

Livewell Southwest

Work Experience Guidance

Version No. 3

Review: December 2027

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Notice to staff using a paper copy of this guidance.

The policies and procedures page of the Livewell Southwest Sharepoint holds the most recent version of this document and staff must ensure that they are using the most recent guidance.

Author: Workforce Retention and Attraction Advisor and Assistant Director of Workforce

Asset Number: 913

Reader Information

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Author	Workforce Retention and Attraction Advisor and Assistant Director of Workforce.
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Document review history

Version No.	Type of change	Date	Originator of change	Description of change
1	New Protocol	March 2016	Pathways to Employment Manager	New Protocol
1.1	Extended	July 2018	Head of HR & Staff Wellbeing	Extended
1.2	Extended	February 2020	Head of HR & Staff Wellbeing	Extended
1.3	Extended	January 2021	HR Admin	Extended
1.4	Extended	September 2021	Associate Director of HR & Engagement	Extended
2	Reviewed	April 2022	Workforce Department	Minor amendments, ratified.
3	Full Review	April 2025	Workforce Retention and Attraction Advisor and Assistant Director of Workforce	Full review

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Work Experience Guidance

1. Introduction

- 1.1 For anyone who is thinking about a career in one of the health and social care professions, work experience offers the chance to see what the job is really like. The starting point is to increase awareness about how many different roles there are. Work experience is one way in which we can do this.
- 1.2 It may confirm their career choice, or open their eyes to other options that they had not considered. A record of work experience will be an advantage when they come to apply for jobs or higher education courses. Because of what they already know, it also means they are less likely to drop out of the course they enter. For people who have no particular career in mind, work experience in a health and social care environment offers the opportunity to choose from a wide variety of jobs, across the whole range of interest and academic ability. It will teach them about teamwork, and help to develop a range of skills linked to their own personal development. They will have the chance to develop key functional skills within the context of work-based learning.
- 1.3 Individuals on work placements will be supervised at all times. That is, they will be working alongside an allocated supervisor for the duration of their placement and will not be allocated work independently.
- 1.4 Individuals over the age of 16 can undertake work experience placements, in accordance with the Visitor's Declaration guidance.

2. Purpose

The purpose of this protocol is to ensure that the organisation deals with requests for work experience in a way that is consistent and fair, whilst ensuring that the appropriate documents have been completed.

3. Duties and Responsibilities

- 3.1 The **Chief Executive** is ultimately responsible for the content of all policies, implementation and review.
- 3.2 **Director of People and Professionalism** – Responsible for ensuring that this guidance is reviewed and updated.
- 3.3 **Assistant Directors and Directorate Managers** – Responsible for the implementing and monitoring of this guidance within their respective area.

3.4 Team Leaders (Managers) – Responsible for following the process described in this guidance to ensure that placement opportunities are identified when requested by the Workforce Retention and Attraction Team / Advisor. They will ensure that the appropriate paperwork is completed for each work experience request including Risk Assessments. They should ensure that all work experience placements are supervised at all times.

3.5 The Workforce Retention and Attraction Advisor (WRAA)– Is the first point of contact for all work experience requests and is responsible for coordinating, monitoring and reporting on all work experience undertaken within Livewell Southwest. They will also be the point of contact between Livewell Southwest and Education Business Partnership – South West (EBP SW). They will consult with the Recruitment Manager in cases where necessary.

3.6 The Placement Supervisor – Is responsible for supervising the individual for the duration of the placement and for ensuring that learning objectives are met, as far as possible. They should ensure that the risk assessment and placement description undertaken by the manager is adhered to at all times. At the end of the placement, they should arrange for the completion of the Student Evaluation and the Supervisors Report to be returned to the Workforce Retention and Attraction Advisor.

4. Pathway 1 Year 12 Annual Work Experience Week (Year 10 as an exception)

4.1 Requests for work experience via Workforce Retention and Attraction Advisor

4.1.1 Respond to requests from local schools and colleges, detailing the types of placements offered by Livewell Southwest.

4.2 The process, on an annual basis (usually January - June), is as follows: -

4.2.1 WRAA will ask managers to provide an opportunity within their area for a Year 10/12 work experience placement of one week in duration. This information will be collated by the Workforce Retention and Attraction Advisor.

