Castleside In-Patient Unit
Northumberland, Tyne and Wear N.H.S. Trust

Profile of Learning Opportunities

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Clinical Team Leader
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Location

Castleside In-Patient Unit is situated to the rear of Newcastle General Hospital, near to Nuns Moor Road. Access to the unit can be gained via the hospitals main corridor (sign-posted at the bottom end of the corridor), or via the entrance to the Centre for the Health of the Elderly. The unit has a code entry system for safety and security reasons. Please use the doorbell on arrival.

Car parking is available on site, although spaces are limited at some times of day. A charge is payable (details and Staff Parking discs can be obtained from the General Office NGH).

A number of bus routes pass the hospital –
10, 11, 38, 39 and 40 – via West Road
12 and 36 - via Nuns Moor Road.
(Further details available from Stagecoach or Nexus).

Shift Pattern

Castleside operates a flexible shift system, with a variety of shift types. These include –

- Early shift – 7:30am – 4:00pm
- Late shift – 12:15pm – 8:45pm
- Long Day – 7:30am – 8:45pm.

Students will be able to negotiate their shift pattern with their mentor. This must reflect the universities requirements for time spent working directly with their
allocated mentor, and be designed to maximise learning opportunities.

Mentors

Students will be allocated a mentor and co-mentor, who will provide support, supervision and assessment to the student. On the student’s first day on the unit, induction and orientation will be carried out. During the first week of placement, the student and their mentor will discuss and agree a learning contract, which will provide a framework to enable achievement of the specified learning outcomes. The student will have weekly meetings with their mentor (or co-mentor) to review performance and plan further learning. A tri-partite meeting including the student’s guidance tutor will occur at the mid-point of the placement.

Dress Code

As with all the Older Peoples Service’s wards and day units, staff working at Castleside wear Trust uniforms. It is expected that student nurses wear the uniforms they are supplied with by the university for all their shifts whilst on placement here. No wristwatches or jewellery, other than wedding bands, may be worn.
Ward Description/Function

Castleside I.P.U. is a 20-bedded Old Age Psychiatry assessment unit. We provide assessment and/or treatment for clients experiencing organic psychiatric illnesses, especially dementias. Clients are generally over 65 years of age, although younger people may be admitted if their clinical presentation is appropriate.

The ward team consists of: -

Nurses – qualified and support workers
Ward S.H.O. (junior doctor)
Housekeepers
Domestics

Members of the wider team with regular involvement include: -

Psychiatrists – consultant and registrar
Social Workers
Occupational Therapists
Physiotherapists
Community Psychiatric Nurses
Psychologists
Challenging Behaviour Nurses
Podiatrists
Speech and Language Therapists
Dieticians
Castleside Unit Philosophy

This is a multi-professional unit that is involved in the short-term assessment/treatment of older people with dementias and other memory problems.

1. Patients and their families will be treated with dignity and respect, and their privacy and confidentiality maintained.
2. All visitors to the unit will treat staff with courtesy and consideration.
3. Staff will strive to maintain and promote patients independence and provide them with choice whenever possible.
4. Staff will be empowered to make decisions regarding the running of the unit in the best interests of the patients, providing care in a safe, clean and positive environment.
5. Staff will provide support and guidance for relatives, and education concerning mental health problems. This will be done in an open manner, involving relatives in the planning and delivery of care as much as possible.
6. Patient care will be provided by a multi-disciplinary team, which will utilise other professionals and outside agencies wherever appropriate. Evaluation of clinical effectiveness will be carried out through the review of nursing interventions and the organisation of care.
7. The clinical team will support the teaching of students of nursing, medicine and other disciplines.

In line with NTW Trust guidelines, verbal and physical aggression towards staff will not be tolerated from visitors to the unit.
## Induction Checklist

<table>
<thead>
<tr>
<th></th>
<th>Mentor/Student signatures</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation to ward environment (fire procedure/access codes/team members)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shift pattern/dress code/catering arrangements discussed</td>
<td></td>
<td></td>
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<tr>
<td>Personal safety issues (observation policy/M.V.A.) discussed</td>
<td></td>
<td></td>
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<tr>
<td>Location of policy files indicated</td>
<td></td>
<td></td>
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<tr>
<td>Learning contract discussed and agreed</td>
<td></td>
<td></td>
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<tr>
<td>P.O.L.O. and supporting information provided</td>
<td></td>
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</tbody>
</table>
## Placement Expectations

<table>
<thead>
<tr>
<th>Expectations of learners</th>
<th>Expectations of mentors</th>
</tr>
</thead>
<tbody>
<tr>
<td>As a placement, we would expect you to…</td>
<td>As a learner, you can expect…</td>
</tr>
<tr>
<td>- Treat all patients with respect and dignity.</td>
<td>- A qualified nurse to act as your mentor who possesses the appropriate mentor qualification.</td>
</tr>
<tr>
<td>- Work as part of a team, demonstrating respect for those you work with.</td>
<td>- A co-mentor who will provide support alongside your mentor.</td>
</tr>
<tr>
<td>- Demonstrate enthusiasm and a willingness to learn.</td>
<td>- Formal meetings with mentor(s) in order to complete assessment documentation.</td>
</tr>
<tr>
<td>- Be punctual.</td>
<td>- Time and patience to allow you to learn at a pace appropriate to your stage of learning.</td>
</tr>
<tr>
<td>- Spend time with your mentor, other team members and within other services as appropriate, to ensure access to a range of learning opportunities.</td>
<td>- Respect for your individual learning needs and capabilities.</td>
</tr>
<tr>
<td>- Work within your own limitations. If in doubt, ask.</td>
<td>- Learning opportunities to meet competencies set by the University.</td>
</tr>
<tr>
<td>- Ask questions of your mentor (and others).</td>
<td>- Help in facilitating exposure to different clinical areas allied to the placement.</td>
</tr>
<tr>
<td>- Participate in reflection, of own and wider practice issues.</td>
<td>- Openness and honesty regarding your progress.</td>
</tr>
</tbody>
</table>

