



Student Name _____

Student ID: _____

Cohort: _____

Student Name:

Faculty of Education, Health & Community

BSc (HONS) NURSING

Adult
Year Three

PRACTICE SKILLS INVENTORY 6001NBSCAD

Month Year COHORT

Personal Tutor Details:	Name:	
	Email:	
	Telephone Number:	

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BSc (HONS) Nursing Practice Skills Inventory

Introduction

The practice learning module comprises of two long practice experiences. Each experience will include a hub, and may include spokes and short visits. Practice experience is developmental, with a review of the student's progress at the end of practice experience 1. Practice experience 2 culminates in summative assessment. This approach is designed to offer a variety of learning opportunities across a range of settings/client groups to meet the Nursing and Midwifery Council (NMC) competency requirements for all fields.

The summative assessment document for the Practice Learning Module is the Practice Assessment Record (PAR)

This complimentary document – **The Practice Skills Inventory**, forms part of the Practice Portfolio for the practice learning module, Year 3 Module, Advancing Your Nursing Practice 6001NBSCAD

It should be considered by the student's mentors/supervisors as contributory evidence to inform the Practice Assessment Record (PAR) and contribute to the decision as to whether to allow students to progress onto the NMC register.

At the end of the year, the student must submit the Skills Inventory along with the Practice Assessment Record (PAR) for the module.

The **Practice Skills Inventory** is mapped against the Essential Skills Clusters (NMC, 2010) and is also based upon the following:

- Nursing and Midwifery Council's Standards for pre registration nursing education (NMC, 2010)
- Department of Health's Essence of Care (DH, 2010).

In this regard, the Skills Inventory serves two purposes. Firstly, it ensures that practice learning is embedded within national benchmark frameworks for nursing and secondly it contributes directly to enhancing best practice within all areas of care.

The Inventory is divided into two sections: **Essential skills** and **Additional Skills**.

The essential skills are those that each individual student should aim to achieve at the end of each year. The Additional Skills are important, but achievement will be dependent on each student's individual model of practice experience. Therefore, although it is desirable that all students are exposed to as wide a variety of skills as possible, some may not have the opportunity to achieve competency in all the additional skills. Students may also add their own additional skills as part of their developing portfolio of experiences.

Student guidance notes

Year 3

During year 3 you will be exposed to a wide range of experiences. You are expected to safely demonstrate fundamental skills and activities with care, compassion, underpinning knowledge and appropriate attitudes under close supervision. Each placement area will offer a different mix and range of skills development opportunities. It is up to you, working closely with your mentors/supervisors, to identify what skills development opportunities are available in each placement setting.

- Where opportunities do exist, you will first be expected to discuss the skill and its underlying evidence base with your mentor/supervisor and observe a qualified practitioner carrying out the skill.
- You will then be expected to repeatedly practice the skill under supervision.
- When, and if, your mentor/supervisor feels that you can consistently undertake the skill in a safe and effective manner, they will sign to say that you are proficient in that skill. This judgement may be made at any point during the year as soon as a mentor/supervisor is satisfied that you are proficient.
- Proficiency in each skill should be demonstrated at least once during the year. However, even if proficiency has been demonstrated in a previous placement, you must continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings.
- **All skills must be practiced in accordance with the policies and guidelines in place on each placement area and performed under the supervision of a qualified practitioner following the practice area risk assessment standard.**
- **Progress on development of these skills will be discussed with your personal tutor at designated PDP meetings. The purpose of these meetings is to ensure that you are making satisfactory progress, including that all appropriate opportunities for skills acquisition are being utilised.**
- **This document supports your mentor in completing the PAR. All skills do not have to be signed as competent to pass module 6001NBSCAD but will enable your mentor to make an informed decision.**

Skills Action Plans

Skills Action Plans can be used if, at any stage problems are identified in the performance of a skill.

In conjunction with your mentor/supervisor, you will be given the opportunity to reflect on your performance of a skill. Where necessary, an action plan for improvement will be drawn up to assist you in becoming competent, either during the same placement or on subsequent placements. Action plans will remain as part of the skills inventory and will inform the Practice Assessment Record. They should also be discussed at the PDP meetings with your personal tutor.

Practice Experience 1

Hub Details

Placement:

Telephone number:

PLSS ID:

Date: From

Date: To

Named Supervisor/Mentor (Hub)

Supervisor/Mentor name:

Supervisor/Mentor Signature:

Associate Supervisor/Mentor (Hub)

Associate Supervisor/Mentor name:

Associate Supervisor/Mentor Signature:

Practice Experience 1

Spoke Details

Spoke 1 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Spoke 2 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Spoke 3 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Practice Experience 1

Short Visit Details

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Practice Experience 2

Hub Details

Placement:

Telephone number:

PLSS ID:

Date: From

Date: To

Named Supervisor/Mentor (Hub)

Supervisor/Mentor name:

Supervisor/Mentor Signature:

Associate Supervisor/Mentor (Hub)

Associate Supervisor/Mentor name:

Associate Supervisor/Mentor Signature:

Practice Experience 2

Spoke Details

Spoke 1 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Spoke 2 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Spoke 3 Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Practice Experience 2