The WRAA will also write out to schools outlining the work experience taster weeks on offer for this year –Health and Social Care Week

4.2.2 All requests from the school individuals will be signposted to the Workforce Retention and Attraction Advisor. Individuals will apply for placements via their school to the central Livewell Southwest Work Experience mailbox. Including a short statement about why they would like to be considered.

4.2.3 The Workforce Retention and Attraction Advisor will forward the applications to the manager if appropriate, to select their preferred applicant, for the placement opportunity. They will have the option to meet the applicant if they wish.

- 4.2.4 The school send the relevant paperwork for the placement to Livewell Southwest for completion. This will usually be a Unifrog form asking for details of Employers Liability insurance (which is available on the Livewell Southwest Intranet).
- 4.2.5 For individual placements the Workforce Retention and Attraction Advisor will ensure that the supervising manager completes a Risk Assessment and has a copy of Livewell Southwest's Visitor's Declaration form or Work Experience Pack to complete on the individuals first day.

5. Pathway 2

5.1 Other requests for work experience (Visitor's Declaration)

- 5.1.1 People request to undertake work experience placements independently, whilst still at school or college or where they are not attached to a school or educational establishment.
- 5.1.2 The request for a placement may come from other sources throughout the year. In these circumstances, the process is as follows:
- a. The person will be signposted to the Work Experience webpage [Work Experience | Livewell Southwest](#) which gives information about when they can apply for a placement.
 - b. The WRAA will contact a suitable manager to see if the request can be facilitated.
 - c. If a manager agrees that they can accommodate an individual on the dates requested, they will be sent the relevant paperwork to complete. This will include the risk assessment and placement description.
 - d. When the risk form has been completed by the organisation representative, the individual (under 18's) will be sent a copy of this, which will be reviewed and signed by a parent or guardian before returning to the Workforce Retention and Attraction Advisor. All individuals will receive confirmation and a 'Placement Information Pack' – outlining the placement, location and who they should report to on day 1.
 - f. The manager will be copied into the confirmation letter and will be sent a Visitor's Declaration document to be completed when placement is confirmed.
 - g. Evaluation reports by individuals and placement supervisor form an important part of the work experience programme. Following the placement, the individual is required to complete an 'Evaluation form' and the placement supervisor is required to complete a

'Supervisors' report'. Both of these documents can be found in the 'Work Experience Pack' and should be returned to The Workforce Retention and Attraction Advisor.

Please note: Any other requests which do not meet the Visitor's Declaration criteria will be dealt with on an individual basis and should be referred to HR who, in consultation with the Recruitment Manager, will decide which process might be applicable.

6. Other Requests

Other 'ad hoc' requests from individuals which fall outside of the above framework, will only be accepted where a Livewell Southwest Manager has already agreed to offer a placement.

7. Work Experience Placement Guidance – see Appendices

7.1 The person accepting someone for a work experience placement will be responsible for ensuring the individual (and their parent/guardian if under 18) are adequately warned about the risks to them within a clinical environment and are aware of the potential hazards prior to starting, in line with 'The Management of Health and Safety at Work Regulation 10'.

7.2 Work experience placement individuals must not:

- engage in work activities that involve manual handling,
- work more than eight hours in any one day
- or have less than two rest days in any one week

7.3 People under the age of 18 must not:

- work outside of the hours 08.30 – 17.30
- or have less than a 30 minute break every four and a half hours

Refer to the Working Time Regulations Policy

7.4 Individuals who are under the age of 18 are not permitted to undertake work experience placements within mental health in patient units. (See Point 7.5 below).

7.5 Individuals aged 18 years and above, may accompany suitably qualified staff, i.e. Psychiatrists, Community Mental Health Nurses, etc., to Mental Health out-patient clinics where the appropriate risk assessments have been completed and where there is deemed to be low risk. It would not be appropriate for under 18's to go into Mental Health patient's homes with Community Mental Health Teams or into Mental Health Inpatient Units if consent is obtained. Due to unpredictability and risk, other lower risk alternatives should be explored.

