



Queen Margaret University  
EDINBURGH

**INTRODUCTION TO CLINICAL PRACTICE IN DIAGNOSTIC IMAGING/  
CLINICAL PRACTICE IN DIAGNOSTIC IMAGING 2**

**CONTINUOUS ASSESSMENT**

PLACEMENT TYPE      **Nursing and Administration**  
STUDENT NAME      .....  
HOSPITAL              .....  
DATES                    .....

**STUDENT VERIFICATION**

Clinical Supervisor / Educator, please complete on the first day of placement:

I can confirm that I have checked the QMU student identity card and can verify the attendance of \_\_\_\_\_ at \_\_\_\_\_ hospital

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Student Attendance**

Supervisor(s): please can you sign below to verify student attendance and indicate which day the student worked 09.00 – 13.00hrs (half day study):

Monday	Tuesday	Wednesday	Thursday	Friday

Only one form should be completed for administration, and one for nursing.

According to the published assessment instructions, students must submit all documentation to the Module Coordinator during the academic tutorial. The student must enter data into the Continuous Assessment Spreadsheet and submit to the Hub drop box ('C' for a 'Yes', 'F' for a 'No').

Please consult the QMU regulations regarding penalty for late submission.



## Nursing Placement

<b>Supervisors –</b> <ul style="list-style-type: none"> <li>please fill in the form below, the students appreciate any comments you can give them to support their learning, especially if you have ticked 'no' in any section'.</li> <li>- <i>thank you.</i></li> </ul>			
<b>TECHNICAL SKILLS</b>			
The student can:		YES	NO
TS1	discuss the local policies for spillages and waste disposal;		
TS2	discuss and demonstrate the routine care and use of oxygen and suction equipment;		
TS3	can describe the location, types and distribution and management of drugs in the x-ray department.		
<b>APPLIED KNOWLEDGE</b>			
The student:		YES	NO
AK1	asks appropriate questions about the policies and procedures in place for infection control and needle stick injuries;		
AK2	demonstrates an understanding of the nursing role in the radiology department.		
<b>PATIENT MANAGEMENT</b>			
The student:		YES	NO
PM1	can apply disinfectant appropriately and establish a safe working environment;		
PM2	demonstrates an awareness of barrier and reverse barrier nursing, as well as aseptic techniques;		
PM3	can assist with patients with intravenous access devices and surgical drains effectively.		
<b>COMMUNICATIONS SKILLS</b>			
The student:		YES	NO
CS1	demonstrates care and empathy when communicating with patients who are anxious and, or feeling insecure;		
CS2	utilises different communication techniques when dealing with patients with a disability or mental disorder ;		
CS3	demonstrates active listening skills.		
<b>ORGANISATIONAL SKILLS</b>			
The student:		YES	NO
OS1	is clean, tidy and professional;		
OS2	uses unstructured time effectively: study, research, investigation of local policies and procedures;		
OS3	demonstrates a methodical approach to preparing for, assisting with and clearing away after a radiological procedure.		
<b>PROFESSIONALISM</b>			
The student:		YES	NO
PR1	is motivated to learn and participate in department activity and accepts instruction willingly;		
PR2	demonstrates initiative in seeking and attempting new tasks;		
PR3	accepts reasonable responsibility and seeks help appropriately;		
PR4	is always punctual.		

\* Students fill in this section prior to your supervisor signing the form.

Please appraise your experiences today.

<u>STUDENT FEEDBACK</u>

<u>SUPERVISOR FEEDBACK</u>

Signed.....Supervisor

Signed.....Student

## Administration Placement

<b>Supervisors –</b>			
<ul style="list-style-type: none"> <li>please fill in the form below, the students appreciate any comments you can give them to support their learning, especially if you have ticked 'no' in any section'.</li> </ul> <p style="text-align: center;">- <i>thank you.</i></p>			
<b>TECHNICAL SKILLS</b>			
The student has observed how to:		<b>YES</b>	<b>NO</b>
TS1	book a patient into the radiology information system;		
TS2	create a patient appointment;		
TS3	access previous radiology reports and attendance details.		
<b>APPLIED KNOWLEDGE</b>			
The student:		<b>YES</b>	<b>NO</b>
AK1	asks appropriate questions about how the radiology information system operates;		
AK2	demonstrates an understanding of the importance of patient confidentiality when using the radiology information system .		
<b>PATIENT MANAGEMENT</b>			
The student can:		<b>YES</b>	<b>NO</b>
PM1	state emergency telephone numbers and has been orientated into department emergency procedures;		
PM2	greet and process patients correctly at reception;		
PM3	demonstrate an awareness of the patients while they are in the waiting room.		
<b>COMMUNICATIONS SKILLS</b>			
The student can:		<b>YES</b>	<b>NO</b>
CS1	communicate with all hospital staff, patients and carers politely;		
CS2	contact ward staff and arrange for patients to be brought to the department;		
CS3	liaise with porters to arrange transport patients to and from the department.		
<b>ORGANISATIONAL SKILLS</b>			
The student:		<b>YES</b>	<b>NO</b>
OS1	is clean, tidy and professional;		
OS2	uses unstructured time effectively: study, research, investigation of local policies and procedures;		
OS3	Demonstrates a methodical approach to radiographic examinations and record keeping.		
<b>PROFESSIONALISM</b>			
The student:		<b>YES</b>	<b>NO</b>
PR1	is motivated to learn and participate in department activity and accepts instruction willingly;		
PR2	Demonstrates initiative in seeking and attempting new tasks;		
PR3	accepts reasonable responsibility and seeks help appropriately;		
PR4	is always punctual.		

\* Students fill in this section prior to your supervisor signing the form.

Please appraise your experiences today.

<u>STUDENT FEEDBACK</u>

<u>SUPERVISOR FEEDBACK</u>

Signed.....Supervisor

Signed.....Student

## **For Student Use Only**

**It is vital that QMU can provide meaningful feedback to departments that offer clinical placements. This will enable maintenance and improvement of standards and allow the sharing of good practice.**

**Please help by describing the experiences during this placement that had an effect – either positive or negative – upon your learning. Your comments will be collated into a report made available to participating departments. To encourage free expression of opinion and ensure confidentiality, individuals will not be identified. This page will be detached from the marking pack upon submission to the clinical coordinator.**

Areas that you may wish to reflect on might include:

- Were the radiographers/ staff expecting you?
- Did they make you feel welcome?
- Were you able to put some theory into practice, no matter how trivial? What was it?
- Did the radiographers have an understanding of what you were capable of doing? If not, did you explain your previous experience?
- Did you get feedback from the staff, e.g. encouragement when you did well; explanation when you made a mistake; a summary of your performance? Did you ask for their views on your placement?
- What was the most important thing you learned this week, e.g. a new technique; the way you care for and communicate with elderly patients; a greater confidence in communicating with other team members; a greater confidence in yourself; the appointment system?

**Hospital –**

**Department –**

**Comments –**