**EPAD Placement Evaluation checklist Stage 1**

**Student Name**

|  |  |
| --- | --- |
|  | **Hours** |
| **Total (Hub and Spoke)** |  |
| **Absences** |  |
|  | |
|  | **Shifts worked (Yes / No)** |
| **Weekend** |  |
| **Nights** |  |

**EPAD Placement Evaluation checklist Stage 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | **Student check** | **Academic check** |
|  | | **🗸** | **🗸** |
| **ePad checklist** | | | |
| **• Completed checklist is uploaded by the student to the evaluation rosette in the final interview section.** | |  |  |
| **ePad forms Stage 1** | | | |
| **S1, P1: Details of Placement** | | |  |
| * All sections are completed | |  |  |
| * NMC mentor and Associate mentors indicated (Please note: any mentor signing anything off must be listed in this section) | |  |  |
| * Date of mentor qualification / last mentor update | |  |  |
| * Date triennial review completed | |  |  |
| **S1, P1: Orientation** | | |  |
| * Hub placement – all assessor fields must be complete by your NMC mentor | |  |  |
| * Student to complete other relevant sections (e.g. any certificates or orientation sheets) | |  |  |
| **S1, P1: Initial meeting** | | |  |
| * Development plan is completed by your NMC mentor | |  |  |
| * All assessor fields must be completed by your NMC mentor | |  |  |
| **S1, P1: Intermediate progress** | | |  |
| * Student must complete Self-evaluation of Progress | |  |  |
| * All assessor fields must be completed by your NMC mentor | |  |  |
| * Mentor Assessment of Student Progress must be completed by your NMC mentor | |  |  |
| * Professional Behaviours in Practice: All 16 points to be assessed by your NMC mentor. | |  |  |
| * Your NMC mentor should tick all the relevant boxes where you have provided evidence | |  |  |
| * Development plan and learning objectives (e.g. testimonies, medications, still to be achieved standards, etc.) checked and the plan completed and dated by NMC mentor | |  |  |
| **S1, P1: Final progress meeting** | | |  |
| * Student must complete Self-evaluation of Progress | |  |  |
| * All assessor fields must be completed by your NMC mentor | |  |  |
| * Mentor Assessment of Student Progression must be completed by your NMC mentor | |  |  |
| * Professional Behaviours in Practice: All 16 points to be assessed by your NMC mentor. Please note: All must be assessed as being satisfactory/not satisfactory | |  |  |
| * Your NMC mentor should tick all the relevant boxes where you have provided evidence | |  |  |
| * NMC Mentor to confirm weekend/nights worked | |  |  |
| * Evaluation of Placement (Hub) – online placement evaluation certificate submitted. (Contact liaison Lecturer if you cannot find online placement evaluation form in PARE) | |  |  |
| * NMC mentor to select PASS/FAIL for the placement. | |  |  |
| **Attendance records** | | | |
| S1, Placements 1: | | |  |
| * Complete all sections of the attendance form for each week | |  |  |
| * Shifts worked withNMC mentor indicated (\*) and meeting minimum 40% requirement | |  |  |
| * NMC mentor to confirm hours worked each week in the ‘assessor field’ box | |  |  |
| * Clearly label each attendance file with HUB or Spoke placement and date (start of week). Submit in chronological order (Please indicate the shifts – not the hours - you were absent so that is can be cross checked with the absence record) | |  |  |
| **Absence record** | | | |
| * Complete all sections of the absence form for each week,ensuring that absence hours are recorded. | |  |  |
| * NMC mentor to confirm the total number of hours absent in the ‘assessor field’ box | |  |  |
| **Spoke Placements** | | | |
| **S1, P1: Spoke details** | | |  |
| * All sections are completed | |  |  |
| * NMC mentor, Registered Nurse or Supervisor indicated (Please note: any mentor signing anything off must be listed in this section) | |  |  |
| * Date of mentor qualification / last mentor update (as appropriate) | |  |  |
| * Date triennial review completed (as appropriate) | |  |  |
| **S1, P1: Spoke Orientation Page** | | |  |
| * Spoke orientation can be completed in one of two ways: | |  |  |
| NMC mentor: all assessor fields must be complete by your NMC mentor | |  |  |
| Registered nurse who is not and NMC mentor or a supervisor from a different profession/discipline: a Word version of the Orientation should be linked to the rosette | |  |  |
| * Student to complete other relevant sections (e.g. any certificates or orientation sheets) | |  |  |
| **S1, P1: Spoke record of experience / complementary** | | |  |
| * Student must complete the aims and objectives for the Spoke/ Complementary experience. | |  |  |
| * Student must complete a “reflection on the Spoke experience” and reflect on your learning that has been achieved in relation to the aims and objectives you set at the start | |  |  |
| NMC mentor: all assessor fields must be complete by your NMC mentor | |  |  |
| Registered nurse who is not and NMC mentor or a supervisor from a different profession/discipline: a Word version of the Spoke Record of Experience form should be linked to the rosette | |  |  |
| * Placement evaluation (Spoke) - online placement evaluation certificate submitted. (contact liaison Lecturer if you cannot find online placement evaluation form in PARE) | |  |  |
| **S1 Practice standards (stage 1)** | | | |
| Care and compassion | |  |  |
| * The NMC mentor to complete all Assessor Fields for each standard   (please note any recorded as not achieved will result in a placement fail)  • Please use Table 1: STAGE 1 standards to ensure that all standards have been met | |  |  |
| * Student to attach any evidence as appropriate | |  |  |
| Organisational aspects of care | |  |  |
| * The NMC mentor to complete all Assessor Fields for each standard   (please note any recorded as not achieved will result in a placement fail) | |  |  |
| * Student to attach any evidence as appropriate | |  |  |
| Infection prevention and control | |  |  |
| * The NMC mentor to complete all Assessor Fields for each standard   (please note any recorded as not achieved will result in a placement fail) | |  |  |
| * Student to attach any evidence as appropriate | |  |  |
| Nutrition and fluid management | |  |  |
| * The NMC mentor to complete all Assessor Fields for each standard   (please note any recorded as not achieved will result in a placement fail) | |  |  |
| * Student to attach any evidence as appropriate | |  |  |