Short Visit Details

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

Short Visit Details: To be completed by student

Placement:	Tel:	PLSS ID:
Date: From	Date: To	
Supervisor/Mentor name:	Supervisor/Mentor Signature:	

ESSENTIAL SKILLS

Skill 1	Engagement with an adult /child / young person	
To engage in a meaningful therapeutic relationship with an adult /child / young person or their carer		
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Introduces self to adult/ child or young person appropriately • Initiates appropriate conversation, taking account of the child or young person's stage of development • Is able to obtain meaningful information through effective communication which informs care planning • Demonstrates verbal communication skills appropriate to the adult / child / young person / family and the environment 	<ul style="list-style-type: none"> • Uses non verbal communication skills to communicate and actively listen to the adult / child / young person • Builds a therapeutic relationship with an adult / child or young person within the boundaries of the practice placement • Develops a meaningful therapeutic relationship that demonstrates trust and empathy • Demonstrates a range of engagement skills appropriate to the practice placement • Takes opportunity to promote health and wellbeing as appropriate 	
	Observe	Practice
	Student has observed and discussed the skill	Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 2	Use a range of communication skills within practice	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Be approachable • Spend time with adults • Maximise brief, positive greetings or acknowledgment of others • Use ordinary, everyday conversation that avoids professional jargon • Give feedback to others that is constructive and facilitates positive change • Provide non-judgemental, empathic, and inclusive communication • Use non-verbal communication and active listening • Professionally articulate your own responses to care situations 	<ul style="list-style-type: none"> • Identify and overcome barriers to communication • Communicate effectively with all members of multidisciplinary team • Enable adults to make informed choices • Negotiate mutually acceptable boundaries with adults • Provide evidence based clinical interventions that optimise health and well-being • Consider legal and ethical implications of all forms of communication • Write clear and structured communications 	
	Observe	Practice
	Student has observed and discussed the skill	Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
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	Date	Name
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Skill 3	Assessment of an Adult To participate in comprehensive, collaborative, holistic needs-based assessment with an adult or their carer	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Introduces self to adult/carer Participates in the identification and assessment of a child/young person/adult's needs under supervision Demonstrates verbal communication skills appropriate to the adult/carer and the environment Uses non verbal communication skills and play to communicate and actively listen to the adult/carer 	<ul style="list-style-type: none"> Demonstrates appropriate observation skills to enhance the structured assessment process Actively engages the adult/carer in the assessment process Engages, where appropriate with family, carers and relevant professionals from the multidisciplinary team to obtain assessment information Participates in the written documentation of the assessment in accordance with local, legal and regulatory requirements 	
	<p style="text-align: center;">Observe</p> <p style="text-align: center;">Student has observed and discussed the skill</p>	<p style="text-align: center;">Practice</p> <p style="text-align: center;">Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner</p>
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
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Skill 4	Monitoring of Vital Signs - Consistent, reliable and competent observation of the Vital Signs	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure(s) and gain consent of the adult • Appropriately assesses the adult, identifies potential risks and chooses appropriate equipment and site • Ensures comfort of the adult during procedure • Measures and records temperature • Assesses adult and locates an appropriate pulse site • Uses correct finger position and applies sufficient pressure for accurate pulse measurement • Counts the pulse for one minute • Observes and monitors rate, rhythm and volume • Counts the respirations for one minute whilst observing and monitoring the rate, rhythm, depth and respiratory effort 	<ul style="list-style-type: none"> • Listens for any abnormal sounds associated with breathing (e.g. wheezing) • Measures and records respirations accurately and clearly • Measures and records O2 saturations • Assess the adult, identifies appropriate limb for B/P measurement and appropriately selects equipment, including cuff size • Uses correct finger position and applies sufficient pressure for accurate palpation of radial/brachial pulse • Measures and records blood pressure accurately • Compares findings with past recordings where appropriate • Informs adult of recording where appropriate • Responds appropriately to findings outside the normal range • Measures Capillary refill time accurately • Demonstrates knowledge of how MEWS/PEWS works to trigger intervention if any vital signs are outside normal range • Supports parent(s) and or carer(s) to participate in monitoring the vital signs of the child/young person as appropriate 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 5	Hand Decontamination Consistent, reliable and competent demonstration of hand decontamination	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control 	<ul style="list-style-type: none"> Selects appropriate agent to decontaminate hands Appropriately times carrying out hand decontamination Correctly applies hand decontamination technique Correctly disposes of paper towels Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 6	Identification of the Safe Management of Risk Consistent, reliable and competent identification of the safe management of risk	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Within current sphere of knowledge and proficiency assess and identifies potential risks to adult/visitors • Promotes a safe environment for adult/family at all times • Demonstrates knowledge and applies principles of the Health and Safety at Work Act 	<ul style="list-style-type: none"> • Applies principles of infection control policies appropriately e.g. safe disposal of waste, soiled linen, blood and other bodily fluids and disposing of sharps • Reduces any potential for harm as appropriate • Appropriately and clearly records and reports any risk factors • Identifies and applies safe and correct practice to reduce risk at all times 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 7	Infection Control Consistent, reliable and competent assistance in the management of Infection Control	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to relevant DH guidance 	<ul style="list-style-type: none"> Demonstrates understanding of the principles of asepsis and applies to a range of appropriate measures to prevent infection Able to communicate potential risks to junior colleagues Able to advise adults on the management of their wound/site to prevent and control infection and to promote healing 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 8	Applying principles of Infection Control to Isolation Techniques Consistent, reliable and competent assistance in the management of Infection Control	
