice.aspx



GOALS

Goals are to be written and sighted by CSN/Educator within 2 shifts of commencing your placement.

Use the following acronym to complete your goals:

- **S Specific** (simple, sensible, significant)
- M Measurable (meaningful, motivating)
- A Achievable (agreed, attainable)
- R Relevant (reasonable, realistic and resourced, resource based
- T Time bound (time-based, time limited, timely)

Overall goals – what would you like to get out of this placement										
	I									
1st half of placement goals	What are you going to do to meet these?									
2 nd half of placement goals	What are you going to do to meet these?									
Goals sighted and signed by CSN/Educator:	DATE:									



EXAMPLE: DAILY WRITTEN FEEDBACK

- Expected behaviours and practices not performed. Continuous verbal &for physical direction required.

 Expected behaviours and practices performed below the satisfactory/pass standard. Frequently verbal &for physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date: 01.01.2023	Preceptor: Jenny V		Pre	cepto	<u>or</u>			Stu	<u>dent</u>			
	No. of patient's student has primary	care of: 2	1	2	3	4	5	1	2	3	4	
procedures affectingResearch specific politic	cies and procedures • Works within se	cope			√					li	√	
 Seeks appropriate sup Standard 2: Practices r 	pervision • Delegation of coursing in a way that ensures the rigit											
	and respect of people are upheld s needs • Maintains privacy and cor				√					√		
Standard 3: Accepts ac	countability and responsibility for ov	n actions				√				√		
contribute to planning	information from a range of sources appropriate care notes, radiology, pathology, etc.	in order to		✓						√		
the healthcare team w Liaising and collabora	res with the RN, the person receiving hen developing plans of care tion with team • Advocates for patien			√						√		
Professional interactionStandard 6: Provides s	ns and boundaries killed and timely care to people whil	st										
	endence and involvement in care dec	ision-				√					V	
	cal and allied health needs • Utilises car	e plan										
Standard 7: Communic report care	cates and uses documentation to inf	orm and			√					√		
Communicates profesInforms preceptor of aEscalates all necessary	,											
evidence	nursing care that is informed by rese				√					√		
Research specific policeSeeks appropriate suppropriate	ervision • Works within some ervision • Adheres to Bes	,										
	within safety and quality improvements ords cies and procedures • Works within se	e nt cope			√					√		
Standard 10: Engages	in ongoing development of self as a				./					./		
 Regularly seeks feedbo Accountability for self	ack on performance and acts to improve and others • Self-directed le	arning			•					•		
Satisfactory		Unsatis	fact	ory								
Preceptor: what went	well	Student:	what	wen	t wel	!						
initiative, overcame ner	re, great self-directed learning, great ves and discussed plan for patient d systems-based assessment and	Today I m performed progress r collaborat performed	d thei notes, ively	r vita assis with	l sign sted w the m	s, blo /ith th nulti-c	od su neir h discip	gar le ygien linary	vels, v e and team	wrote I work n. I also	their ed	
Preceptors: areas for a scoring 1 or 2)	levelopment (must be completed if	Student: areas for development										
	tical thinking - relate your assessment dition and treatment.	Thy patient assessment to their presenting darmssion. Talso								С		
Build confidence - you radvocate for patients, u	need to overcome your nerves to safely se your preceptor to plan the have with the MDT team, be prepared	need to continue to review their prescribed medication and link this to their current admission and their past medical history.									J	



