

MSc (pre-registration) Speech & Language Therapy

Year 1 Term 1 SLT Education 8 Day Practice Placement Assessment

University of Essex

Student name		
Registration number		
Personal Tutor		
Dates of placement		
Practice educator		
Placement site		
Speciality		
Retrieval Placement	Yes/No	
Visiting lecturer		Date of visit(s)

**If you have any concerns/issues regarding this student please phone 01206 874557
as soon as possible**

Part 1 Health and Safety, Non-discriminatory practice and Professionalism	Pass/Fail	Signature of Practice Educator
Part 2 Learning Outcomes	Pass/Fail	
Part 3 Skills Checklist	Pass/Fail	Date

Total Scores:	Pass/Excellent		Pass/Competent		Fail	
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University use only:		
Part 4 Reflective component	Pass/Fail	Signature of university lecturer
		Date

Overall placement mark	Pass/Fail
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If this booklet is misplaced please send to the address below, or email hhsplace@essex.ac.uk

Placement Administrator
School of Health & Human Sciences
University of Essex
Wivenhoe Park
Colchester
Essex
CO4 3SQ

Practice Education Placement Student Induction Record

Health & Safety

Duties of Placement Providers

'Under the Health and Safety (training for employment) Regulations 1990, students participating in work experience are regarded as the placement providers' employees for the purpose of health and safety. Providers must therefore ensure, so far as it is reasonably practicable, the health, safety and welfare at work of all their employees'.

Please note: for any incident affecting the student's health or safety, please attach a copy of the incident form completed.

On day 1 of the placement the student has been given information relating to:

	Date completed	Educator Initials	Student Initials
• The named person to go to in the event of difficulties			
• Information about the bleep system (where appropriate) and relevant emergency telephone numbers			
• Emergency procedures, including Cardiac Resuscitation Procedures, Fire and Security			

Also during their induction period, the following policies and procedures have been made available to the student:

	Date Completed	Educator Initials	Student Initials
• Incident Reporting			
• Health & Safety including COSHH			
• Manual Handling, Infection Control & Fire			
• Harassment and Bullying			
• Equal Opportunities			

NB. This should not replace but be in addition to, the student information pack

Record of contact with University

Initiated by:	Person contacted:	Date and method:	Response received:

If you have any concerns/issues regarding this student please phone 01206 874557 as soon as possible.

Part of induction is the **learning contract** completed by the student and the practice educator and is included below. This is intended to assist both students and clinical staff in identifying individual needs and in planning the progression of the placement. Please be aware that students with identified special needs should be assessed as to whether they can achieve the learning outcomes only once they have been given the extra support they require.

Student expectations discussed **Practice Educator expectations discussed**

Personal Placement Needs and Aims		Identified Specific Learning Needs
Needs identified before placement starts or following previous placement (to be completed by student prior to placement)		I have disclosed a disability or specific learning need to my educator. Yes/No Date: Sign by educator: Sign by student: If yes, the ways in which this may impact upon my learning experience have been identified and discussed. Strategies to be implemented include:
Current placement needs and aims (Agreed in discussion with Practice Educator)		Resources Available in the Department (Identified by discussion with practice educator)
1		
2		
3		

Reflection on Achievement of Learning Contract

Interim (to be completed by student)		Final (to be completed by student)
1		
2		
3		

Please attach additional sheets if you require more spare for your reflections.

Part 1

Failure of any objective in part 1 will override part 2, 3 and 4 of the assessment and cause the student to fail the placement. If there are concerns relating to the Student's performance in Part 1, please contact the University immediately on **07775753766**.

Record of warnings must be completed in situations where there are concerns relating to safety or professional behaviour and must be signed by both Student and Practice Educator.

Learning Outcome 1	Fail
1). Integrates health and safety legislation into speech and language therapy practice taking account of local policy and procedures.	Fails to apply knowledge of departmental health & safety policy to specific patient groups/conditions (e.g. infection control, moving and handling, hazard control and risk management). <ul style="list-style-type: none"> • Persistently fails to protect self or use protective equipment correctly. • Is unaware of or disregards the contraindications of treatment. • Persistently applies treatment techniques and handling skills in a way which puts patient and/or self at risk. • Is unreliable in reporting and often fails to tell the educator about adverse findings and/or patient complaints. • Persists in unsafe practice despite verbal instruction and/or warnings.

Record of warnings given:
 Any entries should be dated and signed by both the student and the clinical educator.
 NB. A warning in this section would usually trigger a Danger of Failure procedure.

Part 1: Learning Outcome 1 Signed / dated:	Pass		Fail	
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Learning Outcome 2	Fail
2) Demonstrates non-discriminatory practice.	May exploit the mutual trust and respect inherent within a therapeutic relationship. Persistently fails to uphold, the rights, dignity and autonomy of patient's, including their role in the diagnostic and therapeutic process

Record of warnings given:
 Any entries should be dated and signed by both the student and the clinical educator.
 NB. A warning in this section would usually trigger a Danger of Failure procedure.

Part 1: Learning Outcome 2 Signed / dated:	Pass		Fail	
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Part 2 Learning Outcomes:

This part contains three areas of practice (sections) on which the student is assessed.

- Interpersonal and Interprofessional Skills
- Professionalism
- Treatment / Management

Learning outcomes have been identified and listed for each section. The learning outcomes indicate what the student should have achieved by the **end** of the placement. Students are expected to progress in their learning and achievement across the course of the placement; they may achieve progress at different rates.

The interim and the final assessments should take the form of collaborative discussion between the student and their practice educator; space is provided for additional comments at both interim and at final assessment. If a particular learning outcome is not applicable within that placement, then it can be noted as such and signed by the practice educator in the additional comments box.

The interim assessment is an opportunity for formative feedback (informing the student and Practice Educator as to the progress the Student is making). Practice educators record a student's achievement against learning outcomes as

Descriptor	Action
'exceeding' expected level	Student and Practice Educator reflect on student's strengths at this stage of the placement and consider extension activities.
'meeting' expected level	Student and Practice Educator reflect on continued development needs
'working towards' expected level	Student and Practice Educator devise action plan to support achievement
'at risk of failure'	Student, Practice Educator and University Lecturer convene meeting to address concern; a Danger of Failure process must be triggered.
N/A to Placement Setting	Reflective discussion held as to why N/A within placement setting. Learning outcome should be carried forward to next placement.

If it is identified at interim assessment or at any other time that the student has learning needs which may give rise to a Danger of Failure then the Practice Educator should contact the University Speech and Language Therapy Team immediately to arrange a three way meeting and the implementation the Danger of Failure Process

Final Assessment is the summative assessment of the student's performance (evaluating the student's skills).

By the end of the placement the student should be able to demonstrate the achievement of all the following Learning Outcomes:

Level	Description
Pass-competent	Student has completely passed the learning outcome for their current stage of training.
Pass – excellent	Student has demonstrated excellent ability for their current stage of training (area of relative strength)
Fail	Learning outcome not achieved – initiate retrieval placement process.

Interpersonal Skills	Interim Progress				Final			N/A
	Exceeding	Meeting	Working Towards	Risk of failure	Pass – excellent	Pass – competent	Fail	Reflective discussion held
1. Explore how personal communication may be adapted (e.g. using non-verbal techniques) to meet children’s needs (e.g. physical, social, cognitive, psychological) Evidence:								
2. Be comfortable and relaxed in the company of children. Have the interpersonal skills to engage children in cooperative activity. Evidence:								
3. Able to communicate and work cooperatively with children’s parents / carers, where appropriate, responding to feedback and information. Evidence:								
4. Able to communicate and work cooperatively with education staff, where appropriate, responding to feedback and information. Evidence:								
Totals to complete								
Additional Comments if applicable (e.g. 2 – exceptional skills in interacting with children across year groups)								

Professional Knowledge	Interim Progress				Final Achieved			N/A
	Exceeding	Meeting	Working Towards	Risk of failure	Pass – excellent	Pass – competent	Fail	Reflective discussion held
<p>1. Consider background knowledge (including linguistics, sociology, psychology and biological sciences) to understand observations of typically developing children drawing inferences regarding their;</p> <ul style="list-style-type: none"> - communication profile (including behavioural analysis) - interactions with peers - interactions with adults - levels of motivation - learning <p>within the education environment.</p>								
Evidence:								
<p>2. Understand the role and scope of SLT within the educational setting.</p>								
Evidence:								
<p>3. Understand the importance of involving parents / carers in the child's education</p>								
Evidence:								
<p>4. Understand the role of other professionals involved within the educational setting (e.g. teachers, classroom assistants and specialist staff).</p>								
Evidence:								

Professional Knowledge	Interim Progress				Final Achieved			N/A
	Exceeding	Meeting	Working Towards	Risk of failure	Pass – excellent	Pass – competent	Fail	Reflective discussion held
5. Understand terminology used in the education service and request clarification where needed.								
Evidence:								
6. Explore different methods of data collection and recording (e.g. quantitative, qualitative); developing skills to record appropriate information from the educational placement while respecting confidentiality.								
Evidence:								
7. Understand the importance of maintaining confidentiality and seeking informed consent (including additional consent required for audio recording).								
Evidence:								
8. Be aware of factors that may impact on education and learning (including culture, age, ethnicity, gender, religious beliefs and socio-economic status) and the ways in which these are accommodated within a non-discriminatory education system.								
Evidence:								
Totals to complete								
Additional Comments if applicable								

Application of knowledge and skills	Interim Progress				Final Achieved			N/A
	Exceeding	Meeting	Working Towards	Risk of	Pass – excellent	Pass – competent	Fail	Reflective discussion held
<p>1. Make accurate records of child language interactions under a variety of circumstances; begin to use basic language sampling and linguistic analysis of typically developing children’s speech and language (e.g. broad phonetic transcription at a single word level).</p> <p>Evidence:</p>								
<p>2. Be aware of the health and safety policy within the placement school, observing health and safety policy at all times.</p> <p>Evidence:</p>								
<p>3. Manage own time efficiently demonstrating good time keeping and attendance and meeting work deadlines.</p> <p>Evidence:</p>								
<p>4. Recognise and reflect on the strengths and limitations of your personal and professional knowledge and skills and be able and willing to request advice where appropriate.</p>								
<p>Totals to complete</p>								
<p>Additional Comments if applicable</p>								

Part 3: Skills Checklist

To pass this component the student must have actively sought and engaged in relevant activities relating to the skills below. The student must have carried out the skills safely and effectively with appropriate clinical reasoning, as relates to the nature of the placement. (N.B. The practice educator will have assessed the student's ability with practicing these in Part 2 of the placement assessment. The University Lecturer will assess the student's written log and reflective commentary.) Where a skill cannot be reasonably achieved at the placement setting a reflective discussion will be held between the practice educator and the student and the skill highlighted for the student's next placement. This checklist should be cross referenced with the student's placement log and reflective commentary.

	Skill experienced/ Carried out If X, reflective discussion as to why N/A within current placement setting ✓ / X	Cross reference to written skills log and reflective commentary (marked by University Lecturer)
Skills related to Interpersonal Skills		
Interaction with child		
Interaction with staff		
Staff meeting or activity		
Skills related to Professional Knowledge		
2.1 Exploring staff roles		
2.2 Interaction with parent		
2.3 Ethnic diversity		
2.4a Interactions of children – observation of child peer-peer language interaction		
2.4b Interactions of children – observation of child-teacher interaction		
2.4c Interactions of children – observation of child language interaction with yourself		
Involvement of the various professionals within the school		
Skills related to Treatment and management		
3.1a Access to policies – Health & Safety		
3.1b Access to policies – Ethnic Diversity		
3.1c Access to policies – Other		
3.2 Specialist Terminology		

Practice Educator Signature:

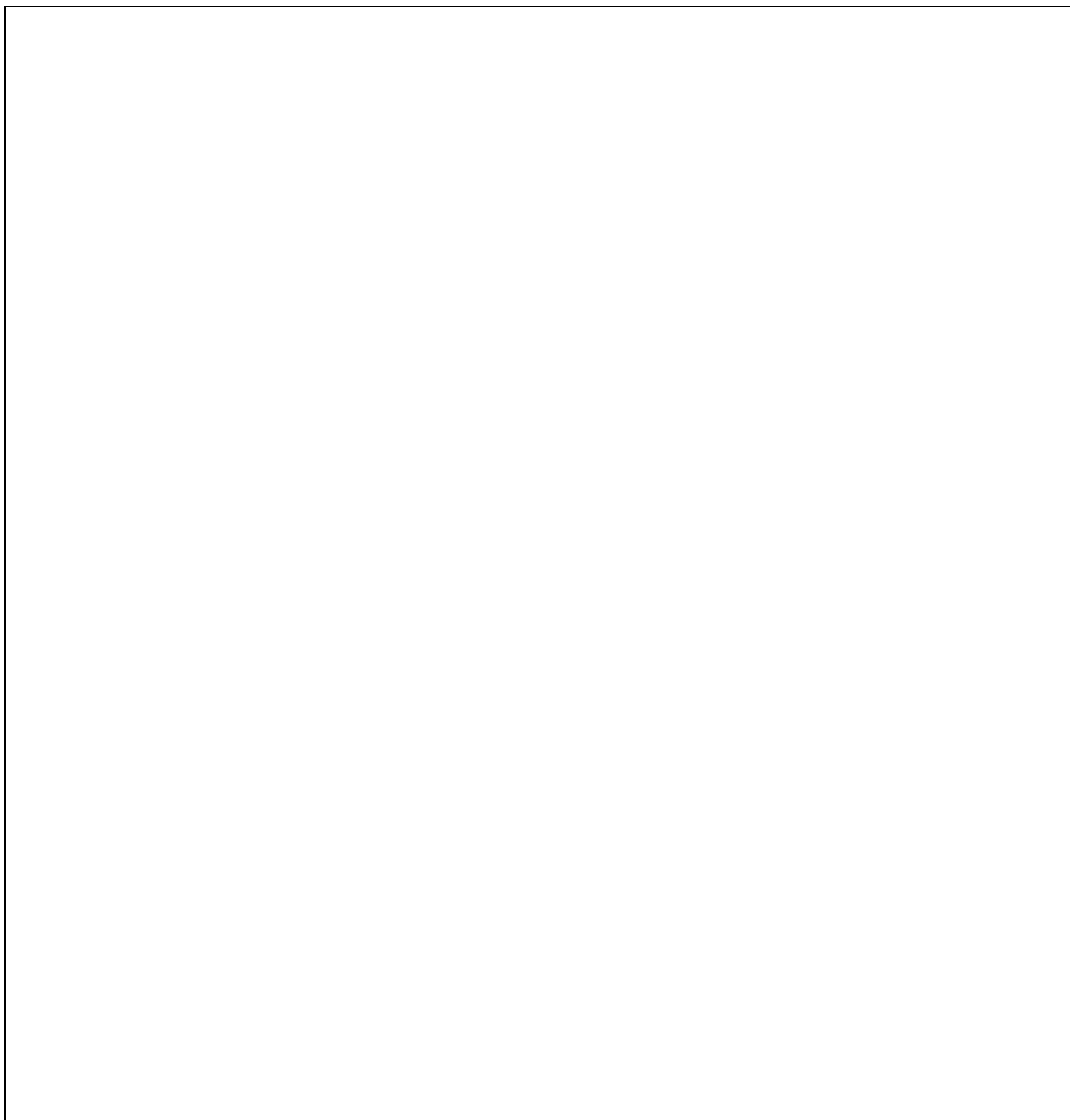
Date:

January 2016

Recommendations / Action Plan for Future Learning / Practice Placements

This section should be completed collaboratively by the Student and Practice Educator with the aim of facilitating the student's continuing development (CPD). This should include **strengths and areas for development** which the Student can take forward into their next practice placement experience.

All written comments must be discussed by the Student and Practice Educator before the document is signed.



Please photocopy this page before final hand-in to direct your future learning

Practice Educator's Summing Up comments

Student Name:	
Placement Setting:	

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Name of Practice Educator:	
Signature of Practice Educator:	
Date:	

Student Signature:	
Date:	

NB. Please ensure you have also signed the front page of this assessment document.

Part 5 – Record of Clinical Hours Completed

The university is required to ensure that all students have the opportunity to complete a total 150 sessions / 575 hours of placement experience. The Student completes this record but **the Practice Educator should monitor and sign** that the record is accurate.

This placement equates to 16 sessions (where a session is 3.5 hours), 8 days or 56 hours in total.

If not completed, you will be contacted by the Student or relevant University to clarify the Student’s clinical sessions and hours.

Day	Date	Sessions	Hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
Additional Days			
Additional Days			
		Total:	Total:

Absences and Reasons:
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I confirm that this is an accurate record of the hours completed by the student.

Name of practice educator:	
Signature of practice educator:	
Date:	

Student name:	
Signature:	
Date:	