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# Clinical Placement Assessment Guidelines

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# Learning Outcomes for this session

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- **By the end of this presentation you will be able to;**
- **Review and be aware of the minimum expectations required for each student group**
- **Confidently assess and complete the clinical paperwork for students in accordance with the criteria of expected standards**
- **Follow the guidelines for underperforming students**



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# Assessment



# Clinical Assessment - General

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- **Staff must comment on the students' abilities rather than their traits**
- **Describe their progress throughout placement**
- **Be aware of the minimum standard in clinical handbook**
- **Give descriptions to support ticks given**
- **Sign the form from the team and not one person**
- **Contact us at TCD if there is any queries or the Links**



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# Supervisor Guidelines

# Guidance Document for Supervisors



## Guidance Document for Supervisors detailing the level of expected performance for each year

\*\*\*\*\*Use in conjunction with Standards of Competency for Radiation Therapy Students document\*\*\*

Criteria	Year 1-JF	Year 2-SF Summer	Year 3- J5 Semester 1	Year 3-J5 Summer	Year 4
<b>Practice Knowledge</b>	Demonstrates basic facts about RT treatment and patient management	Demonstrates knowledge of the key principles and concepts in RT treatment and patient management	Demonstrates knowledge and understanding of some complex facts and concepts in radiation therapy treatment and patient management	Understands breadth of complex facts and concepts in radiation therapy treatment and patient management and is able to analyse them	Understands, evaluates and critiques complex concepts and principles. Can justify principles, protocols and hypotheses.
<b>Degree of independence</b>	Consistently requires supervision in patient set-up however demonstrates initiative	Some dependence on instruction in patient set-up however demonstrates ability to use initiative and create a rapport with patients and assist as necessary	Sometime requires direction or correction when setting up patients or managing patients.	Occasionally requires direction or correction when setting up all routine patients. Rarely requires assistance when managing routine patients.	Independent
<b>Time efficiency</b>	Consistently requires additional task time to complete routine tasks on	Regularly requires additional task time on the treatment unit.	Occasionally requires additional task time on treatment unit to complete a tasks	Rarely requires additional task time to complete all tasks on the treatment unit.	Time efficient

# Guidance Document for Supervisors



	the treatment unit but not excessive time.				
<b>Professional/clinical reasoning</b>	Limited to comprehending fundamental professional considerations	Requires assistance to identify and solve problems. Asks questions to build on clinical reasoning.	Often requires assistance to identify and solve complex problems. Has developed basic clinical reasoning.	Rarely requires assistance to identify and solve problems. Has developed good clinical reasoning.	Consistently identifies and solves most problems without assistance.
<b>Task ability</b>	Performing simple tasks and involved in patient set-up	Regularly focuses on practical clinical skills and demonstrates the ability to set up a routine patient under supervision.	Focuses on performing key clinical tasks (patient set-up and management) and begins to consider all surrounding factors and complexity.	Performs all key clinical tasks with ease and has consideration for all surrounding issues within the treatment unit.	Consistently performs all key tasks (accurate patient management patient treatment) and is able to integrate and manage complex issues within the treatment unit.
<b>Interpersonal skills</b>	Demonstrates capacity for working as a team member. Adequate and respectful communication in current setting.	Demonstrates effective contribution to a team. Awareness of professional behaviour and conduct. Shows a capacity for effective communication with team and patients.	Regularly demonstrates adherence to professional conduct and effective communication in a range of settings within the treatment unit.	Consistently demonstrates adherence to professional conduct and effective communication in a range of settings including multi-disciplinary teams.	Highly developed teamwork and communication skills in a breadth of settings. Works as a member of team and takes on initiative.

# Expected Standard Level- Described

General description and summary of attainment level for each year	
<b>Year 1 –JF</b>	Capable of interacting in the workplace in a professional manner. Demonstrates clinical skills under close supervision. Demonstrates beginner level professional patient interaction
<b>Year 2 –SF</b>	Demonstrates advanced professional patient and team interaction. Expanding range of clinical skills performed under close supervision. Capable of safe practice under supervision. Demonstrates limited independence in some clinical skills, and basic clinical decision making.
<b>Year 3 Semester 1 –JS</b>	Requires some supervision to demonstrate safe practice in routine procedures. Demonstrates functional clinical reasoning skills in simple situations. Aware of own limitations. Can set own personal goals.
<b>Year 3- Summer-JS</b>	Requires minimal supervision in a limited range of contexts and skills, adapting concepts, skills and procedures to meet situational factors. Demonstrates an appreciation of own limitations and can set personal goals. Is competent in patient management and technical skills.
<b>Year 4 Semester 2-SS</b>	Exhibits independence and competence in a breadth of skills and contexts, adapting concepts, skills and procedures to meet situational factors. Can provide theoretical, defensible arguments for their own interpretations and adaptations. Can engage in productive critical reflection.





