# Integrated Discharge Team

**Student Placement Information Booklet**



## Trust Values

**VISION**

* We have a plan that will deliver excellent healthcare for future generations, working collaboratively towards sustainability
* We make decisions that are best for long-term health continuing health needs and Funded Nursing Care

**OPENNESS**

* We communicate clearly to our patients, families and our staff, with transparency & honesty
* We encourage feedback from everyone to be involved in all aspects of the nursing assessments.

**INTEGRITY**

* We demonstrate fairness, respect and empathy in our interactions with people
* We take responsibility for our actions, speaking out and learning from any mistakes

**COMPASSION**

* We take a person-centred approach in all our interactions with patients, families and our staff
* We provide compassionate care and demonstrate understanding to everyone

**EXCELLENCE**

* We put quality and safety at the heart of all our nursing assessments and commissioned services
* We continuously strive to maintain standards of practice

## Welcome to the Integrated Discharge Team (IDT)

We would like to take this opportunity to welcome you to the IDT.

We are committed to the provision of discharge planning of the highest possible standard to ensure continuity of quality care between the hospital and the community.

We are based in Residential Block 3 (old Drs Accommodation) next to sports and social club on the main hospital site.

Office Contact Details – The office is open Monday – Friday between the hours of 08.30 and 17.00

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| --- | --- |
| **Assessor Contact Details** | **Office Number** |
| Samantha Grundy | 01204 390614 |
| Stacey Leigh | 01204 390614 |

This learning pack has been devised to assist and prepare you for your placement with us. We hope you have a valuable and enjoyable experience.

## Aims of the Integrated Discharge Team

To provide a consultancy service to educate, administer and research discharge planning processes within the framework of health and social care.

To assess and consult with patients, their careers and families in relation to health and social care support which can be provided on discharge in line with local, regional and national policy and guidance.

To reduce patient hospitalisation by means of early identification of onward care needs and appropriate intervention for patients with an identified health and social care need.

To promote continuity of care based on individual needs, between health care settings and the local community.

To improve the service through evaluation research and professionalism and by contributing to the body of nursing and social care knowledge pertaining to discharge planning.

**Our team consists of;**

* Senior Manager
* Deputy Team Leader x 2
* Discharge Nurses
* District Nurse Liaison
* Social Workers
* Home Finders
* Student Social Workers
* CAO - Community Assessment Officer
* MHSW – Mental Health Social Worker
* Housing Officer
* Admin Staff

**Working Hours / Shift Patterns**

* 08.30 Till 16.30 37.5 hrs over a 7 day period.
* We receive referrals for all adult inpatients at Royal Bolton Hospital who have complex health / social care needs which are assessed on admission to the Trust.

**General Information**

**Fire Safety**

* Exit points, fire extinguishers and fire assembly point will be shown to you at your induction.
* Please ensure each time you enter and exit the building you sign in/out in the Admin Office.

**Sickness/ Absence Reporting**

* Refer to your University sickness policy
* Report to Admin Office to inform them of your absence. 01204 390614 from 08.30am

**Uniform**

* Please ensure correct full uniform is worn as per uniform policy.

**What we expect from Students**

* Good punctuality
* Enthusiasm / willingness to learn and participate
* Adhere to uniform policy / mobile phone policy/ social media policy
* Professionalism and respect confidentiality
* Please ask questions at every opportunity
* Feedback both verbal and written. We will request that each student adds into the resource file something that they feel would be helpful for new students when they arrive at placement.

**What we can Offer You**

* Student Information Pack
* Resource file
* Exposure to vast learning opportunities in a variety of care settings
* A varied working day within a supported environment
* Access to relevant learning / support resources
* Appropriate discharge planning experience and knowledge base

**Learning objectives**

* The Discharge process non-complex / complex / End of Life
* Documentation / communication systems and processes
* Reportable Delays
* MDT ( Multi-Disciplinary Team) exposure
* BIM/ BI Decisions (Best Interest Meeting)
* Mental Capacity Act
* CHC (Continuing Health Care) process
* Outside Agency working
* Border Services

## Spoke Placements

## Principles of Discharge Planning

* The role of the team will vary depending on the organisational expectations; however the core principles remain constant.
* Discharge planning to be an integrated component of every client's care, from pre-admission onwards.
* Service users/patients and carers to be the primary focus in the discharge planning process.
* All Service users/patients to have ongoing needs assessed (through established protocols), and high-risk clients identified, at or before admission.
* Planned care may need a multi-disciplinary team approach with appropriate documentation by all.
* Service users/patients and carers to have full understanding, involvement and agree with each stage of planned care and expected outcomes.
* Ensure information systems and liaison between hospital and community services are established to promote these principles.
* Evaluation processes to be utilised to monitor service provision. This ensures planned post discharge support is appropriate, therefore recovery is enhanced and readmissions are reduced.

We feel that working with us will be a valuable learning opportunity and hope that you will enjoy your time here!

# End of Placement Feedback Questionnaire

Please would you take the time to complete this brief questionnaire so we can develop and improve this placement for future students? The questionnaire will remain anonymous and confidential.

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| --- | --- | --- |
| Prior to commencing this placement, were you informed who your mentor was? | Yes | No |
| Did you meet your mentor on your first day? | Yes | No |
| Did you receive orientation of the workplace and introduced to staff? | Yes | No |
| Did you work with your mentor for at least 2 shifts a week? | Yes | No |
| Were you able to identify you’re learning requirements and were these accommodated whilst on placement? | Yes | No |
| Were you given ongoing feedback on your progress? | Yes | No |
| Did you feel comfortable escalating any concerns to your mentor or another member of staff? | Yes | No |
| Were appropriate training sessions offered which were relevant for your stage of training | Yes | No |
| Were you given appropriate work for your stage of nursing? | Yes | No |
| Is there anything we could do to improve your experience at Integrated Discharge Team. | Yes | No |
| If Yes … |  |  |

Thank you for taking the time to complete, we appreciate all feedback left, If you do have any concerns whilst on placement please speak to one of our staff, if there is an issue that we are unaware of we cannot resolve it.