



WSLHD NURSING AND MIDWIFERY GRADSTART PROGRAM

PROFESSIONAL PORTFOLIO



Health
Western Sydney
Local Health District

INTRODUCTION

Throughout WSLHD's nursing and midwifery GradStart program you will be part of a dynamic education process that assists you to develop clinical and professional skills and knowledge with your peers and colleagues. Together you and your GradStart peers will be offered many education and development opportunities and we strongly encourage you to take advantage of them.

As health professionals and adult learners, we expect that you will be proactive in developing your learning goals and seeking out opportunities to meet them both in the classroom and at the bedside with your nursing and midwifery colleagues.

The GradStart coordinators, unit education team and your Nursing and Midwifery Unit Managers will be happy to help you to find/create appropriate education sessions to meet your clinical and professional learning goals and to help you navigate the enrolment and/or attendance requirements.

We hope that you take advantage of the many opportunities that are available for you at WSLHD and that they help you on the path to being an excellent clinician, a future nursing and midwifery leader and a life-long learner.



NATIONAL SAFETY AND QUALITY HEALTH SERVICE (NSQHS) STANDARDS

In line with the WSLHD Strategic Plan all clinical care and, by extension, clinical and professional education provided is in alignment with the National Safety and Quality Health Service Standards (NSQHS) second edition (2017).

The NSQHS Standards were developed by the Australian Commission on Safety and Quality in Health Care (ACSQHC) in consultation and collaboration with jurisdictions, technical experts and a wide range of stakeholders, including health professionals and patients.

The primary aims of the NSQHS Standards are to protect the public from harm and to improve the quality of health service provision. You can access a copy of the NSQHS Standards at the following link <https://www.safetyandquality.gov.au/our-work/assessment-to-the-nsqhs-standards>

KNOWLEDGE AND SKILL MATRIX

As registered nurses and midwives there are certain clinical skills and knowledge that underpin all clinical care and service provision. It is important during the early part of your career that you practice and consolidate your ability to apply these to your clinical practice.

We have collaborated across all clinical services and facilities in WSLHD, resulting in a standard list of skills and knowledge that we feel is essential to your development as excellent clinicians. It has been designed to focus your attention when faced with the myriad of educational opportunities available to you and it has also been designed with capacity to include individual inservices, learning packages and assessments that you may come across in your specific clinical areas or profession.

See Appendix 1.

SIMULATION BASED TRAINING

GradStart DETECT

This program has been specifically designed for the WSLHD GradStart program to assist in meeting the learning requirements of new staff members in patient assessment, documentation, clinical risk management strategies and deteriorating patient training. Attending this workshop will not only give you great information and opportunity to apply in simulated practice, it will also meet criteria for some of the mandated training sessions as well.

Topics include:

- Communication
(ISBAR/Graded
Assertiveness/Roles)
- Patient Assessment Form
- A-G Assessment
- Falls/ Delirium
- VTE
- Respiratory/Oxygen Therapy
- Sepsis
- Warm Hands, warm feet
(Cardiac Overview)
- Simulation scenarios



Note: If you are a registered midwife you will be required to attend the WSLHD FONT Training program in line with [NSW Health IB2012_042](#) Fetal Welfare Assessment, Obstetric Emergencies and Neonatal Resuscitation Training (FONT) Program.

REINFORCEMENT SERIES – DETERIORATING PATIENT

To maintain the momentum of clinical learning in the simulation space a Reinforcement Series will also be offered to all GradStart participants on a monthly basis. This a series of six (6) one-hour deteriorating patient reinforcement sessions. Each of these sessions will begin with a short facilitated discussion addressing the content area followed by a simulated session aiming for the application and reinforcement of the targeted topic. Sessions will be offered on a monthly basis at Auburn, Blacktown and Westmead Hospitals.

Month	Topic
First	Systematic Patient Assessment
Second	Roles in Advanced Life Support
Third	Respiratory Failure
Fourth	Sepsis
Fifth	Cardiac Deterioration
Sixth	Acute Bleeding

RECOMMENDED FACE-TO-FACE EDUCATION

WSLHD facilities and services all offer a wide variety of educational opportunities for face-to-face education. This may take place one-on-one at the bedside, opportunistically as you go about your work (e.g. during handover rounds) or in a formal in-service setting. Inservices are provided at ward level, facility/service level and also part of the GradStart program itself.

We encourage you to take advantage of any educational opportunity that comes your way, however this list has been created to help guide you to sessions that will definitely help you with your clinical and professional development during the GradStart year.

See Appendix 2.

QUALITY IMPROVEMENT PARTICIPATION

It is anticipated that you will be actively involved in a quality improvement activity. Suggested activities may include:

- Contribute to auditing/monitoring of nursing and midwifery specific KPI's (e.g. falls prevention, hand hygiene)
- Become a ward champion for clinical improvement initiatives
- Actively participate in an Essentials of Care (EOC) project
- Participate in the review or development of a procedure or guideline specific to provision of nursing/midwifery care
- Develop and present a case study discussion with your clinical peers
- Actively participate in ongoing clinical research currently being conducted in their clinical area



QUALITY PROJECT REFLECTION

On completion of your participation within a quality project, we encourage you to undertake reflective practice as part of Continuing Professional Practice.