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## HOW TO ASSESS students on clinical placement?



# 3<sup>rd</sup> Year- JS

## Competencies for 3<sup>rd</sup> Year Radiation Therapy Students

### Year 3 (JS)

By the end of 3<sup>rd</sup> year students should:

- Be competent to complete all in treatment room procedures
- Be technically competent and be able to set up patients for any of the main cancer sites (Breast, Prostate, Head and Neck, Central Nervous System (CNS), Gynecological, Thorax, Abdomen, Bladder, Colorectal)
- Begin to review images under the guidance of Radiation Therapy staff (Third year Summer)
- Advise patients on the most appropriate management of side effects and consider the patient psychosocial needs and refer as appropriate.
- Conduct introductory talks for new patients of any of the main cancer sites
- Be professional at all times

# 4<sup>th</sup> Year- SS

## Competencies for 4<sup>th</sup> Year Radiation Therapy Students

### Year 4 (SS)

By the end of 4<sup>th</sup> year students should **be competent in all areas**. They must demonstrate the ability to

- Be competent in all aspects of patient set-up and be able to problem solve and complete any patient set-up of any of the main cancer sites
- Participate as a full member of the team in managing the daily workflow on the unit
- Competent in evaluating and managing patients' side effects throughout their treatment by demonstrating the ability to problem solve atypical situations and be able to manage appropriately
- Participate in online image review on a continuous basis under the guidance of radiation therapy staff.
- Competent in the delivery of introductory and last day talks to each patient demonstrating the ability to adapt as necessary.
- Accurately complete all steps at the console to the point of 'Beam On'
- Professional at all times

# Clinical Assessment Form-JS and SS

<b>Student must pass each element of Professionalism.</b> <i>(If Failed in any of the sections below, the student fails the entire placement)</i>		
<b>Professionalism</b>		
<b>Student Skills</b>	<b>Pass</b>	<b>Fail</b>
Professional Appearance		
Attendance		
Punctuality		
Courtesy, Attitude and Respect		
Reliability		
Respected protection laws and patient confidentiality		
Demonstrated good hand hygiene practices		
Completed the required daily symptom check daily, returned it and did not present to placement with symptoms ( to be completed by module co-ordinator only)		
Demonstrated knowledge of health and safety procedures (e.g. Fire, infection and emergency procedures and location of all emergency equipment)		
<b>OVERALL COMMENTS:</b>		

# Clinical Assessment Form-JS and SS

## Assessment of Technical Knowledge and Ability

<i>Assessing all aspects of patient set up</i>					
<b>The student:</b>	Unacceptable	At expected standard	Above expected standard	Well above expected standard	Exceptional
Communicated effectively and worked as a team member in positioning the patients ( <i>positioning refers to both manual manipulation and also positioning applicable to SGRT procedures</i> )					
Could accurately position patients in a reasonable length of time					
Moving and handling patients in an appropriate and safe manner					
Used the correct accessory devices on this placement					
Used the correct immobilisation devices for each patient on this placement					
Performed the final checks (SSD, Bolus, MLCs...) and verbal confirmation of setup parameters in the treatment room					
Accurately completed all steps at the console to the point of 'beam on' ( <b>fourth year only</b> )					
Was able to participate in on-line or off-line image matching ( <b>from JS Summer onwards</b> )					
Participated in vivo dose verification procedures					
Displayed knowledge of the principles of the techniques used and the reasons for any changes made					

**Please comment.**

:

- Comments are essential.
- Need to document what the student did well and what needs development
- Need to be constructive
- Need to mark students according to the level they are-they can be excellent in third year as they are excellent for third year level but this does not mean competency in JS
- In SS, this would mean a student is competent

# Clinical Assessment Form-JS and SS

Assessment of Patient Management					
<i>Ability to assist patients in all aspects of patient care</i>					
<b>The student:</b>	<b>Unacceptable</b>	<b>At expected standard</b>	<b>Above expected standard</b>	<b>Well above expected standard</b>	<b>Exceptional</b>
Knew the <b>local practice</b> of patient identification and showed their ability to do this, appropriately during placement					
Communicated effectively with patients and relatives as appropriate.					
Appropriately assisted and supported patients throughout treatment procedures					
Evaluated patients' physical signs and symptoms and reactions to treatment and was aware of possible psychosocial issues					
Displayed an ability to discuss the appropriate management of side effects with patients and reported problems/queries to the RT team as appropriate					
Followed good hygiene practices and infection control policies					
<b>Please comment.</b>					