- 7.6 Individuals who are under the age of 16 are not permitted to undertake work experience placements within any clinical area, but may undertake nonclinical i.e. admin related placements.
- 7.7 The taster weeks will offer a broad range of classroom based sessions as an introduction to roles and careers.
- 7.8 Appendices offer additional guidance as to induction (for team-based placements) and tasks that could be completed.

8. Incident Reporting

Any incidents involving a work experience placement must be reported in accordance with Livewell Southwest Incident Reporting Policy and to the educational establishment.

9. Work Experience Forms

Most schools now use Unifrog as a method to ensure all work experience paperwork is collated and held safely on one platform. <https://www.unifrog.org/>.

The Workforce Retention and Attraction Advisor does have forms if unifrog is not used. The person requesting the placement should contact the WRAA directly.

10. Training Implications

Advice and support will be provided to managers, as required, on their duties in relation to this policy. Managers can request support wither via the work experience email or through the WRAA.

11. Monitoring Compliance

- 11.1 This document will be reviewed every three-years or earlier if required, e.g. due to legislation changes.
- 11.2 The HR Department will be responsible for monitoring the effectiveness of this Policy in conjunction with managers and Trade Union partners.

All policies are required to be electronically signed by the Lead Director. Proof of the electronic signature is stored in the policies database.

The Lead Director approves this document and any attached appendices. For operational policies this will be the Head of Service.

The Executive signature is subject to the understanding that the policy owner has followed the organisation process for policy Ratification.

Signed: Dawn Slater, Director of People and Professionalism
Date: 10 June 2025

Appendix A

Work Experience Induction Checklist

To provide assurance that work experience students are inducted appropriately into their role, please use this form as guidance.

Induction [Work experience - A toolkit for secondary care providers](#)

Everyone should receive an induction to the workplace that will help them to integrate quickly and learn about working life. They may be entering the world of work for the first time and may not know how it functions and how they should behave.

We would suggest you ask those on placement to turn off their mobile phones or leave them somewhere safe.

Include in the induction:

- Getting to know them:
 - What they want to gain and learn from the experience
 - Any concerns they have, including anything they may find upsetting
 - Their experience of healthcare
 - Their future plans and aspirations
 - Any needs they may have (for example, prayer facilities)
 - If there is anything specific they wish to see.

- Introduction to the team and the organisation:
 - The work of the trust, its mission and values
 - Who is on the team and their different roles
 - How to access their placement areas
 - A tour of the facilities including
 - Where to get food from both inside or outside of the building and where to eat lunch
 - The nearest toilets
 - First aid facilities
 - The fire exits and evacuation points.
 - Specific requirements – alarms, infection control etc

- Clarifying expectations:
 - What they will be doing
 - Confidentiality
 - Health and safety
 - How to act in a consultation or around patients and the team
 - Who to speak to if they have any concerns or questions
 - What to do if they cannot attend
 - What to do for lunch and refreshments
 - Dress code
 - Timetable for the duration of the experience.

It is common to underestimate the knowledge and ability of a 16-year old while also overestimating their confidence and maturity. Recognising that they have been offered an opportunity, they may wish to impress you and not ask the questions they may need to. With simple clear instructions, they can feel reassured and focus on observing.

Appendix B

Suggested Tasks for Work Experience

Overview

Most staff groups can support work experience placements. These are some suggestions. Your department may have other professions they deal with that could be approached.

Clinical:

- Assist with bed making
- Watch observation taking
- Observe completion of fluid chart
- Assist with menus
- Talk to patients
- Observe drug round
- Observe simple dressings with patient's consent
- Observe handover
- Attend team meeting
- Attend ward round or Multi disciplinary discussion with patient's consent
- Observe an admission or discharging the patient, with the patient's consent
- Obtain results from the computer under supervision
- How services work together

It is the responsibility of the person responsible for the clinical care of each patient to determine the extent of a young person's participation, taking into account the findings of the risk assessment and the relevant clinical protocols. You must also ensure that the consent of the patient is sought before the young person is allowed to be present and/or participate. Where consent is not given or available, the young person must be excluded from the activity/area

Non Clinical / Admin:

- Talk to staff and find out what job involves – multi disciplinary roles
- Answer the phone
- Assist with filing
- Input data on computer with supervision
- Photocopying
- Shredding
- Attend meetings
- Archiving
- Theoretical / policy into practice – how do you link the two.
- Career Pathways
- Voluntary and third sector resources
-

Example 'non clinical' Placement Options

- Finance
- Estates
- Hotel Services

- IT
- HR
- Professional Training & Development
- Communications Team
- Wellbeing Team
- Professional Practice and linked teams

Appendix C

Work Experience Pack Supervisor Section

Manager: Please complete and email back to marie.brayne@nhs.net prior to placement.

