Welcome To
CITY HOSPITALS
SUDDERLAND

Student Occupational Therapist’s Information Pack and Profile of Learning Opportunities
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**Introduction**

Student placements are offered in the following areas:

- Care of the Elderly
- Medicine & Surgery
- Paediatrics
- Rheumatology
- Trauma & Orthopaedics

The Occupational Therapy Department at Sunderland Royal Hospital was purpose built and is situated within the Rehabilitation Department along with Physiotherapy, Dietetics, Speech and Language Therapy and Podiatry.
**Physical Occupational Therapy Philosophy**

Everyone coming into contact with the Occupational Therapy Service will be treated with consideration and respect.

Each patient will be assessed and treated by a qualified Occupational Therapist with the appropriate expertise and experience to meet the needs of the individual. The experience and expertise will be based upon recognised models of practice, which are research based, and on current treatment trends.

The emphasis of Occupational Therapy is to enable patients to be as independent as possible – physically, psychologically and socially. The special skills and expertise of the Occupational Therapist are employed to maintain, regain or achieve the individual’s maximum potential.

The staff work as part of a multi disciplinary team dedicated to improve the quality of life for individuals and those who are caring for them.

A named Occupational Therapist is responsible for each individual’s therapeutic programme some parts of which may be carried out by other members of staff under the guidance and instruction of the named Occupational Therapist.

The problems and needs of the individual are carefully assessed taking into account their physical, emotional and social requirements.

The Occupational Therapist will involve the individual in planning a realistic therapeutic programme, when their needs will also be taken into consideration.
Information about City Hospitals Sunderland and the Occupational Therapy Department

Staffing

The Occupational Therapy Department comprises staff of varying levels of grades. Within the teams there are qualified and unqualified members of staff. Qualified staff include Band 5 Occupational Therapists, Specialist Occupational Therapists and Team Managers/Lead Specialist Occupational Therapists. The unqualified staff are Occupational Therapy Assistants and Technical Instructors.

The Occupational Therapy Department is managed by the Clinical Occupational Therapy Manager and two Deputy Clinical Occupational Therapy Managers. There is a clerical team within the Department to assist with all clerical tasks.

Working Hours

City Hospitals Sunderland operates a flexi-time system. Your working hours will be negotiated with your supervisor.

Supervision & Support

You will receive weekly supervision (or as negotiated with your supervisor). Informal supervision is provided as required.

Occupational Health

Enclosed is a health questionnaire, which you must complete prior to your placement and return to the Occupational Health Department (SAE enclosed) before your placement starts. Occupational Health may request an appointment with you if deemed necessary.

Health & Safety

Whilst on placement you will be expected to comply with the Trust and Departmental Health & Safety regulations. Your supervisor will ensure you are made aware of these regulations during your first week and will arrange your attendance at any necessary courses e.g. fire safety, food hygiene.

Lunch Facilities

There are staff canteens on site with a large selection of hot and cold meals available for purchase. There is also a café, and two WRVS shops on site. Alternatively you can bring your own lunch, and there are microwaves and fridges available in the Occupational Therapy Department.
**Uniform**

Female uniform consists of plain white dress, or bottle green trousers and a white tunic. Male uniform consists of bottle green trousers and a white tunic. You must wear sensible footwear and you must also adhere to the department dress code.

**Smoking Policy**

City Hospitals Sunderland operates a no smoking policy – smoking is not permitted in any area of the hospital grounds or in hospital buildings.

**Parking**

There is limited on site staff parking. If you are parking on site you must either apply for one of the parking permits, (available from Security) or pay a daily charge.

**Accommodation**

If you require accommodation you must inform your supervisor immediately so that a reservation can be made. The accommodation is part of Sunderland University student residence and is currently free to students on placement at the hospital. It is on a bus route and is located next to Sunderland royal Hospital. Smoking is not permitted in the accommodation.
Information About The Teams

Care of the Elderly

Within “Care of the Elderly” at Sunderland Royal Hospital there are nine acute wards. Some of the wards have speciality areas such as Cardiology, Stroke, Dementia and Heart Failure. The Care of the Elderly team also provide follow up assessment at home and provide services to out-patient clinics and some community work. One of the Occupational Therapists attached to the team works in the community in a Rapid Response Intermediate Care Team. The student will work with an Occupational Therapist on various wards or with out-patient services and would therefore have an opportunity to experience working with older people with many different needs.

The Care of the Elderly team provide assessment, equipment provision, problem solving, goal setting, energy conservation, activity analysis, therapeutic activity, therapy for cognitive and perceptual problems, group work and relaxation techniques.

