
Clinical Placement Support:
Helping to get the best from your Practice
Placements.

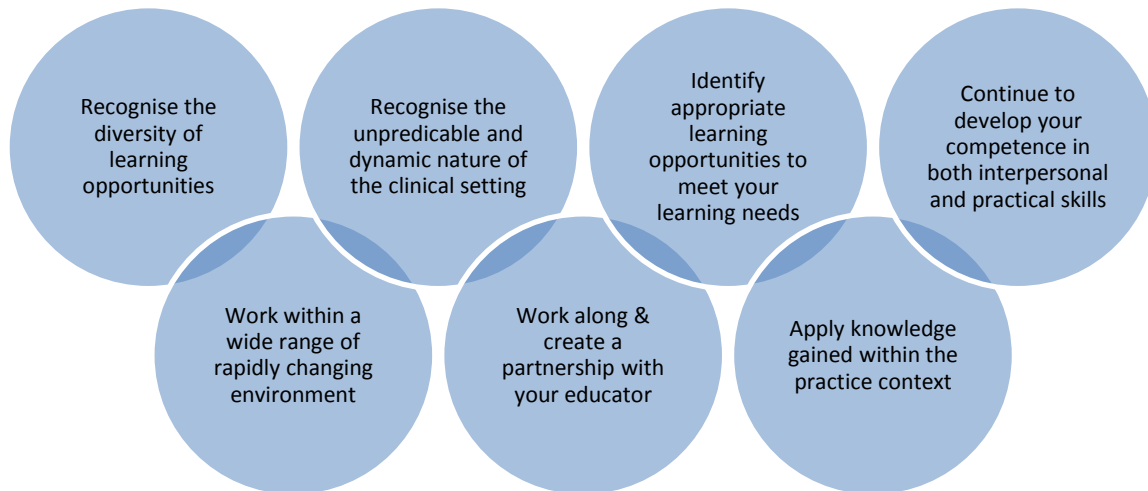
Aims

This booklet is designed to:

- Provide clear guidance regarding how to maximise the placement opportunities
- Optimise the effective use of CPD tools to allow for active learning
- Improve the recognition of the potential learning experiences to enhance effective education
- Develop personal responsibility for directing your own learning and valuing the placement experiences

Effective Practice Placements

Effective practice placements promote learning and should help you to:



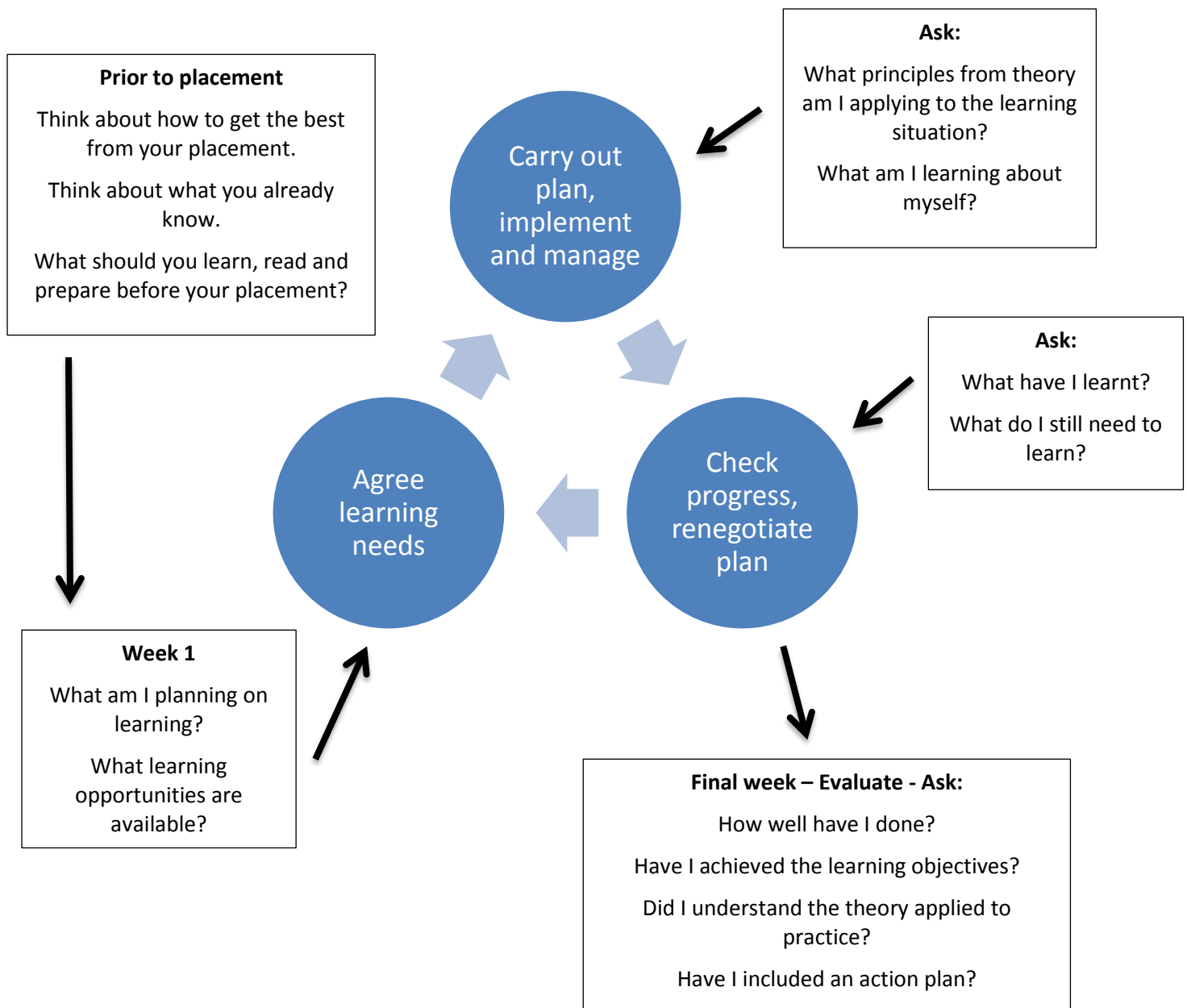
Responsibilities

Practice placements are essential to complete the Physiotherapy programme and gain professional registration.

Before Placement	During Placement	After Placement
<p>Read the module handbook</p> <p>Recognise the purpose of the placement experience</p> <p>Ensure you are clear regarding the expectations</p> <p>Contact the placement</p> <p>Ensure professional behaviour re: punctuality, attitude, uniform</p> <p>Maintain confidentiality</p>	<p>Be proactive in seeking out experiences</p> <p>Demonstrate willingness to work as a team</p> <p>Adopt a questioning, reflective approach to your learning</p> <p>Use your educator for guidance and support</p> <p>Seek help from visiting tutor to ensure achievement of learning outcomes</p> <p>Give and receive constructive feedback</p> <p>Reflect on your progress to increase self-awareness, confidence and competence</p>	<p>Evaluate your achievements</p> <p>Evaluate the placement itself</p> <p>Ensure that all practice placement documents and assessments are submitted on the due date</p>

Getting the best out of practice placements

It is essential that you start planning for your learning experiences before you attend the placement. You then must plan your learning objectives with your clinical educator and then continue to review and plan. This will enable the development of clinical skills and facilitate the integration of theory with practice.



Continuing Professional Development Proformas and Tools:

The table below indicates the CPD proformas and tools that are available for you to complete and assist with your own development. These can be used to provide evidence of your learning, knowledge and skills, and CPD. These are all available on VITAL, Physiotherapy Course Information, Practice Placement and CPD information.

The CSP have provided many useful tools to assist CPD and they have developed the CSP ePortfolio which you may find particularly useful.

Name of Proforma	Purpose
Placement Objectives	To record your long term objectives for the whole placement (or one area of placement) Record using SMART
Weekly objectives	To break down the long term objectives into achievable weekly tasks. To record objective identified either by yourself or your educator as the placement progresses. Record using SMART
Learning opportunity log	A tool to record the different learning opportunities you have been exposed to in a placement area. To keep a record of experience. This can be used to plan objectives, identify gaps in experience or show progress of skill / knowledge
SWOT analysis	A tool to identify your own strengths, weaknesses, opportunities and threats. This can be completed for a placement area, a condition or even an assessment / treatment. This information can then be used to plan objectives.
Reflective practice proforma Reflecting on a key learning incidence	A tool for recording your reflective practice. Ensure that the correct depth of reflections achieved and action plans are included.
Self-evaluation tool	To review your own performance against the CAT document to determine which mark you should be achieving by considering your evidence of success. Ensure appropriate action plans are completed focused on development and SMART.
In-service / conference / study day record	A tool to record any training you have received with the focus on application to practice.
The importance of learning from success Assessing your new expertise	Proforma to record your learning and expertise. The focus is regarding application to practice.

Checklist to assist in your preparation for clinical placements and progression within the placement

Prior to placement

Responsibilities	Yes	No	Comments / action plan
Reviewed your placement template and aware of the different hubs and spokes?			
Collected your CAT document			
Reviewed your travel arrangements			
Ensured uniformed is clean and appropriate			
Telephoned your clinical educator one week before start of placement			
Confirmed start time, additional reading and any initial expectations			
Printed appropriate CPD proformas from VITAL			
Review your strength and weaknesses and complete a SWOT analysis			

Orientation / first week of placement

Responsibilities	Yes	No	Comments / action plan
Reviewed induction pack provided			
Understand emergency policies and procedures			
Aware of issues related to confidentiality, record keeping and professionalism			
Aware of potential learning opportunities			
Aware of any recommended reading			
Agreed timetable / mechanism for feedback			

Discussed and agreed placement learning outcomes			
Times agreed for formative feedback with educator and visiting tutor			
Review sickness report procedures and ensure you have the correct phone numbers available			

On-going placement responsibilities

Responsibilities	Yes	No	Comments / action plan
Review weekly learning objectives			
Plan additional learning requirements			
Complete learning logs regularly			
Complete regular reflective logs			
Prepare for formative assessment meetings			
Seek out learning experiences			
Attend University tutorials when required			
Ensure arrangements are made with visiting tutor and educator for formative and summative assessments			

References:

Chartered Society of Physiotherapy (2013) CPD Habits: an information resource pack. CSP London www.csp.org.uk/championing-cpd

Royal Collage of Nursing (2006). *Helping students get the best from their practice placements. A royal college of nursing toolkit*. London. www.rcn.org.uk