STUDENTS WELCOME TO YOUR PLACEMENT On the Neonatal Unit, RHCH
Dear Student

Welcome to Hampshire Hospitals NHS Foundation Trust. We hope you find your placement at HHFT rewarding and enjoyable and your time in the neonatal unit provides you with a valuable learning experience.

You will need to contact us 2 – 4 weeks before your start date to confirm your placement details

Stephanie Potter, Deputy Sister / Lead Mentor – stephanie.potter@hhft.nhs.uk

Morag Gourlay, Deputy Sister / Lead Mentor – morag.gourlay@hhft.nhs.uk

Please study this pack which contains information you will need prior to your placement. It should be read in conjunction with the Student Information Pack and the Health Education Wessex Learning Placement Charter. Both can be accessed on the HHFT website student page.
Our Values at HHFT

Compassion, caring about our patients and each other

Accountable and responsible, always improving

Respect for all; colleagues, patients and their families

Encouraging and challenging each other to always do our best
Key Members of Staff

Ward Manager:
Grazia Sinar, Clinical Services Lead, Neonatal Services
Grazia.Sinar@hhft.nhs.uk

Nurse Consultant:
Sandie Skinner
Sandie.Skinner@hhft.nhs.uk

Advanced Neonatal Nurse Practitioner:
Mary Fitzmaurice
Mary.Fitzmaurice@hhft.nhs.uk

Student Contacts:
Stephanie Potter, Deputy Sister / Lead Mentor
Stephanie.Potter@hhft.nhs.uk

Morag Gourlay, Deputy Sister / Lead Mentor
Morag.Gourlay@hhft.nhs.uk

Clinical Lead:
Dr Edward Hind
Edward.Hind@hhft.nhs.uk

Education Lead:
Helen Frizell
Helen.Frizell@hhft.nhs.uk

Learning Environment Links:
Sharon Goodchild, Learning Environment Lead
Sharon.Goodchild@hhft.nhs.uk

Gabrielle Clarke, Learning Environment Facilitator
Gabrielle.Clarke@hhft.nhs.uk

Carla Hale, Learning Environment Support
Carla.Hale@hhft.nhs.uk
What we expect from you

We expect you to arrive on time for planned shifts and any other activity identified by your mentor or the delegated supervisor.

We expect you to ensure your mentors are aware of your learning outcomes for the placement and specific learning needs. We expect you to be proactive in your own learning showing an interest and asking questions.

We expect you to act in a professional manner.

We expect you to dress in accordance with your college/university uniform policy and HHFT guidelines.

You should inform the nurse in charge of the unit / lead mentors if you are unwell and not able to attend your placement. The process for how to do this will be covered on your local induction to the ward and is in the Student Information Pack.

We expect you to maintain and respect confidentiality at all times. This applies to clients, their records and discussions between you and your mentor. This should also apply to members of the public and family members.

We expect good communication and respect from you.

We expect you to abide by Trust Policies.

If you have any concerns regarding your placement, please raise them with the lead mentors. However if this is not possible please contact your Ward Manager or the Learning Environment team.

Please refer back to the Student Information Pack for further information on items such as dress code and sickness.
WARD MISSION STATEMENT:

Our philosophy is to promote family centred care within a safe, friendly and supportive environment. Our goals are:

a] to assess each baby and family’s needs individually
b] to plan, deliver and evaluate a high standard of family centred care to meet identified needs
c] to provide excellent communication between parents and members of the multi-disciplinary team and to keep parents informed of their baby’s condition
d] to be an advocate for the baby to ensure that optimal care is provided
e] to provide emotional, practical and spiritual support that will enable the family to be involved in all aspects of their baby’s care and become confident and competent in caring for their baby
f] to provide staff with appropriate resources to deliver care to the babies and their families and to offer on-going counselling, support and education to meet staff needs.

Description of the Service we provide and Client groups who may access it:

We are a 12 bedded level 2 neonatal unit with 2 intensive care, 2 high dependency care and 8 special care cots. We care for babies born at 27 weeks gestation and above. Babies may be admitted to the unit with a range of neonatal conditions including prematurity, respiratory disorders of the newborn, intra-uterine growth retardation, neonatal sepsis, hypoxic ischaemic encephalopathy, infants of diabetic mothers, hypoglycaemia, jaundice, hypothermia, feeding problems and other neonatal anomalies requiring medical intervention. Babies are transported to other hospitals if they are under 27 weeks gestation, have been ventilated for >24 hours or they require specialist treatment. This may be because they have an undiagnosed surgical or cardiac condition which necessitates transfer to a specialist unit, or because they require specialist intensive care such as inhaled nitric oxide or cooling therapies. We have a highly skilled team of both doctors and nurses working on the unit. In addition, we have input from audiologists, paediatric physiotherapists, an ophthalmologist and a safeguarding team. There is a consultant nurse and an advanced neonatal practitioner in post on the unit. There are close links to labour ward and the midwifery / obstetric teams within the trust.

Learning opportunities available in main ‘hub’ placement area

All students are allocated mentors on the unit to ensure that learning opportunities are met. The unit staff are committed to providing a highly motivated and positive learning environment. There may be opportunities to attend high risk / preterm deliveries / neonatal emergencies during placement if the opportunity arises. There is a ‘social round’ every Monday morning. This is a multi-disciplinary update on any current or pending safeguarding concerns. Students are welcome to attend this meeting with their mentor or nurse in charge of the unit. In addition, we encourage students to observe and /or participate in any care / procedures that may be going on within the unit.
Opportunities available in ‘spoke’ / linked areas including inter-professional learning

We endeavour to arrange for students to spend a day on the labour ward to follow a mother and baby through a delivery and allowing the student to experience normal antenatal, birth, and early postnatal care. In addition, there may be opportunities to attend discharge planning meetings if infants are being discharged with on-going social or medical concerns.