The student will complete initial interviews, intervention plans, activities of daily living assessments and home visit assessments under supervision. The student will liaise with other professionals, and attend case conferences and multi disciplinary meetings as appropriate.

Main conditions encountered include:

- Stroke
- Heart Attack
- Angina
- Heart Failure
- COAD
- Falls
- Dementia
- Parkinsons Disease
- Arthritis
- Cancer

Patients on care of the elderly wards also often have complex social problems.
Care of the Elderly Learning Opportunities

- Initial interviews
- ADL assessment
- Activity analysis
- Home visit/environmental visit
- Personal care assessment
- MDT working
- Case conferences
- Speaking with patients/carers/families
- Mobility assessments
- Transfer assessments
- Wheelchair assessments
- Mandatory training
- Provision/fitting of equipment
- Assessment of cognition through function
- Spending time with other professionals
  - MSW
  - Physiotherapy
  - OT Fitter
  - Neuro Rehab
**Medicine & Surgery**

The Medicine and Surgery Team provide a service to thirteen acute wards at Sunderland Royal Hospital. The specialities of Medicine and Surgery include:

- Amputees/Vascular surgery
- Cancer and Palliative care
- Thoracic medicine
- Haematology
- Alcohol abuse
- Obstetrics and gynaecology
- Acute neurology
- Nephrology
- Urology
- ENT - Surgery
- General Surgery
- Ophthalmology
- Colorectal Surgery

The main service provided is assessment of daily living activities to facilitate discharge from hospital. You will also gain experience of:

- Equipment assessment and prescription.
- Wheelchair assessment and provision.
- Environmental assessment and adaptation.
- Home visits with patients.
- Moving and handling assessments.
- Hoist assessments and provision.

As part of your role you will be expected to attend case conferences as appropriate and liaise with members of the multi-disciplinary team.
**Medicine & Surgery Learning Opportunities**

- Information gathering/liaison
- Initial interviews
- ADL assessments
  - Personal care
  - Mobility
  - Transfers
  - Kitchen tasks
  - Domestic tasks
- Moving and handling
- Environmental assessment
- Home visits
- Visits to other professionals (see learning zone diagram).
- Wheelchair assessment
- Documentation and report writing
- Team working
- Multidisciplinary team meetings
- Learn about various conditions and illnesses.
- Occupational Therapy theory.
- Equipment assessment, provision and fitting.
Paediatrics

The Occupational Therapy Paediatric service currently consists of a full time Senior and Specialist Occupational Therapist. We are a specialist professional team who work with other health care professionals and disciplines involved in helping children with a variety of special needs to reach their maximum potential and attain as good a quality of life as possible. We aim to help with everyday activities and tasks the child may be having difficulties with. These difficulties may be in the home and school environment. Children are seen at the Children’s Centre, however our base is at Sunderland Royal Hospital. The Occupational Therapist also provides input into the Child Development Unit.

This is not a definitive list of all of the opportunities available to students within the paediatric team. Students are encouraged to use the information below as a guide or introduction to the paediatric service.
Paediatric Learning Opportunities

Common Paediatric conditions/diagnosis

- Dyspraxia and Developmental Co-ordination Disorder (DCD)
- Sensory Processing Disorder
- Down’s Syndrome
- Cerebral Palsy
- Neurological condition
- Developmental and fine motor delay

Theories and approaches used in practice

- Sensory Integration
- Neuro Developmental Treatment
- Family and Client Centred Approaches
- Medical Model

Assessment and Evaluation Tools

- Clinical Observation
- Movement Assessment Battery For Children (Movement ABC)
- Berry Visual Motor Integration (Berry VMI)
- Test of Visual perceptual Skills Non Motor (TVPS)
- Motor Free Visual Perception Test (MVPT)
- Sensory Profile
**Rheumatology**

The Rheumatology team is based at Sunderland Royal Hospital. It provides a service to Rheumatology in-patients as well as out-patients, assessing individuals’ functional ability whilst in hospital or in their own homes.

The main conditions encountered are:
- Rheumatoid Arthritis/Inflammatory Arthritis.
- Osteoarthritis.
- Osteoporosis.
- Erythmatosus (S.L.E.)/Systemic Lupus.
- Polymyalgia Rheumatica (P.M.R.).
- Scleroderma
- Psoratic Arthritis.
- Gout
- Back/disc problems.
- Cervical Spondylosis.
- Ankylosing Spondylitis.
- Fibromyalgia
- Chronic Fatigue/M.E.