Students will be issued with their section of this document prior to the start of their placement and are required to take it with them on their first day to complete with their allocated placement supervisor.

Contents:

Section One: [Pre-Placement Information](#)

Section Two: [Placement Checklist](#)

Section Three: [Supervisor's Report](#)

Section One - Pre-Placement information / Outline

Start Date:

Department/unit:

Name of supervisor:

Location address:

Contact numbers:

Emergency number:

Description of department/unit:

Hours of work/break times:

Visitors Declaration 1/2

This form should be completed fully on the first day of the placement and emailed to marie.brayne@nhs.net

Manager/Supervisor section

Student Name:

Organisation / Educational Establishment:

Ward/Department:

Purpose of Visit:

Please specify exact dates and times of attendance:

Approval Given by [Marie Brayne – Workforce Retention and Attraction Advisor](#)

Supervising/accompanying Manager:

In signing below, I agree that ([Student name](#)) will be fully supervised at all times by a nominated supervisor and will not be allocated work to be undertaken independently, for the duration of their placement.

If in a clinical area, the supervising manager will ensure that ([Student name](#)) will not have hands on patient contact and will not be left unsupervised with patients at any time during the placement.

I agree to provide details of what action to take in the event of a fire and other health and safety rules relevant to the area of work.

Signed ([Placement Supervisor](#)):

Print Name:

Date:

Visitors Declaration 2/2

(If under 18 years of age this section will need to be completed before attending placement with parental/guardian consent completed and student will be required to provide this form on the 1st day of placement)

Student Section

If any of the above information concerns you, or is unclear, please discuss these with your supervisor, or the placement coordinator. Please also let your supervisor or the placement coordinator know if you have any concerns or worries or need any help or support during your time with us.

I agree to provide details of what action to take in the event of a fire and other health and safety rules relevant to the area of work.

I understand and agree that I must not to disclose information to any unauthorised person, under any circumstances. (It is natural to wish to discuss your experience on your placement with friends and family. However, you must ensure that you do not disclose confidential information which could identify an individual patient or member of staff, or information about the business of the organisation)

I have read and understood the above and agree to abide by the same.

Signed (Student):

Print Name:

Date:

If under 18 years of age:

Consent of Parent/Guardian

Signature:

Print Name:

Date:

Section Three - Placement Checklist

To be completed by appointing manager and emailed back to marie.brayne@nhs.net
PRIOR TO OR ON THE 1ST DAY OF PLACEMENT

Dates of observational placement:

Emergency contact details:

Student name:

Telephone number:

Address:

1 Hours of work:

2 Break times:

3 Clothing: (smart casual, shoes should have closed in toes)

4 Risk Assessment completed and returned.

5 Department contact:

Supervisor's signature:

Print name:

Date:

Comments for record:

Supervisor's report

Name of student:

Placement address:

Name of supervisor:

Job title:

Attendance	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Punctuality	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Appearance	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Reliability	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Ability to work under supervision	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Ability to work on own	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Use of initiative	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Communicative ability	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Relations with staff	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Relations with Client group	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor
Enthusiasm	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Poor

Comments:

Supervisor's signature:

Date:

Student's signature:

Date:

Appendix D

Work Experience Pack Student Section

Section One - Visitors Guidance and Declaration

Student should complete and take to placement on 1st day to complete with supervisor.

Guidance

Personal qualities

Whilst on an observational placement you will be expected to work towards achieving Livewell Southwest's (person to person) competencies which are:

- Maintain a friendly, caring, safe environment for staff, patients, and visitors.
- Treat patients, their families, and visitors as we would like to be treated ourselves.
- Support colleagues with teamwork.
- Provide a polite and helpful telephone service.
- Be an excellent role model for the organisation.

