

## **Pre-Nursing Students Work Placement Preparation Policy**

It is the policy of Dunboyne College of Further Education to prepare and tutor our students in advance of them seeking a work placement in a Health Care setting.

### **Preparation Procedures**

- Each student must be registered on the Nursing Studies programme and be undertaking the required modules to meet QQI standards for Level 5 Nursing Studies. Students must then fulfil the following criteria:
  - A Garda Clearance certificate which has been obtained through the college Garda vetting officer.
  - Students must attend their own GP for a course of Hepatitis B injections. Evidence of the first two of these is necessary before beginning a work placement rotation.
  - Students must hold a current Patient Movement and Handling Certificate.
  - An Employers Liability & Public / Products Liability - Indemnity Letter to present to Host Employers
  - Students must purchase the college uniform which consists of a tunic, navy trousers and appropriate shoes.
  - Students are encouraged to complete a basic First Aid course which is facilitated by the college..
  - Adhere to all local policies and procedures while on work placement

### **During the Placement**

- The college will liaise with the placement supervisor in case any issues have arisen over the duration of the work experience.
- The work experience tutor will work with each student to assess the skills they are acquiring and how they can make the most of the placement opportunity.

### **On Completion of the Placement**

- Each student must produce a completed work experience supervisors report (provided by the college/work experience tutor). This report provides evidence that he/she has completed the required 60 hours of placement necessary to meet the criteria of QQI qualification.

- The student must ask their individual workplace supervisor to complete and sign the provided report which they must then return to the college for inclusion in final marking for the work experience module.

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