Components of Skill (for guidance only)	<ul style="list-style-type: none"> • Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance • Demonstrates understanding of the principles of asepsis and applies to a range of appropriate measures to prevent infection • Able to communicate potential risks to junior colleagues • Able to advise adults on the management of their wound/site to prevent and control infection and to promote healing 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 9	Fluid Intake	
	Reliable and competent assistance of an adult to maintain fluid intake	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure (if applicable) and gain consent of adult • Appropriately assesses the adult/ and identifies potential risks • Identifies issues which may affect fluid intake • Collaborates with the multi disciplinary team, where appropriate, to choose the correct fluid regime and/or appropriate method of intake to meet the individual adults needs 	<ul style="list-style-type: none"> • Ensures comfort, appropriate positioning, and environment and provides assistance for the adult's specific needs • Assists the adult/child/young person to assess the temperature of fluids(if applicable) • Encourages adult participation as appropriate • Allows adult time to empty mouth (if applicable) and ensures adult has access to fluids where appropriate • Measures and documents fluid intake accurately – noting any deviations and reporting appropriately • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 10	Nutrition Reliable and competent assistance of an adult/child/young person to maintain nutrition	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure (if applicable) and gain consent of adult/child/young person's Appropriately assesses the adult/child/young person's and identifies potential risks Identifies issues which may affect eating or drinking Collaborates with the dietician, where appropriate, to choose the correct diet and/or appropriate method of nutrition for the individual adult/child/young person's needs Ensures comfort, appropriate positioning and environment for the adult/child/young person's specific to their nutritional needs 	<ul style="list-style-type: none"> Assists the adult/child/young person's to assess the temperature of the food/drink Encourages adult/child/young person's participation as appropriate Allows the adult time to chew food and empty mouth and ensures adult has access to fluids where appropriate Records and documents accurately the adults intake – noting any deviations and report Offers the adult the opportunity for hygiene e.g. wash hands, brush teeth Bottle feeds a baby correctly Provides advice and support to mothers who are breast feeding Takes in to account principles of food hygiene Supports parent(s) and or carer(s) to participate in meeting the nutrition needs of the child/young person as appropriate Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 11	Manual Handling Consistent and reliable demonstration of manual handling techniques	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure and gain consent of adult Ensures comfort of the adult during procedure Within current sphere of knowledge and proficiency assess and identifies potential risks and chooses appropriate equipment that meets individual needs Seeks appropriate support/assistance to perform transfer 	<ul style="list-style-type: none"> Ensuring that when using equipment, manufacturer's guidelines are adhered to and safety checks performed Safely transfers the adult from bed to chair/trolley using appropriate equipment Safely uses mechanical hoist (where appropriate) Safely and appropriately assists the adult who requires assistance with walking/standing Safely and appropriately positions/repositions the adult in bed/chair Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 12	Pressure Area Care Consistent, reliable and competent care of pressure areas of an adult	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Educates adult in methods to prevent complications of immobility • Within current sphere of knowledge and proficiency assess and identifies potential risks and chooses appropriate equipment that meet individual needs 	<ul style="list-style-type: none"> • Works in collaboration with the adult • Encourages the adult to participate as much as possible • Correctly uses and documentations a pressure area risk assessment tool • Correctly uses pressure relieving aids • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 13	Assisting the adult in Maintaining Personal Hygiene and Dressing Consistent, reliable and competent demonstration of assisting an adult to maintain his/her own personal hygiene and dressing needs in a safe manner	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure(s) and gain consent of adult. Works in collaboration with adult Encourages adult to participate as much as possible, determining preferences to maximise comfort and dignity Within current sphere of knowledge and proficiency, assesses and identifies potential risks Selects appropriate equipment/toiletries 	<ul style="list-style-type: none"> Safely transfers adult to bathroom if appropriate Provides a conducive environment ensuring dignity, privacy and warmth Observes and records the condition and integrity of skin, including unexplained injuries and signs of tissue damage. Provides oral, hair, nail and aural care. Chooses appropriate clothing whilst respecting personal choice, culture, comfort and dignity Applies principles in a logical sequence Supports carer(s) to participate in meeting the hygiene and dressing needs of the adult person as appropriate 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 14	Assessing and Maintaining Continence Consistent, reliable and competent demonstration of assisting the adult to maintain his/her own continence	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, provide explanations and gain consent of adult if appropriate • Works in collaboration with adult • Adheres to both local and national guidance regarding continence care and management • Uses appropriate clinical tool(s) to assess continence needs • Within current sphere of knowledge and proficiency assess and