Day one

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:	Р	Preceptor Student									Preceptor				
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5				
procedulResearce	Functions in accordance with the law, policies and res affecting EN practice This specific policies and procedures															
Standard 2: Practises nursing in a way that ensures the rights, confidentiality, dignity and respect of people are upheld Advocates for patient's needs Maintains privacy and confidentiality Professional interactions and boundaries																
	Accepts accountability and responsibility for own actions : Interprets information from a range of sources in order to	,														
contribute	to planning appropriate care patient care notes, radiology, pathology, etc.															
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	rations for discharge • Advocates for patient's nee : Communicates and uses documentation to inform and	ds														
report care Commu Informs																
	8: Provides nursing care that is informed by research															
	ch specific policies and procedures by Propriate Supervision • Works within scope • Adheres to Best Practice															
guidelines • Researd	: Practises within safety and quality improvement and standards ch specific policies and procedures ppropriate supervision • Delegation of care															
Standard 10	0: Engages in ongoing development of self as a profession	al														
• Account	ly seeks feedback on performance and acts to improve rability for self and others • Self-directed learning															
Satisfac	tory Unsat	isfac	cto	ry												
	s: areas for development (must be completed if r 2) Studen					pmer	nt .									



Day two

- Expected behaviours and practices performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

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 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:		Pred	epto	<u>or</u>			Student						
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5		
	Functions in accordance with the law, policies and													
	res affecting EN practice th specific policies and procedures • Works within scope													
	ppropriate supervision • Delegation of care													
	Practises nursing in a way that ensures the rights, lity, dignity and respect of people are upheld													
 Advocat 	es for patient's needs • Maintains privacy and confider	ntiality												
Professional interactions and boundaries														
Standard 3:	Accepts accountability and responsibility for own a	ctions												
	: Interprets information from a range of sources in a	order to												
	to planning appropriate care patient care notes, radiology, pathology, etc.													
		! 41								1				
<u>Standard 5:</u> Collaborates with the RN, the person receiving care and the healthcare team when developing plans of care														
	and collaboration with team • Advocates for patient's neonal interactions and boundaries	eeds												
	: Provides skilled and timely care to people whilst pi	romoting												
	<u>:</u> Provides skilled and timely care to people willst pi endence and involvement in care decision–making	onioting												
Understanding of patient & condition Time management														
	ration of medical and allied health needs • Utilises care pla rations for discharge • Advocates for patie.													
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	nicates professionally with preceptor • Documentation													
	preceptor of all patient care tasks • Reviews and reases all necessary information	ssess												
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evidence	3: Provides nursing care that is informed by researc	n												
	ch specific policies and procedures • Works within scope													
• Seeks a	ppropriate supervision • Adheres to Best Pra	ctice												
	: Practises within safety and quality improvement													
	and standards th specific policies and procedures • Works within scope													
	ppropriate supervision • Delegation of care													
Standard 10	D: Engages in ongoing development of self as a prof	fessional												
	ly seeks feedback on performance and acts to improve													
	ability for self and others • Self-directed learning	Ü												
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Preceptor:	what went well	Student: w	hat v	vent	well									
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scoring 1 o	<u>r 2)</u>													
	1													
	1													
	1													
	1													



Day three

1.	Expected behaviours and practices not performed : Continuous verbal &/or physical direction required.
2.	Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.
3.	Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

Expected behaviours and practices performed at a **proficient standard**. Infrequent supportive cue required.

Expected behaviours and practices performed at a **proficient standard**. Infrequent supportive cue required.

Expected behaviours and practices performed at an **excellent standard**. Supportive cue rarely required.

Date:	Preceptor:		<u>Preceptor</u>									Student					
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5					
procedulResearce	EFUNCTIONS IN ACCORDANCE WITH THE LAW, POLICIES AND THE LAW, POLIC																
Standard 2: Practises nursing in a way that ensures the rights, confidentiality, dignity and respect of people are upheld Advocates for patient's needs Maintains privacy and confidentiality Professional interactions and boundaries		ntiality															
Standard 3	Accepts accountability and responsibility for own a	ctions															
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Standard 6 their indep • Underst • Conside	E. Provides skilled and timely care to people whilst piecedence and involvement in care decision-making anding of patient & condition • Time management of medical and allied health needs • Utilises care play rations for discharge • Advocates for patie.	nent In															
Standard 7	: Communicates and uses documentation to inform																
• Informs	nicates professionally with preceptor • Documentation preceptor of all patient care tasks • Reviews and reases all necessary information	sess															
Standard 8	8: Provides nursing care that is informed by researc	h															
• Researd	ch specific policies and procedures ppropriate supervision • Works within scope • Adheres to Best Pra	ctice															
guidelines	 Practises within safety and quality improvement and standards by specific policies and procedures Works within scope 																
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• Regular	 D: Engages in ongoing development of self as a profely seeks feedback on performance and acts to improve tability for self and others Self-directed learning 																
Satisfac	tory 🔲	Unsatis	fact	ory													
Preceptor:	what went well	Student: v	what	wen	t wel	I											
Preceptors scoring 1 o		Student: o	areas	s for c	devel	opme	<u>ent</u>										
		Student: o	areas	s for c	devel	opme	ent										