Table 1: **STAGE 1** standards

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Care compassion and communication | | | | | | |  | Organisational aspects of care | | | | | | | |  |  |  |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 |  | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |  |  |  |
| a |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| b |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| c |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| d |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| e |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Infection prevention and control | | |  | Nutrition & fluid management | | | | | |  | Medicines | | |  | Medicine standards | | |  |
|  | 16 | 17 |  |  | 18 |  |  |  |  |  |  | 1 | 4 |  |  |  | 1 |  |  |
| a |  |  |  |  |  |  |  |  |  |  |  | 2 | 5 |  |  |  |  |  |  |
| b |  |  |  |  |  |  |  |  |  |  |  | 3 |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
|  | **Student check** | **Academic check** |
|  | **🗸** | **🗸** |
| **Medication** | | |
| **Medications Stage 1** | |  |
| * Student to complete all sections of the Medication 1-5 |  |  |
| * Each Assessor Field for Medication 1-5 must be completed by the NMC mentor |  |  |
| * All 5 Medication section must be completed by the student and the NMC mentor by the end of stage 1 (please note that any section that is incomplete will result in a placement fail) |  |  |
| **S1: Medicines Standard stage 1** | |  |
| * The NMC mentor to complete all Assessor Fields for each standard   (please note any recorded as not achieved will result in a placement fail) |  |  |
| * Student to attach any evidence as appropriate |  |  |
| **Skills Log** | | |
| Students need to achieve at least 35% of all the skills |  |  |
| Care, compassion and communication | |  |
| * The NMC mentor to complete all Assessor Fields for each skill |  |  |
| * Student to attach any evidence as appropriate |  |  |
| Organisational aspects of care | |  |
| * The NMC mentor to complete all Assessor Fields for each skill |  |  |
| * Student to attach any evidence as appropriate |  |  |
| Applying Infection control and prevention | |  |
| * The NMC mentor to complete all Assessor Fields for each skill |  |  |
| * Student to attach any evidence as appropriate |  |  |
| Nutrition and fluid management | |  |
| * The NMC mentor to complete all Assessor Fields for each skill |  |  |
| * Student to attach any evidence as appropriate |  |  |
| **Testimonies** | | |
| * Three testimonies to be uploaded as evidence into Testimonies for Stage |  |  |
| **Checklist** | | |
| * Completed checklist is uploaded as evidence on the evaluation rosette on the final interview section |  |  |