identifies potential risks 	<ul style="list-style-type: none"> • Encourages the adult to participate as much as possible • Discusses appropriately methods of maintaining continence e.g. pelvic floor exercises, encouraging regular toileting • Safely transfers the adult to the toilet/bathroom if appropriate • Assesses and identifies potential risks and chooses appropriate equipment • Provides a conducive environment that ensures dignity, privacy and warmth • Collaborates with a continence advisor where appropriate • Chooses and uses continence aids as appropriate 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 15	Catheter Care Consistent, reliable and competent care of the adult with a catheter	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure and gain consent of the adult Works in collaboration with the adult Encourages the adult to participate as much as possible Ensures dignity, privacy and comfort of adult throughout the procedure	<ul style="list-style-type: none"> Within current sphere of knowledge and proficiency, assesses and identifies risks Appropriately selects equipment and completes checks to ensure products are sterile, in date, intact, undamaged and dry Appropriately cleanses Appropriately disposes of waste, applying universal precautions Under direct supervision, provides adult with appropriate accurate information on the management of catheter Accurately and clearly records findings, noting any deviations and reports appropriately Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 16	Urine Tests Consistent and reliable demonstration of urine testing	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Correctly collects sample whilst providing a conducive environment that ensures dignity, privacy and comfort of the adult • Selects appropriate test equipment and utilises it correctly 	<ul style="list-style-type: none"> • Appropriately disposes of waste, applying universal precautions • Accurately and clearly records findings, noting any deviations and reports appropriately • Informs adult of recording where appropriate • Responds appropriately to findings outside the normal range • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 17	Principle of Asepsis Consistent, reliable and competent application of asepsis when performing invasive nursing procedures	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure, and gain consent of the adult. Works in collaboration with the adult. If adult is involved in a procedure then ensures appropriate positioning to ensure comfort, privacy and dignity 	<ul style="list-style-type: none"> Appropriately selects equipment, if required, and ensures it is sterile, in date, intact, undamaged and dry Uses sterile gloves where appropriate Carries out procedures in a safe and effective manner, under appropriate supervision Appropriately disposes of waste applying universal precautions Provides the adult with appropriate information on the management of the device, site or wound to minimise infection risk and promote healing Accurately documents findings-noting any deviations and reporting appropriately Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 18	Applying Principles of Asepsis to Wound Care Consistent, reliable and competent assistance in the management of Wound Care	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure, and gain consent of the adult. Works in collaboration with the adult. If adult is involved in a procedure then ensures appropriate positioning to ensure comfort, privacy and dignity Uses evidence of best practice to select appropriate dressing to meet individual needs 	<ul style="list-style-type: none"> Appropriately selects equipment, if required, and ensures it is sterile, in date, intact, undamaged and dry Uses sterile gloves where appropriate Appropriately disposes of waste applying universal precautions Provides the adult with appropriate information on the management of the device, site or wound to minimise infection risk and promote healing Accurately documents findings-noting any deviations and reporting appropriately Demonstrates awareness of the role of the tissue viability nurse. Seeks appropriate advice and refers when necessary Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 19	Pain Consistent, reliable and competent assessment and management of the adult in pain	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent • Uses an appropriate pain assessment tool to establish level of pain • Offers reassurance to the adult • Demonstrates knowledge of pain relief measures both pharmacological and non pharmacological • Liaises with the adult and multidisciplinary team to identify the most appropriate pain control method in relation to level of pain and patient's needs 	<ul style="list-style-type: none"> • Assesses the adult's knowledge of pain relief and provides additional information as appropriate • Encourages the adult to manage pain within the range of therapeutic options as appropriate • If prescribed medication given, accurately records administration • Applies placement policy if medication is refused including documentation of refusal • Monitors the therapeutic effect/side effects of selected treatment options and reassesses level of pain • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 20	Assists in the administration of Oral Medicines Year 3 Consistent, reliable and competent assistance in the administration of medications under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult. • Works in collaboration with the adult. • Encourages the adult to participate as much as possible • Consults prescription chart • Observes 5 rights of administration: right patient, right drug, right dose, right time, right route and checks expiry dates • If using a Patient Group Direction is aware of the specific written instruction for use and adheres to local trust policy • Chooses appropriate strength of medication and checks expiry date 	<ul style="list-style-type: none"> • Confirms the adult's identity • Assists adult to take medication, offering a drink if appropriate • Assesses adult's knowledge of medication and provides additional information as appropriate • Accurately records dose of medication given • Applies hospital policy if medication is refused including documentation of refusal • Monitors the therapeutic effect/side effects of the medication (for example pain relief from analgesia) • Demonstrates understanding of how legislation is applied to practice including ordering, receiving, storage and disposal of medicines including controlled drugs • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 21	Use of Medical Devices	
Consistent, reliable and competent use of Medical Devices (under direct supervision & in accordance with local policies at all times)		