Day four

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

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 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:	Pre	Preceptor Student								
	No. of patient's student has primary care of:	1	2	3	4	5	1	2	3	4	5
procedu	Functions in accordance with the law, policies and res affecting EN practice										
	ch specific policies and procedures ppropriate supervision • Works within scope • Delegation of care										
confidentio	: Practises nursing in a way that ensures the rights, ulity, dignity and respect of people are upheld tes for patient's needs • Maintains privacy and confidentiality										
	onal interactions and boundaries										
Standard 3	Accepts accountability and responsibility for own actions										
contribute	: Interprets information from a range of sources in order to to planning appropriate care										
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	rations for discharge • Advocates for patient's need	s									
Standard 7 report care	: Communicates and uses documentation to inform and										
• Informs	nicates professionally with preceptor preceptor of all patient care tasks Reviews and reassess all necessary information										
Standard evidence	8: Provides nursing care that is informed by research										
	ch specific policies and procedures ppropriate supervision Works within scope Adheres to Best Practice										
Standard 9	: Practises within safety and quality improvement and standards										
	ch specific policies and procedures ppropriate supervision • Works within scope • Delegation of care										
	0: Engages in ongoing development of self as a profession	11									
_	ly seeks feedback on performance and acts to improve tability for self and others • Self-directed learning										
Satisfac	tory 🗌 Unsati	sfact	ory								
Preceptors	what went well Student.	what	went	well							
Preceptors scoring 1 o	s: areas for development (must be completed if student) r 2)	areas	for d	<u>evelo</u>	pmei	<u>nt</u>					



Day five

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:	Pre	<u>Preceptor</u> Student								
	No. of patient's student has primary care of:	1	2	3	4	5	1	2	3	4	5
procedu	Functions in accordance with the law, policies and res affecting EN practice										
	ch specific policies and procedures ppropriate supervision • Works within scope • Delegation of care										
confidentio	Standard 2: Practises nursing in a way that ensures the rights, confidentiality, dignity and respect of people are upheld • Advocates for patient's needs • Maintains privacy and confidentiality										
	onal interactions and boundaries										
Standard 3	Accepts accountability and responsibility for own actions										
contribute	: Interprets information from a range of sources in order to to planning appropriate care			i.	ı						
	patient care notes, radiology, pathology, etc.										
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• Conside	rations for discharge • Advocates for patient's need	ls									
Standard 7 report care	: Communicates and uses documentation to inform and										
• Informs	nicates professionally with preceptor preceptor of all patient care tasks Reviews and reassess all necessary information										
Standard evidence	8: Provides nursing care that is informed by research										
	ch specific policies and procedures ppropriate supervision • Works within scope • Adheres to Best Practice										
Standard 9	: Practises within safety and quality improvement and standards										
	ch specific policies and procedures ppropriate supervision works within scope Delegation of care										
	D: Engages in ongoing development of self as a profession	1									
• Regular	ly seeks feedback on performance and acts to improve rability for self and others • Self-directed learning										
Satisfac	tory 🔲 Unsati	sfact	ory								
Procentor	what went well Student	what	wont	woll							
Preceptors scoring 1 o	s: areas for development (must be completed if r 2)	areas	for d	evelo	pmer	nt					