# Clinical Assessment Form-JS and SS

## ESSENTIAL ELEMENT TO BE COMPLETED Summary or Continuous Assessment

The function of this assessment is to **solely** assess if this student has learned to **set up patients** who are representative of the techniques **most commonly seen** on this unit (based on what they observed on this placement)

Guidelines:

- RT team to pick a suitable patient towards the end of this placement or to continuously assess the student throughout placement.
- During this assessment or continuous assessment the student **must position the patients** not use the controls
- **Your comments are essential** to identify the student's capabilities

Please comment on the student's technical abilities, considering the following:

E.G. Was the student able to:

- Identify the area being treated,
- Align lasers with patient reference marks and apply moves if applicable (know what to do – if off, rotate pt .....etc)
- Understand and use correct terminology (ant, post, sup, inf.....) when positioning the patient

Were the aims and objectives, outlined at the beginning of this placement, fulfilled and please comment on the student's progress throughout their time on the unit?

Please comment: (To be filled in by RT)

Comments:

RT:

**This section needs to be completed- clearly state the standard of the student at the end of their placement and how they progressed during it. No need to make comments on future just state the facts of the placement**

Student signature: \_\_\_\_\_

Signature of team: \_\_\_\_\_



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# SF





# SF- 2<sup>nd</sup> Year



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## Year 2 (SF)

By the end of placement in 2<sup>nd</sup> year, all students should **participate fully in the basic set up of patients**. They need to demonstrate their ability to:

- Read the treatment sheet and prepare the treatment room appropriately (following health and safety procedures)
- Call and identify the patient correctly according to local protocol
- Check patient's condition (communicates well with the patient) and ensure that the patient has complied with pre-treatment preparation by accurately checking and communicating requirements
- Set-up, position and immobilise the patient under supervision and demonstrate good communication skills with the RT team
- Accurately confirm treatment parameters on a continuous basis
- Be professional at all times

# Basic Patient Set-up

Assessment of Basic Patient Set-ups					
Student	Unacceptable	At expected standard	Above expected standard	Well above expected standard	Exceptional
Read set-up details and prepare the Treatment room or CT room appropriately (following Health and Safety procedures)					
Call and ID patient correctly prior to treatment or CT					
Communicates effectively with the patient (begins to query patient's physical signs and symptoms)					
Check patient's condition (compliance with pre-treatment preparation)					
Communicated clearly and could work as part of a team					
Accurately positions and immobilises the patient at CT or Treatment Unit (Communicates well with RT team)					
Confirm treatment parameters (prior to treatment or scan)					
Please Comment					



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**JF**



# JF- 1<sup>ST</sup> Years

## Standard of Competency for 1<sup>st</sup> year Radiation Therapy Students

By the end of 1<sup>st</sup> year placement, all students should:

- Demonstrate the ability to adhere to the Health and Safety procedures including Radiation Protection Regulations
- Participate in basic set up of patients under Radiation Therapist (RT) supervision
  - Room preparation in accordance with set-up instructions
  - Call and identify patients according to local protocol
  - Perform hand hygiene and infection control procedures in accordance with local protocol
  - Begin to develop a rapport with patients and staff
  - Begin to develop communication skills with patients and staff
  - Begin to immobilise and set-up patients accurately under supervision

# Basic Patient Set-up

Assessment of Basic Patient Set-up and Patient Management					
Student	Unacceptable	At expected standard	Above expected standard	Well above expected standard	Exceptional
Read set-up details and prepare the Treatment room or CT room appropriately (following Health and Safety procedures)					
Call and ID patient correctly prior to treatment or CT					
<b>Communicates well with the patient</b> <ul style="list-style-type: none"> <li>○ -Engages with the patient in general conversation</li> <li>○ -Recognises his/her limitations in patient interaction</li> </ul>					
<b>Communicates well with staff</b> <ul style="list-style-type: none"> <li>○ Asks questions</li> <li>○ Transfers information accurately</li> <li>○ Communicates well with team</li> </ul>					
Safely participates in patient set-up (Under supervision)					

**Please Comment:**

# Take Home Message

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- **“One style of teaching does not suit all”**
- **Be clear with a student what is expected of them**
- **Clear written comments on paperwork**
- **Criteria of Expected Standards is the minimum standard required for each student group**
- **Any concerns or issues about a student’s ability on placement must be told to the link RT or directly to me as soon as they arise.**

# Questions

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**Thank You**