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Appropriately selects equipment for use with treatment appropriate to placement area • Explains the devices to the adult and checks their understanding • Ensures safety checks are performed before use of Medical Device including date of last service and calibration of equipment • Works within legal frameworks and applies evidence based practice in safe selection and use of medical devices e.g. Medicines and Health Care Products Regulatory Devices Agency 	<ul style="list-style-type: none"> • Within current sphere of knowledge and proficiency assess and identifies potential risks • Records accurately safety checks performed • Ensures that equipment is appropriately decontaminated before and after use • Safely operates equipment adhering to manufacturer's instructions • Records accurately the use and maintenance of equipment 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 22	Assisting in the Administration of Intravenous Therapy - Consistent, reliable and Competent Administration of Intravenous Therapy (under direct supervision & in accordance with local policies at all times)	
<p>Components of Skill (for guidance only)</p> <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure and gain consent of the adult. Consults prescription sheet and observes the 5 rights of administration: right patient, right drug, right dose, right time, right route and checks expiry dates Collects appropriate equipment and checks that it is safe for use e.g. package intact/expiry date Accurately selects correct fluid and checks expiry date Accurately calculates the volume for administration and correct flow rate Identifies appropriate site for administration Assesses cannula site for any signs of infiltration/extravasation prior to commencing fluid 	<ul style="list-style-type: none"> Safely attaches administration set to intravenous fluid and primes the set with the prescribed fluid <p style="text-align: center;">If local policy allows continue with the below:</p> <ul style="list-style-type: none"> Attaches Intravenous infusion to cannula site and ensures administration set and cannula are secured appropriately to reduce risk of disconnection If fluid is administered via a pump, ensures that the device is operated safely and in accordance with manufacturer's instruction and refer to Skill 17:general principles of use of medical devices Adjusts flow rates of intravenous fluids as prescribed Accurately and clearly records administration of fluid Monitors the flow rate and cannula frequently and therapeutic effect/side effects of fluids (e.g. discomfort at site when fluid commenced) and acts appropriately and promptly Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 23	Subcutaneous Injection Consistent, reliable and competent administration of prescribed subcutaneous injection under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Consults prescription sheet • Observes 5 rights of administration: right patient, right drug, right dose, right time, right route • Selects the required medication, checking expiry date • Records Controlled Drugs in Controlled Drug Book • Correctly calculates the required dosage, volume and dilution • Collects and checks all equipment 	<ul style="list-style-type: none"> • Uses protective clothing if appropriate • Selects appropriate site and administers medication using correct technique • Safely disposes of equipment • Accurately and clearly records dose of medication given • Applies placement policy if medication is refused, including documentation of refusal • Monitors the therapeutic effect/side effects of medication e.g. pain relief from analgesia and acts appropriately and promptly • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 24	Oxygen Therapy Consistent, reliable and competent administration of prescribed oxygen therapy under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain the procedure and gain consent of the adult. • Works in collaboration with the adult. • Consults prescription sheet to determine percentage, mode of delivery, duration of oxygen therapy and humidification. • Identifies potential risks and chooses appropriate equipment (mask/nasal cannula) • Ensures comfort of the adult during procedure including oral hygiene. 	<ul style="list-style-type: none"> • Observes 5 rights of administration: right patient, right drug, right dose, right time, right route and checks expiry dates. • Assists the adult in positioning mask/ nasal cannula. • Appropriately delivers prescribed rate of oxygen with correct setting of flow meter. • Monitors the therapeutic effect of oxygen therapy including saturation monitoring where appropriate. • Accurately and clearly records the effects of oxygen therapy and report's findings appropriately and promptly. • Applies principles in a logical sequence. 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 25	Monitoring of Blood Glucose levels Consistent and reliable demonstration of Blood Glucose Monitoring (under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Encourages the adult to participate as much as possible • Within current sphere of knowledge and proficiency assess and identifies potential risks • Appropriately selects correct test equipment and completes checks to ensure products are sterile in date, intact undamaged and dry • Correctly collects sample whilst providing a conducive environment that ensures dignity, privacy and comfort of the adult 	<ul style="list-style-type: none"> • Uses sample to measure blood glucose level using appropriate device correctly and in accordance with manufacturer's instructions • Appropriately disposes of waste, applying universal precautions including safe disposal of sharps • Makes the adult comfortable and observes site of test for bleeding • Accurately and clearly records findings, noting any deviations and responds appropriately to findings outside the normal range • Informs adult of recording where appropriate • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 26	Numeracy - The demonstration of baseline assessment and calculations associated with components set out below (under direct supervision & in accordance with local policies at all times)		
Components of Skill	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner	Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner
23.1 Utilises comprehensive assessment of the adult's nutritional needs in order to identify, accurately document and communicate level of risk to appropriate others. Demonstrates ability to calculate the differences from previous assessments	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.2 Utilises the adult's total fluid balance calculations to correctly identify signs of under/over hydration and acts to correct as appropriate	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.3 Continuous enteral feeds - accurately calculates the amount of feed to be administered per hour	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.4 Accurately records and documents amount of enteral feed administered and reports any difficulties encountered in administering amount prescribed	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 			