Interventions carried out include:
- Activities of daily living assessment (transfers, mobility, personal care, kitchen/domestic tasks).
- Recommendation of aids/equipment.
- Splinting.
- Advice and education (including joint protection, energy conservation and fatigue management).
- Identifying appropriate clients that would benefit from attending the Arthritis Education Programme.
- Wheelchair assessment.
- Hand assessments.
- Work assessments.
- Referral to other agencies, e.g. Social Services.
Rheumatology Learning Opportunities

- Splinting – off the shelf/custom made
- Hand function – gadgets
- Joint protection techniques
- Group work – Arthritis Education
- Time with specialist Rheumatology Nurse
- MDT meetings
- Rheumatology conditions
- In-patient work:
  - Ward assessments
  - Department assessments
  - Follow up visits
- Out-patient work:
  - Home visits
  - Hospital appointments
**Trauma & Orthopaedics**

The Trauma and Orthopaedic Occupational Therapy team provide a service to the following wards and clinics:

- The observation ward (for patients admitted via accident and emergency).
- The 36 bedded trauma ward.
- The orthopaedic unit (consisting of a high dependency unit, elective/trauma unit, and step down unit).
- The paediatric orthopaedic ward F63.
- The hand clinic (which takes place every Wednesday).
- The pre-op clinic.

On the trauma ward you can expect to see the following diagnoses:

- Upper limb fractures.
- Lower limb fractures.
- Fractured neck of femurs.
- Road traffic accidents/multiple fractures.

Patients having elective surgery are seen pre-operatively, where an initial interview is carried out and the necessary equipment is ordered. If necessary these patients can also be seen post-operatively for further activities of daily living assessments.

Patients with the following elective surgery conditions are assessed:

- Total hip replacement.
- Total knee replacement.
- Total elbow replacement.
- Total shoulder replacement.
- Spinal surgery.
**Trauma & Orthopaedics Learning Opportunities**

- Splinting
- Hand clinic
- Pre-operative assessment clinic
- Orthopaedic ward Physiotherapist
- Hand specialist Physiotherapist
- Social Work team
- Surgery
- Fracture clinic/plaster room
- X-rays
- Trauma round
- Ward Rounds
- Hip precautions
- Pre-op home visits
- Consultant protocols
- Provision and fitting of equipment
- In-patient home visits/environmental visits
- ADL assessments with varying weight bearing status (ie full, partial, non weight bearing).
- Wheelchair assessments
- Hoisting under hip precaution
Check List to Aid Student Preparation

Name of team in which Student to be Placed:

Experience which is expected to be gained (please tick as appropriate)

Hand Therapy
General Medicine
General Surgery
Care of the Elderly
Neurology
Orthopaedics and Trauma
Rheumatology
Haematology
Obstetrics and Gynaecology
Nephrology
Thoracic Medicine
Paediatrics
Cardiology
Metabolic Medicine
Urology
Gastroenterology
ENT
Stroke
Chronic Fatigue Syndrome
Rapid Response
Opthamology
Usual age ranges of patients treated (please tick)

Under 16 years
Between 16 – 29
Between 30 – 49
Between 50 – 64
Between 65 – 74
Over 75 years

Treatment normally undertaken on

An individual basis / A group basis

Activities/Techniques/Interventions normally undertaken with the patient group that the student will be working with (please tick)

Self-care Skills                      Lifestyle advice and education
Rehabilitation                       Groupwork
Rehousing recommendations            Standardised assessments
Splinting                           MDT meetings
Home Visits                          Risk assessments
Wheelchair Assessments               Moving and Handling
Safe Discharge Assessment            Environmental Visits
Provision of Equipment               

Others:
Maps
Student Induction Checklist
## CITY HOSPITALS SUNDERLAND NHS FOUNDATION TRUST
### OCCUPATIONAL THERAPY DEPARTMENT
#### STUDENT INDUCTION CHECKLIST