Adapted from: Raine, R. (2005), “I’m sorry, what did you say your name was again?” *Mental Health Practice*. 8(10), 40-44

(Used by kind permission of Gateshead Primary Care Mental Health Team.)
<table>
<thead>
<tr>
<th>KEY ELEMENTS</th>
<th>LEARNING OPPORTUNITIES</th>
<th>RESOURCES</th>
</tr>
</thead>
</table>
| Communication                    | -Engagement with older people with cognitive impairment  
|                                  | -Communication with carers  
|                                  | -Communication within multi-disciplinary team  
|                                  | -Therapeutic Interventions  
|                                  | -Daily/communication meetings  
|                                  | -Post-admission/pre-discharge family meetings  
|                                  | -Writing skills  
|                                  | -Telephone skills                                                              | -Client group  
|                                  |                                                                 | -Mentor  
|                                  |                                                                 | -Qualified nursing staff  
|                                  |                                                                 | -Support workers  
|                                  |                                                                 | -Multi-disciplinary team  
|                                  |                                                                 | -Combined notes  
|                                  |                                                                 | -Use of diary/telephones |
| Assessment Skills                | -Observation of/participation in assessment of clients  
|                                  | -Use of assessment tools  
|                                  | -Interviewing skills                                                          | -Client group  
|                                  |                                                                 | -Mentor  
|                                  |                                                                 | -Qualified nursing staff  
|                                  |                                                                 | -Ward S.H.O. |
| Care Planning                    | -Observation of/participation in nursing process  
|                                  | -Behavioural formulations                                                     | -Mentor  
|                                  |                                                                 | -Qualified nursing staff  
|                                  |                                                                 | -Challenging behaviour team |
| Client Safety                    | -Risk Assessment  
|                                  | -Visits with O.T.  
|                                  | -Liaison with carers  
|                                  | -Liaison with other agencies  
|                                  | -Supportive Observations                                                      | -Mentor  
|                                  |                                                                 | -Qualified nursing staff  
|                                  |                                                                 | -M.D.T.  
|                                  |                                                                 | -Trust policies |
| Inter-Agency & Multi-Disciplinary Working | -Daily meetings  
|                                  | -Weekly communication meeting  
|                                  | -Post admission/pre-discharge family meetings  
|                                  | -Visits with OT/CPN/Social Worker/Challenging Behaviour Team  
|                                  | -Day Unit  
|                                  | -Visits to Resource Centres/Day Care Centres/other agencies                 | -M.D.T  
|                                  |                                                                 | -Mentor  
|                                  |                                                                 | -Qualified nursing staff  
<p>|                                  |                                                                 | -Others |
| Medication                       | -Usage                                                                      | -Mentor                                                                  |</p>
<table>
<thead>
<tr>
<th>Area</th>
<th>Tasks</th>
<th>Responsible Parties</th>
</tr>
</thead>
</table>
| Administration                                   | - Administration  
- Ordering/storage  
- Monitoring                                           | - Qualified nursing staff  
- Trust policies  
- NMC guidelines  
- Pharmacist  
- S.H.O.                                         |
| Social, Recreational and Therapeutic Activities  | - Observation of/participation in Protected Therapeutic Engagement time, including activities, quizzes, outings & other therapeutic activities | - Support Workers  
- Mentor  
- Qualified nursing staff |
| Ward Management                                  | Observation of/participation in  
- Role of co-ordinator  
- Time management  
- Organisation skills  
- Prioritising  
- Delegation  
- Leadership  
- Communication                                           | - Mentor  
- Qualified nursing staff  
- Support workers  
- S.H.O.                                         |
| Mental Health Act                                | - Admission procedure  
- Documentation  
- Usage                                                   | - Mentor  
- Qualified nursing staff  
- Consultant psychiatrist  
- Approved social worker                              |
| Out-Reach                                        | - 7 Day follow-up – visits or ‘phone calls  
- Patients at other hospitals                           | - Mentor  
- Qualified nursing staff  
- Challenging behaviour team  
- Liaison Psychiatry team                              |
Supporting Information

Information regarding the following topics is available electronically, and may be downloaded onto ‘memory sticks’ (or other media). Please see your mentor or senior nursing staff.

- Anatomy/physiology of the brain
- Psychiatric disorders of old age, including dementias, delirium and psychoses
- Medication
- Use of neuro-imaging
- Use of Mini-Mental State Examination
- N.I.C.E. and D.O.H. information
- Mental Health Act
- Mental Capacity Act
- Standards for Staff Dress
LEARNING ZONE

SERVICES AND AGENCIES LINKED TO CASTLESIDE IN-PATIENT UNIT

CASTLESIDE IN-PATIENT UNIT

- Community Mental Health Teams
  Incl. O.T/S.W/C.P.N/Consultant Psychiatrists
- Acute and Primary Care Trust Services
- Challenging Behaviour Service
- Residential and Nursing Homes
- Social Services
- Pharmacy
- Liaison Psychiatry Service
- Castleside Day Unit