Skill 26	Numeracy (continued) The demonstration of baseline assessment and calculations associated with components set out below under direct supervision & in accordance with local policies at all times)		
Components of Skill	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner	Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner
23.5 Accurately calculates the volume of intravenous fluids and correct flow rate and correctly records the amount administered	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.6 Accurately monitors and documents the rate of intravenous fluid infusion against the prescription chart, to correctly identify, and act appropriately on, any markers of over or under hydration	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.7 Accurately calculates and records medicine dosage for use via routes and methods frequently encountered within adult nursing	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
23.8 Following drug administration, utilises the adult's clinical observations to demonstrate awareness of need to titrate dose/rate to therapeutic effect	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date	Placement Registered Practitioners Signature Date
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 			

Skill 27	Team Working	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Shares complaints, compliments and comments with the team in order to improve care • Responds appropriately and effectively to feedback • Supports children/families who wish to complain • As an individual and team member, actively seeks and learns from feedback to enhance care and own professional development • Works within legal frameworks and local policies to deal with complaints, compliments and concerns • Appropriately challenges the practice of self and others across the multi-professional team • Works within the requirements in the <i>NMC Code of professional conduct: standards for conduct, performance and ethics</i> in delegating care and when care is delegated to them 	<ul style="list-style-type: none"> • Takes responsibility and accountability when delegating care to others • Prepares, supports and supervises those to whom care has been delegated • Recognises and addresses deficits in knowledge and / or skill in self and takes appropriate action • Inspires confidence and provides clear direction to others • Takes decisions and is able to answer for these decisions when required • Bases decisions on evidence and uses experience to guide decision-making • Acts as a positive role model for junior staff • Manages time effectively • Negotiates with others in relation to balancing competing/conflicting priorities 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 28	Management of Care – including admission, transfer and discharge home or to another area under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Appropriately consults and explores solutions and ideas with others to enhance care • Takes appropriate role within the team • Act as an effective role model in decision making, taking action and supporting more junior staff • Works inter-professionally as a means of achieving optimum outcomes for adults, children, young people and their families 	<ul style="list-style-type: none"> • Works with colleagues in other services to ensure safe and effective transition between services • Prepares children and their families for the transition / transfer between services • Works in partnership with adults, children, young people and family to develop strategies for smooth transfer / transition and evaluates the outcome 	
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 29	Promote a culture that enables recovery	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Engage in critical reflection • Promote social inclusion • Contribute to a culture of mental health wellbeing • Support and encourage a culture that respects and values dignity • Engage actively with adults, carers and their representatives 	<ul style="list-style-type: none"> • Present positive views of individuals who experience mental health distress • Demonstrate respect for all individuals • Promote advocacy, dignity and respect for individual adults • Identify and challenge poor practice by yourself and others • Challenge any practice and behaviour that discriminates • Work within agreed organisational and professional frameworks 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 30	Promote mental health and well-being	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Promote and support engagement • Support adults in exercising their rights and responsibilities • Assess, plan, implement and evaluate evidence based care under supervision • Work in partnership with adults and their significant others • Contribute to negotiating meaningful goals 	<ul style="list-style-type: none"> • Demonstrate an understanding of the importance of advanced directives • Identify and facilitate use of effective and positive coping strategies • Helping adults solve problems using evidence based approaches • Create and maintain mental well-being through guided self-management approaches • Use motivational interviewing techniques • Recognise and respect the spiritual well-being of individuals 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 31	Professionally develop in order to enhance the knowledge, skills, values and attitudes needed for effective nursing practice	
Components of skill (for guidance only) <ul style="list-style-type: none"> Using the supervision and support systems available Take responsibility for your own personal and professional development Seek and access development opportunities to meet your needs Engage in reflective practice, supervision and support Set professional goals that are realistic and achievable Teaching others 	<ul style="list-style-type: none"> Give constructive and timely feedback to others Demonstrate key skills including literacy, numeracy and information technology Demonstrate a working knowledge of support needs of others Enable other workers to reflect on their own values, priorities, interests and effectiveness Delegate nursing care or associated tasks safely and appropriately Engage actively in peer supervision 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

ADDITIONAL SKILLS

Skill 32	Assessment and Management of Airway Reliable and competent assistance of assessment and management of an adult's airway	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Assesses the patency of the airway by observing for signs of airway compromise e.g. no movement of chest, cyanosis, noisy breathing • If adult is unresponsive, correctly positions head using head tilt/chin lift or jaw thrust manoeuvre as appropriate Promptly alerts other members of the multidisciplinary team, as appropriate 	<ul style="list-style-type: none"> • Safely inserts an oropharyngeal airway, ensuring the correct size is used • Correctly applies suction to the upper airway if required • Commences 100% oxygen therapy via a non-rebreathe mask, if appropriate • Performs baseline observations, respirations, oxygen saturations, blood pressure and pulse 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 33	Cardiac Monitoring Consistent, reliable and competent assistance in the management of the adult on a Cardiac Monitor	
Components of Skill (for guidance only)		
<ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Works in collaboration with adult and multidisciplinary team • Ensures safety checks are performed before use of Cardiac Monitor including date of last service and calibration of equipment • Demonstrates knowledge and applies principles of the MHRA (Medicines and Health Care Products Regulatory Devices Agency) • Records accurately safety checks performed 		<ul style="list-style-type: none"> • Ensures that equipment is appropriately decontaminated before use • Safely operates equipment adhering to manufacturer’s instructions • Appropriately attaches the adult to cardiac monitor • Observes adult during monitoring and is able to identify normal sinus rhythm and is able to identify an abnormal rhythm • Accurately documents findings-noting any deviations and reporting appropriately • Applies principles in a logical sequence
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 34 | Artificial Feeding To undertake artificial methods of feeding (under direct supervision & in accordance with local policies at all times)