REFLECTION ON A QUALITY IMPROVEMENT ACTIVITY

Name	
Dates	
Time Involved	
Committee/Group/Working Party/Quality Project	
Roles and Responsibilities	
Outcomes of the Project	
What did you learn?	

REFLECTION ON A CASE STUDY PRESENTATION

Name	
Date	
Patient's History: Relevant overview of patient's demographics, medical history, co-morbidities and risk factors etc.	
Relevant Psychosocial History	
Identified Issues/Concerns	
Management Plans and Rationale	
What recommendations would you make after reviewing this case	
What did you learn?	

APPENDIX 1 – SKILL MATRIX

Staff Member Name	Employee Number	Commencement Date	
Aspect of Professional Development or Practice	Timeframe for completion	Evidence for completion	Date Completed
Basic Life Support (Practical Assessment)	Week 1	During Orientation	
Fire Practical	Week 1	During Orientation	
Admission/Discharge Procedures	Week 1	During Orientation	
Handover Process using ISBAR	Week 1	During Orientation	
Clinical Documentation Procedures including the use of clinical databases	Week 1	During Orientation	
Unit Patient Transfer Procedure	Week 1	During Orientation	
Intravenous Medication Workbook	Weeks 1-2	Self-directed learning	
Oral Medication Administration Competency	Week 2	Supervised practice/Assessment/Clinical Application	



Staff Member Name	Employee Number	Commencement Date	
Aspect of Professional Development or Practice	Timeframe for completion	Evidence for completion	Date Completed
Intravenous Medication Competency	Week 2	Supervised practice/Assessment/Clinical Application	
TPP Detect Workshop	Week 4	Face to Face Attendance/Simulated Clinical Application	
Patient Safety Handover Checklist	Week 4	Clinical Application	
Hand Hygiene Competency	Week 4	Assessment/Clinical Application/Online	
Donning/Removing PPE Competency	Week 4	Assessment/Clinical Application	
Donning/Removing N95/P2 Mask Competency	Week 4	Assessment/Clinical Application	
Aseptic Technique Competency	Week 4	Assessment/Clinical Application	
Manual Handling Practical	Week 4-6	Assessment/Clinical Application	
Head to Toe Competency	Week 12-16	Assessment/Clinical Application	
Bloodsafe Online	Week 12-16	Online	

Staff Member Name	Employee Number	Commencement Date	
Aspect of Professional Development or Practice	Timeframe for completion	Evidence for completion	Date Completed
Blood Product Administration Competency	Week 12-16	Assessment/Clinical Application	

APPENDIX 1 – SKILL MATRIX CONTINUED

Staff Member Name	Employee Number	Commencement Date	
Aspect of Professional Development or Practice	Timeframe for completion	Evidence for completion	Date Completed
Creating a safe workplace	Week 12-52	Face-to-Face attendance	
CVAD Information/Education Sessions	Week 12-52	Assessment/Clinical Application/Online	
CVAD/TPN Competencies	Week 12-52	Assessment/Clinical Application/Online	
Cytotoxic Medication Administration	Week 12-52	Assessment/Clinical Application/Online	

Staff Member Name	Employee Number	Commencement Date	
Aspect of Professional Development or Practice	Timeframe for completion	Evidence for completion	Date Completed
CAPD (Baxter/Fresenius)	Week 12-52	Assessment/Clinical Application/Online	
Cardiac Rhythm Interpretation Learning Package/Competency	Week 12-52	Assessment/Clinical Application/Online	
Cardiac Rhythm Interpretation Workshop	Week 12-52	Assessment/Clinical Application/Online	
12 Lead ECG Interpretation Learning Package/Competency	Week 12-52	Assessment/Clinical Application/Online	
Tracheostomy Workshop	Week 12-52	Assessment/Clinical Application/Online	
Tracheostomy Competency	Week 12-52	Assessment/Clinical Application/Online	
Management of Epidurals/ PCA's Learning Package and Competency	Week 12-52	Assessment/Clinical Application/Online	
Enteral Feeding Management	Week 12-52	Assessment/Clinical Application/Online	
Venepuncture/Cannulation Competency/Learning Package	Week 26 -52	Assessment/Clinical Application/Online	

APPENDIX 2 – RECOMMENDED FACE TO FACE

EDUCATION

Topic	Opportunities/Availability	Recommended Timeframe	Date Completed
Infection Control/Hand Hygiene procedures	Ward	Weeks 1-2	
Oxygen Therapy	Ward	Weeks 2 - 4	
Management of Diabetes	Ward/Facility	Weeks 4 – 6	
Patient Care Planning and Prioritisation	Ward	Weeks 4 - 6	
Wound Assessment	Ward/Facility	Weeks 8 – 12	
Blood Administration	Ward /Facility	Weeks 12 - 16	
Cytotoxic Waste Safe Handling	Ward/Facility	Weeks 12 - 52	
Female IDC Insertion	Ward	Weeks 12 - 52	
Patient Controlled Analgesia	Ward/Facility	Weeks 12 - 52	
Enteral Feeding Management	Ward/facility	Weeks 12 - 52	
'Vac' Dressing Management	Ward/Facility	Weeks 12 - 52	
Clinical Governance Activities	Ward/ facility	Weeks 26 - 32	
Clinical Research in WSLHD	Ward/Facility	Weeks 26 – 32	
Facilitating a Case Study In-service	Ward/Facility	Weeks 26 – 32	