Dress

- It is expected that students will arrive for duty smartly dressed.
- Clothes should allow for a range of movements. Long trousers, or a calf length skirt, should be worn with a polo shirt or t-shirt/short-sleeved blouse, as clinical areas can be quite warm.
- Shoes should cover the whole foot and be low heeled
- Clothes should be changed daily to minimise the risk of cross-infection.
- Jewellery should not be worn, except for a watch and plain band/wedding ring.

Loss of/Damage to Personal Effects

You will appreciate and understand that should you incur loss or damage to any personal property during the period of your placement by burglary, fire, theft or

otherwise Livewell Southwest can accept no liability. You are therefore advised to provide your own insurance cover or leave valuables at home.

Health and Safety/Fire Alarms

You will be given a health and safety briefing when you first start your placement, and you should pay attention to the information you are given at this briefing.

You will be supervised at all times on site, and you will also be given training if/when using equipment.

If you are observing in a clinical environment

We want you to enjoy your placement and to experience life within a clinical setting. However, it can also be a very intense experience and is not without risk. You may witness distressing incidents or even feel unwell. We take your safety on your work observation placement extremely seriously and the following information is designed to help to ensure your placement is as safe as possible.

Clinical environments are considered to be high-risk areas and shadowing a clinician in this type of setting carries with it an element of risk. We have put in place a set of rules and guidelines which aim to minimise this risk. However, it is impossible to eliminate risk entirely and you must also take some responsibility for ensuring your own safety by listening to, and following instructions at all times, particularly when these relate to health and safety issues.

You must be prepared for the fact that you may be prevented from attending planned sessions at very short notice, and you may also be asked to leave a session if it is considered unsafe or inappropriate for you to be present. You must comply with any requests asking you not to enter or to leave an area at any time.

Below is more information specific to your placement. Please make sure that you and your parents read this entire placement information sheet carefully. There is a lot of information to take in but reading this information will help to prepare you for your placement.

If you are unsure about any of the information provided, or about the placement you have been offered, then you must discuss this with the contact person for the area you are going into, or the placement coordinator as soon as possible. This could be before, during or after your placement.

You will abide by the instructions given to you by your placement manager in the event of a fire.

You are reminded that in accordance with Health and Safety at Work legislation, you have a duty to take reasonable care to avoid injury, harm, or hazard to yourself and to others by your work activities, and that you are to co-operate with Livewell Southwest and others in meeting statutory requirements.

Confidentiality

Livewell Southwest takes seriously the importance of handling personal information in a legal, secure, efficient, and effective way and requires us to have processes and procedures in place for dealing with corporate information.

Matters of a confidential nature, in particular information relating to the diagnosis and treatment of patients, or personal details of staff or patients, should in no circumstances be passed on to any unauthorised person or persons along with any other information covered.

by the Data Protection Act. You must not disclose information to an unauthorised person, under any circumstances. It is natural to wish to discuss your experience on your placement with friends and family. However, you must ensure that you do not disclose confidential information which could identify an individual patient or member of staff, or information about the business of the organisation.

You must also let your supervisor know immediately if you know any patient personally. This applies even if they are a patient of a service which is different to the area of your placement.

Your placement

Psychological/emotional

Within the daily work of the clinical setting, you may be exposed to distressing situations. This might include a patient becoming distressed, a patient's condition deteriorating, or even the death of a patient. You may also see procedures or conditions which you will find upsetting. Although we will do our best to pre-empt these situations, you should be prepared for them. Please tell the person working with you if you are upset, so that we can talk about the issues as soon as it is clinically possible.

There is a risk of verbal abuse from patients or visitors of the trust. You will not be expected to deal with any incident of this sort. If you are unfortunate enough to witness this type of behaviour, you should excuse yourself, and contact the nearest member of staff.

Physical

You must not move or handle any heavy objects. These can include boxes, equipment, and patients.

There is a risk that you may feel physically unwell after observing medical procedures. This is perfectly normal, and most people feel faint the first time they witness surgery for example. If this happens, please let a member of staff know immediately. If you feel faint or sick you should sit down or leave the area, whichever is the most appropriate. There is a risk of injury if you should faint.