- Components of Skill (for guidance only)**
- Applies universal precautions in relation to infection control
 - Uses appropriate communication skills to greet, explain procedure and gain consent of adult
 - Collaborates with the dietician, where appropriate, to choose the correct diet for the individual adult needs
 - Liaises with the special feeds department where appropriate to ensure correct feed
 - Ensures comfort, appropriate positioning, prepares the adult and the environment specific to their feeding route
 - Observes 5 rights of administration: right patient, right drug, right dose, right time, right route and checks expiry dates
 - Ensures a clean environment
 - Uses appropriate equipment for delivery of feed ensuring necessary safety checks as per placement policy
 - Ensures the seal has not been broken on enteral feed
 - Consults placement policy regarding testing of the position of the feeding tube
 - Safely operates equipment adhering to manufacturer's instructions
 - Accurately records and documents the feed
 - Applies principles in a logical sequence

	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name

- Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated.
- If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR).

Skill 35	Central Venous Pressure Monitoring Consistent, reliable and competent assistance in the monitoring of the adult with a Central Venous Line	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Ensures that the equipment is operated safely and in accordance with manufacturer's instruction and refer to Skill 17: general principles of use of medical devices • Position adult appropriately for measurement of CVP 	<ul style="list-style-type: none"> • Ensures that the baseline zero of the manometer is level with the right atrium using appropriate reference point • Safely and accurately performs central venous pressure monitoring • Repositions adult appropriately following completion of procedure • Accurately documents findings-noting any deviations and reporting appropriately 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 36	Management of Chest Drains Consistent, reliable and competent assistance in the management of a Chest Drain under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Assessment of adult including observation of vital signs, level of pain and general appearance of the adult • Correctly positions adult to ensure comfort and safety of chest drain 		<ul style="list-style-type: none"> • Observes chest drainage system for signs of swinging and bubbling and records appropriately • Observes, monitors and records volume and type of drainage • Observes chest drain site for signs of infection and dislodgement • Ensures chest drain is well secured with suture and appropriate dressing and changes dressing as required adhering to trust policy and universal precautions in relation to infection control • Ensures chest drain tubing is well positioned with no loops or kinks • Appropriately reports any abnormalities to multidisciplinary team
	Observe Student has observed and discussed the skill	Practice Student has repeatedly practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can consistently undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 37	Intra-Muscular Injection Consistent, reliable and competent administration of prescribed intra-muscular injection with Adult ONLY under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Applies universal precautions in relation to infection control • Uses appropriate communication skills to greet, explain procedure and gain consent of the adult • Consults prescription sheet • Observes 5 rights of administration: right patient, right drug, right dose, right time, right route • Selects the required medication, checking expiry date • Records Controlled Drugs in Controlled Drug Book • Correctly calculates the required dosage, volume and dilution • Collects and checks all equipment 	<ul style="list-style-type: none"> • Uses protective clothing if appropriate • Selects appropriate site and administers medication using correct technique • Safely disposes of equipment • Accurately and clearly records dose of medication given • Applies placement policy if medication is refused, including documentation of refusal • Monitors the therapeutic effect/side effects of medication e.g. .pain relief from analgesia and acts appropriately and promptly • Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 38	Observation of Blood Transfusion - Observation in the Administration of a Blood Transfusion (Observation Only)	
<p>Components of Skill (for guidance only)</p> <ul style="list-style-type: none"> • Observes universal precautions in relation to infection control • Observes appropriate communication skills to greet, explain procedure and gain consent of the adult • Observes consultation of prescription sheet • Observes appropriate checks before administration including right patient, compatibility of product and expiry dates • Observes the inspection of the component for transfusion for signs of clumping, discolouration or damage. • Observes collection and checking of all equipment required for transfusion • Uses protective clothing if appropriate • Under direct supervision records the adult's baseline vital observations, temperature, pulse, blood pressure and respirations • Observes the cannula prior to transfusion ensuring no signs of extravasation 	<ul style="list-style-type: none"> • Observes the safe preparation of the blood transfusion including priming the Blood administration set with the prescribed product • Observes the attachment of the blood infusion to cannula site adhering to universal precautions in relation to infection control • Under direct supervision ensures administration set and cannula are secure to reduce risk of disconnection • Observes adjustment of the blood transfusion flow rates as prescribed • Observes the recording of the administration of blood product • Observes the frequent monitoring of the flow rate and cannula and therapeutic effect/side effects of blood (e.g. discomfort at site when blood commenced) and acts appropriately and promptly • Under direct supervision monitors patient's temperature and pulse in accordance with local trust policies on commencing blood product and during transfusion. • Applies principles in a logical sequence 	
	<p>Observe</p> <p>Student has observed and discussed the skill</p>	<p>Practice</p> <p>Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner</p>
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
<p>Competent</p> <p>Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner</p>	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 39	Urinary Catheterisation Consistent, reliable and competent assistance in the insertion of a Urinary Catheter under direct supervision & in accordance with local policies at all times)	
Components of Skill (for guidance only) <ul style="list-style-type: none"> Is aware of the code of practice for prevention and control of healthcare associated infections and adheres to the relevant DH guidance Applies universal precautions in relation to infection control Uses appropriate communication skills to greet, explain procedure and gain consent of the adult Works in collaboration with the adult Collects correct equipment for procedure 	<ul style="list-style-type: none"> Ensures appropriate positioning to ensure comfort, privacy and dignity Safely performs urinary catheterisation using an aseptic technique offering reassurance to patient throughout procedure Appropriately disposes of waste, applying universal precautions Obtains urine sample if required Accurately documents procedure and measures and records volume of urine Applies principles in a logical sequence 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 40	Promote physical health and well-being for individuals with mental health problems	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Identify and assess physical health needs • Assist individuals to attend to activities of living to maintain their physical health • Communicate with adults about promoting their health and well-being • Monitor and ensure adequate nutritional and fluid • Promote the benefits of activity to improve physical health • Provide information on health promotion activities • Promote sexual health 	<ul style="list-style-type: none"> • Undertake physiological measurements • Demonstrate effective hand washing techniques • Undertake agreed pressure area care • Support adults to manage continence • Identify individuals with allergies and plan their care to promote safety • Provide first aid including basic life support as appropriate • Manage seizures safely as appropriate • Demonstrate effective communication with adults and carers about medication 	
	Observe	Practice
	Student has observed and discussed the skill	Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent	Placement	Registered Practitioners Signature
Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 41	Maintain the health, safety and well-being of individuals with mental health needs	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Demonstrate the application of appropriate legal and ethical frameworks • Support the health and safety of yourself and individuals • Demonstrate the ability to work in partnership with adults to promote health and safety • Promote, monitor and maintain health, safety and security • Demonstrate an understanding of the benefits and limitations of the use of observation levels • Identify the appropriate therapeutic use of interventions to reduce absconding • Contribute to and apply effective evidence based interventions that minimise risk of harm • Assess and act upon immediate risk of danger due to substance use 	<ul style="list-style-type: none"> • Ensure all records are kept in line with local policy and procedures • Educate users and carers about the role, function and limitations of managing risk of harm • Obtain valid informed consent for all procedures • Assess the level of risk and consider how the risks can be controlled to minimise harm • Contribute to the prevention and management of aggressive behaviour • Take immediate action to reduce risk when there is a danger to an individual's health and safety • Maintain a safe, clean and welcoming environment • Take immediate action where you find aspects of the environment are unsafe 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

Skill 42	Work collaboratively with others to support individuals with Mental Health needs	
Components of Skill (for guidance only) <ul style="list-style-type: none"> • Work effectively and assertively in a team • Contribute to the care team decision-making process • Take responsibility for delegated action • Clarify and confirm your role in the overall care programme and single assessment process • Co-ordinate the integration of care for individual adults 	<ul style="list-style-type: none"> • Work effectively with team members who impact, directly or indirectly on care of the individual • Contribute to the care programme approach and single assessment process • Modify your contribution to individualised programmes of care according to the agreements reached by the team • Encourage adults to engage with agencies involved in their care 	
	Observe Student has observed and discussed the skill	Practice Student has <u>repeatedly</u> practised the skill under the supervision of a competent practitioner
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Placement Details	Practitioner Signature Date	Practitioner Signature Date
Competent Student can <u>consistently</u> undertake the skill, under supervision, in a safe effective manner	Placement	Registered Practitioners Signature
	Date	Name
<ul style="list-style-type: none"> • Competency in each skill only has to be demonstrated once during the third year. However, even if competency has been demonstrated on a previous placement you should continue to take whatever opportunities are available to practice this skill on subsequent placements and your mentor/supervisor should sign to say that you have had further opportunities to discuss, observe and practice the skill in different settings, even after proficiency has been demonstrated. • If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation and an Action Plan to address the problems should be agreed using the forms within the Practice Assessment Record (PAR). 		

SKILLS ACTION PLANS

(These pages may be copied and additional sheets added if required)

Skills Action Plan

Skill

If level of performance, at any stage, is giving particular cause for concern, the student and mentor/supervisor should meet to discuss the situation. Areas of concern may be related to:

- Attitude to and communication with adult/child/young person
- Underpinning Knowledge
- Performance of all or certain components of the skill

Any specific problems should be identified and an Action Plan to address the problems should be agreed using the format below. Students are encouraged to self-assess their own performance and reflect on the areas for improvement

Student's Reflection		
Action Plan		
Date	Mentor/supervisor Signature	Student Signature

Skills Action Plan

Skill

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Student's Reflection		
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Date	Mentor/supervisor Signature	Student Signature

**If found please return to PLSU, Liverpool John Moores University,
79 Tithebarn Street, Liverpool, L2 2ER.**