Day six

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:		Preceptor Student									
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5
procedulResearce	EFunctions in accordance with the law, policies and res affecting EN practice This pecific policies and procedures Works within sco	pe										
Standard 2	ppropriate supervision • Delegation of car : Practises nursing in a way that ensures the right ality, dignity and respect of people are upheld											
 Advocat 	es for patient's needs • Maintains privacy and confi onal interactions and boundaries	dentiality										
Standard 3	Accepts accountability and responsibility for own	actions										
contribute	 Interprets information from a range of sources in to planning appropriate care patient care notes, radiology, pathology, etc. 	n order to										
healthcare • Liaising	 Collaborates with the RN, the person receiving c team when developing plans of care and collaboration with team Advocates for patient's 											
	onal interactions and boundaries :: Provides skilled and timely care to people whilst	promotina										
their indepUnderstConside	endence and involvement in care decision-making anding of patient & condition • Time manag ration of medical and allied health needs • Utilises care, rations for discharge • Advocates for pa	eement plan										
Standard 7	: Communicates and uses documentation to infor											
CommuInforms	report care Communicates professionally with preceptor Informs preceptor of all patient care tasks Escalates all necessary information report care Documentation Reviews and reassess											
	8: Provides nursing care that is informed by resea	ırch										
	ch specific policies and procedures ppropriate supervision Works within sco Adheres to Best F	,										
guidelines • Researd	E. Practises within safety and quality improvement and standards ch specific policies and procedures ppropriate supervision Works within sco Delegation of car	pe										
Standard 1	0: Engages in ongoing development of self as a p											
_	ly seeks feedback on performance and acts to improve cability for self and others • Self-directed lear	ning										
Satisfac	tory 🗆	Unsatisf	acto	ry								
Preceptor:	what went well	Student: w	/hat v	vent	<u>well</u>							
Preceptors scoring 1 o	s: areas for development (must be completed if r 2)	Student: a	reas i	for de	evelo	omer	<u>it</u>					



Day seven

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:		Preceptor Student									
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5
procedulResearce	EFunctions in accordance with the law, policies ares affecting EN practice This procedures • Works within sco	ppe										
Standard 2	ppropriate supervision • Delegation of call: Practises nursing in a way that ensures the right ality, dignity and respect of people are upheld	:s,										
	es for patient's needs • Maintains privacy and confi onal interactions and boundaries	dentiality										
Standard 3	Accepts accountability and responsibility for own	actions										
contribute	Interprets information from a range of sources in to planning appropriate care patient care notes, radiology, pathology, etc.	n order to										
healthcare • Liaising	: Collaborates with the RN, the person receiving c team when developing plans of care and collaboration with team • Advocates for patient's											
Standard 6 their indep Underst	interactions and boundaries Provides skilled and timely care to people whilst endence and involvement in care decision-making anding of patient & condition Time managration of medical and allied health needs Utilises care	g gement plan										
Standard 7	rations for discharge • Advocates for policy Communicates and uses documentation to infole e											
report care Communicates professionally with preceptor Informs preceptor of all patient care tasks Escalates all necessary information report care Documentation Reviews and reassess												
Standard a	8: Provides nursing care that is informed by resec	arch										
 Research 	ch specific policies and procedures ppropriate supervision Works within sca	,										
Standard 9 guidelines • Researd	Practises within safety and quality improvement and standards Works within scale properties and procedures Propriate supervision Delegation of cales.	n t ope										
Standard 1	0: Engages in ongoing development of self as a p											
_	ly seeks feedback on performance and acts to improve cability for self and others • Self-directed lear	rning										
Satisfac	tory 🗆	Unsatisf	acto	ry								
Preceptor:	what went well	Student: w	vhat v	vent	well							
Bussentsu	s: areas for development (must be completed if	Student: a		el.								
scoring 1 o		student: d	reus i	or a	evelo	omer	<u>1C</u>					



Day eight

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

 Expected behaviours and practices performed at a satisfactory/pass standard. Occasional supportive cues required.