<table>
<thead>
<tr>
<th>TOPIC / TASK</th>
<th>DATE COMPLETED</th>
<th>SIGNATURES</th>
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<tbody>
<tr>
<td>Introduction to team members</td>
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<td>Orientation to department</td>
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<td>Tour of hospital site and facilities</td>
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<td>Canteen</td>
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<td>WRVS shops</td>
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<td>Chaplaincy</td>
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<td>Education and training Centre / Library</td>
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<td>Main concourse</td>
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<td>Occupational Health</td>
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<td>Other:</td>
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<tr>
<td>Location of toilets and changing facilities</td>
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<tr>
<td>Obtain hospital identification card</td>
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<td>Join education and training centre library</td>
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<td>Lunchtime arrangements / drink making facilities</td>
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<td>Hours of work</td>
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<td>Supervision (agree frequency)</td>
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<td>Car parking / obtain permit</td>
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<td>Sickness notification / notification of infectious illnesses</td>
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<td>Uniform requirements and policy</td>
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<td><strong>Fire rules, exits and equipment</strong></td>
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<td><strong>Security</strong></td>
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<td><strong>First aid arrangements</strong></td>
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<td><strong>Use of protective clothing / equipment</strong></td>
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<td><strong>Confidentiality</strong></td>
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<td><strong>Reporting of accidents / incidents</strong></td>
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<td><strong>Emergency phone numbers:</strong></td>
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<td>Fire 333</td>
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<tr>
<td><strong>Communication</strong></td>
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<td>Telephones</td>
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<td>Fax machines</td>
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<td>Private telephone calls</td>
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<td>E-mail</td>
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<td>Taking messages</td>
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<td><strong>Policies and procedures</strong></td>
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<td>No smoking</td>
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<td>Infection Control</td>
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<td>Fire Safety</td>
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<td>Food Hygiene</td>
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<tr>
<td>Child Protection</td>
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<td>Moving and Handling</td>
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<td>Hand hygiene</td>
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<td>CPR</td>
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<td>Bullying and Harassment</td>
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Student Evaluation Form
City Hospitals Sunderland
Occupational Therapy Department
Student Evaluation Form

Name………………………..Practice area……………………Dates…………

In order to ensure that we learn from your experiences with us it would be appreciated if you could spare a few moments to provide us with feedback.

**What we will do with your feedback?**

The feedback from this questionnaire will be:

- Shared with your practice educator during a post placement discussion. This will only happen once your placement is complete.
- Collated and analysed by the practice placement co-ordinator
- Used to influence the continued development of the practice education programme and the associated resources offered to future students.

**Please answer the following questions as honestly as possible.**

**Please complete and return to the practice placement co-ordinator during your final week in the envelope provided.**

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**Pre – placement**

Did you receive the following information prior to your placement? If so please indicate how useful these were.

<table>
<thead>
<tr>
<th>Item</th>
<th>Very Useful</th>
<th>Useful</th>
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<th>Comments</th>
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<tr>
<td>Letter</td>
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<tr>
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<td>Student info book</td>
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<td>Occupational Health Questionnaire + SAE</td>
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<td>Learning outcomes</td>
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<td>Reading list</td>
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</table>
Is there any additional information that we should have included?

**Induction**

Were you expected upon arrival and made to feel welcome? Please comment on your experiences and how this could be improved.

Was the induction itinerary effectively implemented and did it include all relevant information?

Was the induction checklist a useful tool? Please comment

Were relevant policies discussed in sufficient depth?

Did you discuss your supervision requirements during the first day?

Was your supervision schedule agreed on the first day?
Were you able to discuss your development needs/learning objectives on the first day?

Were your personal development needs adequately considered?

Was a learning contract agreed and if so how was this beneficial?

**Supervision and objectives**

Did you receive weekly supervision?

Did supervision meet expectations and needs?

Do you feel that your progress in achieving your aims and objectives has been regularly discussed?

Do you feel that your educator has supported your development during the course of your placement?
Do you feel that you were able to achieve objectives in time allocated?

Were any objectives difficult to meet?

**Learning Opportunities**
Did you feel that adequate learning opportunities were provided by the placement setting?

Are there any particular learning opportunities which were particularly useful?

Do you think we need to develop any additional learning opportunities?

Did you find the Profile Of Learning Opportunities (P.O.L.O) useful?

**Half way report & final report**
Do you feel that your half way report & final report were reflective of your placement performance?
Did your half way report help you identify your learning needs for the remainder of your placement?


Did you receive your final report at the appropriate time allowing you to reflect on the content?


**General**

Please rate / comment on the following (if applicable):

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<th>Dept. facilities</th>
<th>Poor</th>
<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
<th>Comments</th>
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<tr>
<td>- Office space</td>
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<td>- Lunch facilities</td>
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<td>- Computer access</td>
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<td>- Resources</td>
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<th>Good</th>
<th>Excellent</th>
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<th>Helpfulness of staff</th>
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<th>Good</th>
<th>Excellent</th>
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<tr>
<th>Other (please state)</th>
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<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
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<th>Poor</th>
<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
<th>Comments</th>
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Most satisfactory aspect of placement
Least satisfactory aspect of placement

Would you recommend this placement setting to other students – please comment why?

<table>
<thead>
<tr>
<th>Yes</th>
<th>Not Sure</th>
<th>No</th>
<th>Comments</th>
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Based on your experiences, would you consider applying for a suitable post with City Hospitals Sunderland O.T. Service?

<table>
<thead>
<tr>
<th>Yes</th>
<th>Not Sure</th>
<th>No</th>
<th>Comments</th>
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Are there any additional comments you would like to make?

<table>
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<th>Comments</th>
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We would like to thank you for taking the time to complete this questionnaire.