Students are also welcome to accompany other multi-disciplinary team members such as audiologists, ophthalmologists or physiotherapists as they assess the babies on the unit.

There are opportunities on this placement for the student to have experience of working with other client groups, in order to meet EU Directives (Adult students only):

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<tr>
<td>Maternity</td>
<td>Yes – we have close links with the maternity unit within the hospital</td>
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<td>Child Care</td>
<td>Yes – students will receive a robust introduction to the care of the neonate</td>
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<td>Mental Health</td>
<td>Occasionally – we sometimes have parents on the unit who have mental health problems</td>
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<tr>
<td>Learning Disability</td>
<td>Occasionally – we sometimes have parents on the unit who have learning disability issues</td>
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<tr>
<td>Other</td>
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<tr>
<td><strong>Additional information</strong></td>
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<td><strong>Is an introduction pack / student handbook available</strong></td>
<td>Yes - We have a very comprehensive online induction package for students on the unit. To access this pack please email the lead mentors and we will forward this to you prior to the beginning of placement. You will be expected to complete the nasogastric teaching pack and drug and fluid calculation workbook during your placement.</td>
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<td><strong>Induction / orientation programmes</strong></td>
<td>The Trust arranges and invites nursing staff on placement in HHFT to attend an induction session. Details of this are sent to students approximately 2-4 weeks prior to the placement starting. In addition to the Trust induction we endeavour to provide a specific neonatal induction day / session for students coming on placement to the neonatal unit. The content of this will vary depending on your level of training.</td>
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| **Work Pattern** | Day Shift: 07:30 – 20:00  
Night Shift: 19:30 – 08:00  
Some shorter 6 hour days may be included during placement to accommodate university days or if you need to make up hours. You are expected to work a mixture of days, nights and weekends. |
| **Dress / Uniform Code** | You are expected to present yourself in a professional manner at all times adhering to the Trust Uniform Policy. Long hair must be tied above the collar and you must not wear any necklaces, watches, or jewellery other than a wedding ring. Stud earrings are allowed but sleepers / other earrings should not be worn. The Trust has a ‘Bare Below the Elbows’ policy in all clinical areas. |
| **Staff room / rest room facilities** | We have a staff room on the unit which you are welcome to use. It has a microwave and fridge for your own food. Tea and coffee is available on the unit but you will be expected to contribute a small sum to the unit milk fund if you wish to use this facility. Alternatively, there is a staff canteen or Costa coffee shop within the hospital grounds. |
| **Library / IT Resources** | See page 10 |
| **Student Tutorial / Seminar Programme** | Students are welcome to attend the Friday afternoon teaching sessions within the Trust |
OTHER LEARNERS ACCESSING PRACTICE AREA:
Other Universities accessing our Learning Environment/Practice Experience for Student learning, whom you may meet whilst on placement – these are highlighted below:

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<th>Southampton</th>
<th>Portsmouth</th>
<th>Bournemouth</th>
<th>Open University</th>
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<tr>
<td>Reading</td>
<td>Surrey</td>
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We support a range of professions and different learners on the following programmes.

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<thead>
<tr>
<th>Nursing – Adult field</th>
<th>Occupational Therapy</th>
<th>Medical</th>
<th>HCS Cardiac, Physiology, Respiratory &amp; Sleep</th>
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<tr>
<th>Nursing – Child field</th>
<th>Physiotherapy</th>
<th>Radiography (Diagnostic)</th>
<th>HCS Audiology, Neurophysiology, Vision Science</th>
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<th>Nursing – Mental Health Field</th>
<th>Podiatry</th>
<th>Radiography (Therapeutic)</th>
<th>HSC Life Sciences (blood, infection cellular)</th>
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<th>Nursing – Learning disabilities</th>
<th>Speech and Language Therapy</th>
<th>Clinical Psychology</th>
<th>HCS Med Physics (radiotherapy, radiation or nuclear)</th>
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<th>Midwifery</th>
<th>Dietetics</th>
<th>Social Work</th>
<th>HCS Clinical Engineering (med, rad, renal or rehab)</th>
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<tr>
<th>Foundation Degree</th>
<th>Apprenticeships</th>
<th>Other – Work Experience</th>
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Andover War Memorial Hospital  Basingstoke and North Hampshire Hospital  Royal Hampshire County Hospital
REQUIRED READING LIST IF APPROPRIATE

A comprehensive reading list is included in the neonatal unit student handbook

Healthcare Library Services for students

Membership:

Library membership is available to students on placement with one of our core organisations. On registering at your nearest NHS library location, you will be given a SWIMS membership card. This card should be retained for the duration of your studies as all NHS libraries in Hampshire, IOW, South West and parts of South East England use the same membership card.

Membership only covers the library at your placement or study location.

The three libraries within the trust at:

Andover War Memorial Hospital
Tel: 01962 824420
Email: library.winchester@hhft.nhs.uk

Basingstoke and North Hampshire Hospital
Tel: 01256 313169
Email: library.basingstoke@hhft.nhs.uk

Winchester - Royal Hampshire County Hospital
Tel: 01962 824420
Email: library.winchester@hhft.nhs.uk

IT access via the hospital intranet is available for students. Please contact 01962 824855 to arrange this.