 Expected behaviours and practices performed at a proficient standard. Infrequent supportive cue required.

 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:		Preceptor Student												
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5			
procedulResearce	Functions in accordance with the law, policies and res affecting EN practice ch specific policies and procedures ppropriate supervision Works within scope Delegation of care														
confidenticAdvocatProfession	Practises nursing in a way that ensures the rights, ality, dignity and respect of people are upheld respondent's needs Maintains privacy and confidence on a interactions and boundaries														
Standard 3	Accepts accountability and responsibility for own a	ctions													
contribute	i: Interprets information from a range of sources in a to planning appropriate care patient care notes, radiology, pathology, etc.	order to													
healthcare Liaising Professi Standard 6 their indep	Collaborates with the RN, the person receiving care team when developing plans of care and collaboration with team • Advocates for patient's neonal interactions and boundaries Provides skilled and timely care to people whilst predict of patient 10 care decision-making endence and involvement in care decision-making	eeds romoting													
 Conside 	anding of patient & condition • Time managem ration of medical and allied health needs • Utilises care pla	an													
t	rations for discharge • Advocates for patie Communicates and uses documentation to inform														
• Informs	enicates professionally with preceptor Documentation preceptor of all patient care tasks Reviews and reases all necessary information	ssess													
Standard a	8: Provides nursing care that is informed by researc	h													
• Researc	ch specific policies and procedures ppropriate supervision Works within scope Adheres to Best Pra														
Standard 9 guidelines • Researd	E. Practises within safety and quality improvement and standards Ch specific policies and procedures Oppropriate supervision Adheres to best Practices to Best Practices Works within scope oppropriate supervision Delegation of care														
	0: Engages in ongoing development of self as a prof	fessional													
	ly seeks feedback on performance and acts to improve cability for self and others • Self-directed learnin	ng													
Satisfac	tory 🗆 U	Jnsatisf	acto	ry											
		Student: w													
Preceptors scoring 1 o		Student: a	reas i	for de	evelo	<u>omer</u>	<u>nt</u>								



Day nine

- Expected behaviours and practices not performed. Continuous verbal &/or physical direction required.

 Expected behaviours and practices performed below the satisfactory standard. Frequently verbal &/or physical direction required.

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 Expected behaviours and practices performed at an excellent standard. Supportive cue rarely required.

Date:	Preceptor:		Preceptor Student									
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5
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Day ten

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Date:	Preceptor:		Preceptor Student									
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Day eleven

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Date:	Preceptor:		<u>Preceptor</u> <u>Student</u>												
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Day twelve

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Day thirteen

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Date:	Preceptor:		Preceptor Student												
	No. of patient's student has primary care of:		1	2	3	4	5	1	2	3	4	5			
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Day fourteen

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FUNCTIONS IN ACCORDANCE WITH THE LAW, POLICIES AND PROCEDURES AFFECTING ENROLLED NURSES (EN) PRACTICE

- Demonstrates knowledge and understanding of the implications of the NMBA EN standards and complies with practices according to relevant legislation and local policy, codes and guidelines
- · Follows policies and procedure of the facility/organisation
- · Gain consent from person in their care
- Arrives fit to work
- · Arrives punctually and leaves at agreed time
- Call's appropriate personnel to report intended absence
- · Wears an identification badge and identifies self
- · Introduces self to others; Observes uniform / dress code
- Maintains appropriate professional boundaries with person in their care
- Fulfils duty of care within EN scope of practice to ensure safe outcomes
- · Refrains from undertaking activities outside scope of practice
- Identifies and take's appropriate action to minimise risk of harm in consultation with team members
- Identifies and clarifies EN responsibilities for aspects of delegated care in collaboration with Registered Nurse (RN).
- Recognises own limitations in practice and competence and seeks guidance from the RN
- Recognises and reports practices which may breach legislation, policies, and procedures