There is a risk of physical abuse from patients or visitors of the trust. You will be supervised at all times during a clinical session, and therefore this risk is considered low. Between sessions you are advised to take normal precautions when walking in and

around the internal and external parts of the hospital site to ensure your safety. This might include not walking in areas which are isolated or deserted.

Infection control

You must be aware that being in a clinical environment may mean that exposure to viruses and other infections will be higher than in your normal environment. However, the infections will not be different to those you may come into contact within your normal life. We will not expect you to work in areas, or with patient groups, where observation would carry a high risk of infection. Students should avoid contact with bodily fluids but be aware that there may be a risk of contact in unpredicted situations.

In order to minimise risk of infection you must follow instructions given by members of staff at all times. You must also ensure that your standards of personal hygiene are very high. You must wash your hands at the beginning and end of each session, and if you use the toilet facilities. In order to minimise risks of cross infection clothes should be changed daily.

You must not under any circumstances handle sharps (needles or other sharp objects) and when in clinical areas should take extreme care where you put your hands, and check before you sit down. Do not handle patient belongings.

Exposure to substances

Clinical areas will use a number of hazardous substances. You will not be expected to handle any substances which are considered to be hazardous. You must not touch any substance unless you are sure you know what it is and that it is not hazardous. This is particularly important when you are observing in clinical areas.

Risk of accidents

A clinical setting will probably be new to you, and you are not a trained member of staff or a clinical student. Therefore, you will be at a higher risk of accidents than other members of staff or students. In order to minimise such risks, you will be supervised at all times when you are observing a clinical session. At other times you must ensure that you only access areas you have been given permission to enter, and that you only observe planned procedures under supervision. It is essential that you follow instructions carefully and leave any area immediately if you are asked to do so.

Visitors Declaration 2/2

(If under 18 years of age this section will need be completed before attending placement with parental/guardian consent completed and student will be required to provide this form on the 1st day of placement)

Student Section

If any of the above information concerns you, or is unclear, please discuss these with your supervisor, or the placement coordinator. Please also let your supervisor or the placement coordinator know if you have any concerns or worries or need any help or support during your time with us.

I agree to abide by details of what action to take in the event of a fire and other health and safety rules relevant to the area of work.

I understand and agree that I must not to disclose information to any unauthorised person, under any circumstances. (It is natural to wish to discuss your experience on your placement with friends and family. However, you must ensure that you do not disclose confidential information which could identify an individual patient or member of staff, or information about the business of the organisation)

I have read and understood the above and agree to abide by the same.

Signed (Student):

Print Name:

Date:

If under 18 years of age:

Consent of Parent/Guardian

Signature:

Print Name:

Date:

Learning Activities to be carried out. (To be agreed with supervisor)

This list is an example of the types of activities you will be involved in on this placement (Learning Outcomes can be completed in the following section):

- 1.
- 2.
- 3.

However, it is impossible to list every activity you might be asked to undertake, and you should be prepared to complete other tasks asked of you, if relevant.

Section Two - Daily Diary & Student Evaluation

Student name:

Department:

Date	Who I shadowed / observed	What I learned	Notes

			<p>Please complete Students Evaluation form and ask your supervisor to complete Supervisor's report. These should be returned to: marie.brayne@nhs.net</p>

Student Evaluation

To enable us to assess how useful you found your observational placement it would be very helpful if you would answer the following questions. This information may be used to develop programmes for future students.

Learning outcomes of activities (from section 1)

- 1.
- 2.
- 3.

What did you hope to learn from your placement?

Has this been achieved?

Yes

No

Do you feel your placement has given you a better understanding of the work that is undertaken in a trust?

Yes

No

If no, please give details:

Do you feel the structure of the programme was?

Satisfactory

Unsatisfactory

Do you feel the length of each session was?

Satisfactory

Too long

Too short

6. Which sessions did you find most interesting?

7. Which sessions did you find least interesting?

8. Are there any additional sessions, or visits to other departments, which you feel should be included in the programme?

Yes

No

If yes, please give details:

Do you feel it would have been useful to have been provided with any more information before your placement?

Yes No

If yes, please give details:

Has your placement influenced your choice of career in any way?

Yes No

If yes, please give details:

Please add any other comments you feel would be helpful: