



## Students in Placement – General & COVID secure FAQs

### General FAQs

<b>Q1</b>	<b>Can I take annual leave/holiday during placement blocks?</b>
	Holidays are not permitted during placement blocks as these are counted as part of your term. Holidays should be kept to your holiday/leave time set out within your academic year. In exceptional circumstances, leave may be granted within placement time, but this <b>MUST</b> be authorised by your university and SWAST once we are aware of the authorisation we will then honour this.
<b>Q2</b>	<b>I don't feel like I work well with my practice educator, what can I do?</b>
	<p>Firstly, always have a conversation with your practice educator about your concerns. It can feel a bit tricky, but once the conversation starts you may find that it will resolve a lot, if not all of your worries. Having an open and honest conversation may highlight areas that both you and your practice educator were not aware or conscious of.</p> <p>If following on from this you continue to feel that there are problems, talk to your university and practice placement team who will engage in a tripartite process to help support you in making changes, and if necessary, review who your practice educator is with the view to potentially placing you with somebody else.</p>



<b>Q3</b>	<b>I have a C1 category on my driving licence, can I drive trust vehicles?</b>
	<p>Having a C1 category on your licence is not the only requirement to drive an ambulance operationally. Students are permitted to drive trust vehicles during placement hours, however, to do so you must have successfully completed a Trust approved emergency response driving course before driving is permitted. There are guidelines set out within the driving policy that must be adhered to when allowing this, so please review this for further guidance. Students should not prioritise driving over patient care, if a patient is on board then the student should remain with the patient for clinical exposure. Students must not drive RRV's or DCA's unaccompanied. An exception to this rule is when the student is on placement on a RRV or DCA and the mentor of that RRV or DCA for clinical reasons needs to travel in the attending ambulance with a patient on route to hospital. In this circumstance the student may drive another Trust vehicle to hospital to meet their clinician. In this instance, the vehicle must be booked unavailable for emergency work and the student must not drive under emergency conditions. In other exceptional circumstances it may be appropriate for a student to drive a Trust vehicle unaccompanied, but such instances should be approved by the Duty Bronze Officer in each case. More information on this can be found under the 'Driving Policy' on the intranet (available at: <a href="http://intranet.swast.nhs.uk/Downloads/SWASFT%20downloads/DrivingPolicyV1.pdf">http://intranet.swast.nhs.uk/Downloads/SWASFT%20downloads/DrivingPolicyV1.pdf</a>)</p>
<b>Q4</b>	<b>How can I give feedback of my placements?</b>
	<p>Feedback is incredibly important, it allows us to see what is going well with placements within SWAST as well as looking at areas that require changing or reviewing. We are currently working on a process for you to feedback directly to SWAST. More information will be given to you when in place. You can also relay your feedback to your student rep for your cohort/year, which will then be discussed on your behalf at their regular meetings with the practice placement team.</p>
<b>Q5</b>	<b>Will I have to travel far for my placement?</b>
	<p>ROC work really hard to ensure that all placements are within a suitable area. Due to the amount of practice educators available to the ratio of students that we accommodate, it is not always guaranteed that you will be in your preferred or closest station. ROC will keep you as close to your given address as possible. The address you supply on your ESR record is what ROC use when placement planning, so please remember to make sure that this is kept up to date.</p>



## COVID secure FAQs

<b>Q1</b>	<b>Have placement arrangements changed because of COVID-19?</b>
	<p>As Covid-19 still remains in circulation, some things about placements may be different in 2020/21. For example, there is likely to be extra emphasis on risk assessment of individual students, there will be greater use of personal protective equipment (PPE) and you might make greater use of simulation or technology. Consideration is being given for the placement opportunities to be undertaken in a variety of different stations, locations and departments to ease with COVID secure station arrangements. We have been closely working with operations, ROC and our partner universities to ensure that the safety of all is maintained. In some cases we may have to temporarily postpone placements for some cohorts. We will work very hard to avoid this, and it will be only occur as a final option to maintain the safety of both students and staff.</p>
<b>Q2</b>	<b>Is clinical placement for the students safe?</b>
	<p>Naturally, while Covid-19 remains in general circulation, no placement can be entirely risk-free (this was also true before the current pandemic). This is why the risk assessment process is important.</p> <p>The trust student in placement risk assessment has been amended to take into account all the new COVID secure measures that have been put into place throughout the trust, both at an organisational and station level. Operations teams have been involved in ensuring that station risk assessments have been conducted and numbers of staff on stations have been taken into consideration when planning student allocations.</p> <p>Individual risk assessments will also be carried out for students by their respective universities, and risks identified will be dealt with through their occupational health teams. As a student, please ensure your practice educator is aware of any potential concerns raised following your assessment.</p>