PRACTISES NURSING TO ENSURE RIGHTS, CONFIDENTIALITY, DIGNITY AND RESPECT IS UPHELD

- Practices culturally safe care for Aboriginal and Torres Strait Islander people and other cultures
- Understands and respects individual and cultural diversity
- Demonstrates understanding and practises sensitively
- Involves appropriate persons to ensure cultural / spiritual needs are met
- Demonstrates respect for others regardless of values and beliefs and accommodates needs as required
- · Accepts and supports person's beliefs in delivering nursing care
- Acknowledges and accommodates wherever possible, preferences of people receiving nursing care
- Forms therapeutic relationships with people receiving care and others recognising professional boundaries

- Recognises personal situation has potential to impact care provision
- Considers specific circumstances when explaining nursing care to others
- Ensure privacy, dianity and confidentiality when providing care. Also, ensures provision of care equitably.
- Refrains from providing information to others not involved in care provision
- Maintains person confidentiality
- · Ensures personal information stored appropriately
- · Respectfully gains consent to provide care
- . Maintains dignity and privacy of person when delivering care
- Clarifies with RN and healthcare team when interventions are unclear or inappropriate
- Reports incidents of unethical behaviour immediately
- Advocates for the person when dealing with interdisciplinary health care teams

3. ACCEPTS ACCOUNTABILITY AN RESPONSIBILITY FOR OWN ACTIONS

- Practices within the EN scope of practice relevant to competence, legislation, education, and experience
- · Clarifies own role and responsibilities with supervising RN
- Adheres to local policies, procedures, codes and guidelines relating to EN scope of practice
- Demonstrates responsibility and accountability for nursing care provided
- · Recognises own level of competence
- Recognises the differences in accountability and responsibility between RN, EN and unregulated care workers
- Promotes the safety of self and others in all aspects of nursing practice
- · Documents clearly and accurately
- Accepts and responds to feedback
- Recognises RN as the person responsible to assist EN decisionmaking and provision of care
- Reports findings and outcomes of delegated actions to RN
- Collaborates with RN to ensure delegated responsibilities are within own scope of practice

- · Recognises the role of the RN in delegation of cares
- · Accepts and works within own scope of practice
- . Informs healthcare team of scope of practice

4. INTERPRETS INFORMATION FROM A RANGE OF SOURCES TO CONTRIBUTES TO PLANNING OF CARE

- Uses range of skills including technology that accurately collects, interprets, utilises, monitors and reports information.
- Collects information from person, family, healthcare team and medical records
- Uses health care technology appropriately according to workplace guidelines.
- · Monitors interventions and reports person's response to RN
- Reports findings and delegated actions to RN within a timely manner
- · Documents assessment findings appropriately
- Collaborates with RN to develop, monitor and maintain plan of care
- Provides suggestions for plan of care within scope of practice
- · Provides appropriate care and monitors and reports the outcomes

5. COLLABORATES WITH RN, THE PERSON RECEIVING CARE AND THE HEALTHCARE TEAM

- Develops and promotes positive professional relationships with members of the team
- Introduces self to others
- . Clarifies orders for nursing care with the RN when unclear
- · Uses strategies to promote effective communication
- Engages in patient centred education to promote informed decision making
- Listens to and considers the individual person's decisions when providing care
- Manages and prioritises workload in accordance with plan of care and person receiving care
- Prioritises and attends to delegated tasks
- Monitors delegated care and reports to RN in a timely manner
- Escalates if delegated care exceeds scope of practice or confidence
- Contributes to and collaborates with multidisciplinary health care team meetings and case conferences to plan care
- Offers ideas to contribute in the development of plans of care
- · Works collaboratively and respectfully

6. PROVIDES SKILLED AND TIMELY CARE WHILST PROMOTING INDEPENDENCE AND INVOLVMENT

- Provides care to people who are unable to meet own physical and / or mental health needs
- · Advocates for personal needs and preferences
- Encourages individual to be involved in own care and decision making
- · Respects individual social, spiritual and cultural differences
- Assists people in making compliments and complaints
- . Ensures a safe environment for the person in care
- Responds appropriately to clinical deterioration in a timely manner
- Participates with RN to evaluate person's progress toward expected outcomes and seeks appropriate assistance as required
- Demonstrates accurate data collection skills
- Provide accurate reporting to RN when outcomes deviate from expected outcome
- . Ensures clear, accurate and timely documentation
- Collaborates with the RN to ensure appropriate discharge planning
- Exercises time management and workload prioritisation as per level of education and training
- Liaises with healthcare team to ensure care is provided in a timely manner
- · Completes delegated tasks in a timely manner
- Recognises own limitations in delivery of patient care and informs RN in a timely manner
- Ensures delegated tasks are prioritised in accordance to patient needs
- Demonstrates currency and competency in the safe use of healthcare technology
- · Adheres to local policy and procedures
- Attends appropriate education and training

COMMUNICATES AND USES DOCUMENTATION TO INFORM AND REPORT CARE

- Uses a variety of communication methods to report on, and handover, patient cores and status to RN and healthcare team.
- · Explains nursing cares to relevant individuals
- Prepares and delivers written and verbal reports such as clinical handover
- Uses suitable language and avoids jargon
- Uses appropriate tools and strategies to provide care for culturally and linguistically diverse clients
- Collects data, reviews and documents accurately and clearly to enable informed decision making by the multidisciplinary team
- Ensures information is documented accurately, in a legible and timely manner
- Appropriate use of local approved forms and/or tools to document
- Interprets available documentation to guide patient care
- Follows local policy and procedure regarding accurate documentation
- Uses appropriate medical terminology and abbreviations

8. PROVIDES NURSING CARE THAT IS INFORMED BY RESEARCH EVIDENCE

- Seeks assistance and additional knowledge and information when presented with unfamiliar situations
- Refers to RN to guide decision-making
- Consults with the healthcare team and utilises appropriate resources to improve current practice
- Incorporates evidence for best practice as quided by RN and healthcare team
- Adhere to local policy and procedures when providing delegated care
- Attends relevant education and training
- Seeks guidance to apply best practice
- Demonstrates problem solving and analytical skills to plan provide and evaluate care
- · Responds effectively to identify care needs

9.PRACTICES WITHIN SAFETY AND QUALITY IMPROVEMENT GUIDELINES AND STANDARDS

- Contributes and consults in analysing risk and implementing strategies to minimise risk
- Participates in quality improvement programs and accreditation standards activities.
- · Prioritises and responds appropriately to safety concerns
- · Gathers data to contribute to risk assessments and reports to RN
- Reports and documents unsafe care safety breaches and hazards as according to legislative requirements and institutional policies and procedures
- Monitors and escalates person in care's safety during health care delivery
- Appropriately reports and records deviations to expected care and outcomes
- Demonstrates willingness to participate in quality improvement programs and accreditation standards relevant to accreditation.
- · Actively participates in audits and quality activities

10. ENGAGES INONGOING DEVELOPMENT OF SELF AS A PROFESSIONAL

- Participates in ongoing professional development of self and others
- Uses EN standards for practice to assess and reflect on own redistributed performance
- Identifies learning needs through critical reflection and consideration of evidence-based practice in consultation with the RN and the multidisciplinary healthcare team
- · Participates in relevant education and training
- Maintains requirements for registration
- Seeks support and guidance
- · Actively participates in performance appraisal
- · Shares knowledge with colleagues
- · Participates in feedback process
- · Promotes a positive professional image
- . Shows motivation and applies self to continue learning
- · Keeps written record of professional development activities



NOTES



THANK YOU FOR COMPLETING YOU PLACEMENT AT MILDURA BASE PUBLIC HOSPITAL

Please show this to your Nurse Educator or Clinical Support Nurse at the middle and end of your clinical placement. You can then keep this booklet for your records.

We hope you enjoyed your placement with us.

Please complete the following feedback survey.