<b>Q3</b>	<b>I have been told I am at an increased risk, what does this mean for the incidents that we attend?</b>
	Each of the students who present into this category would have been spoken to by the university Occupational Health team. Speak with your practice educator to let them know what advice you have been given and they will support you in implementing this. It may be that you have to sit in the front of the vehicle while confirmed COVID or AGP cases are dealt with. Whatever you have been advised to do, please ensure that you are supported and raise any concerns with your PPC.
<b>Q4</b>	<b>I am from a BAME background, should I be having a "Your Review" meeting with the operations team?</b>
	Yes. Please do have this conversation with your local operations team who will carry out this review for you. Convey any concerns back to the Practice Placement Coordinator (PPC) for your university to ensure you are supported fully.
<b>Q5</b>	<b>Are we being FIT tested and Hood trained?</b>
	Yes. This is being completed prior to commencement of your placements by trust trained FIT testers on all available masks within your areas. All results are being recorded via the central recording sheet on the intranet and results held centrally. FIT testing is due to cease for all roles (students, paramedics, HART) by March 2021. You will however, still be required to have powered hood familiarisation and you must complete the survey following this (can be found here: <a href="https://www.smartsurvey.co.uk/s/resphoods/">https://www.smartsurvey.co.uk/s/resphoods/</a> ). Powered hoods are being kept on all vehicles with enough to accommodate students as part of the crew (3 hoods on DCAs, 2 hoods on RRVs).
<b>Q6</b>	<b>I start experiencing signs and symptoms of COVID, what process do I follow?</b>
	Please book sick as you normally would via the sick line (0300 033 1331, Opt 1). In addition to this students will follow the same procedures as per all employees of the trust and have testing available to them to arrange this please contact your local CCC. If you have concerns raised to you, please speak with your local county coordination centres who will advise you further. Please also raise this with your university and PPC for awareness.



<b>Q7</b>	<b>What happens if the COVID-19 infection rates go back up or there are local lockdowns?</b>
	<p>Local health and social care services may have to respond to future waves of Covid-19 infection and local scenario planning is happening now. It is conceivable that this could affect student placements but HEIs and placement providers aim to keep arrangements as normal as possible for students in any future waves.</p> <p>Healthcare students are considered to be essential workers. This means that you should be able to access childcare for school age children during a lockdown and travel to your placement.</p>
<b>Q8</b>	<b>I am not with my practice educator for all of my shifts, why?</b>
	<p>This has been done to enable COVID secure environments on stations. To effectively manage the increases in numbers that student placement brings, there may be the requirement to place a student with alternative practice educators on different stations for a period of time.</p>
<b>Q9</b>	<b>How will not having them affect completion of my documentation?</b>
	<p>Initially be guided by your university, some of our partner universities have adapted their sign offs to reflect the changes in placement provision Your practice educators will be made aware of any new or changed processes and what this means. Any additional guidance that you might have from your HEI will be of value to your PE, so share and discuss this with them. We are also working with trust PPEd's and LDO's to offer you both guidance and support to enable competency sign off.</p>
<b>Q10</b>	<b>If my placement is postponed, how will I complete my required hours?</b>
	<p>This is something that we understand will be a worry, and something that we continue to work very hard on to ensure that we get the correct balance of placement opportunity, placement quality and the safety of all our staff and students. We are closely liaising and working with all of our partner universities, discussing the best way to support students within placements.</p>