

Clinical skills taught at the University of Gloucestershire

Students will receive theory and practice sessions based on best practice from Clinical skills.net and the Royal Marsden Manual of Clinical Procedures

It is the student's responsibility to ensure the organisation they have a placement with allows them to undertake this skill

All skills performed by students either need to be under direct supervision or are signed as competent by their practice assessor

Some skills will be signed by the University as having been complete through simulation and those are highlighted in your skills passport

The Nursing Field Skills guide should be used to guide students and practice supervisors/Assessors

The aim of the guideline is not to restrict the practice development of our students and their educational experience but to help protect both student and Practice assessor/Supervisor accountability by providing a greater level of clarity to the clinical expectations.

The skills are presented in TWO sections – Proficiencies and Medicine Management and have been divided into four categories that provide detail on whether or not a student can undertake the skill and are numbered and colour coded as follows:

1	YES, Direct supervision NOT required once assessed as competent by a Practice Assessor/Supervisor
2	YES, but always under DIRECT SUPERVISION by a Practice Assessor/Supervisor
3	YES, but ONLY following completion of relevant TRUST TRAINING AND REQUIRED COMPETENCIES – Documentation must be seen and verified by a Practice Assessor/Supervisor - skills may not be transferable between healthcare providers
4	NO, NOT in any circumstance

DIRECT SUPERVISION:

For the purpose of this document Direct Supervision means:

In the immediate presence and under the constant observation of a Registered Nurse who is suitably qualified to undertake the skill themselves and is able to assess student ability and performance.

The lists are not designed to restrict the autonomy or practice of Practice supervisors/Supervisors and DOES NOT give students an automatic right to undertake a skill because it appears in a certain category. **The Practice assessor/supervisor retains accountability for assessing an individual student's knowledge, attitude and competence.**

Relevant **NMC Standards** and **Local Trust Policy** should be read before any skill / procedure is undertaken.

Field Skills Guidelines - Section One: Proficiencies

Students undertaking these skills remains at the supervisor's discretion. Previous competence can be evidenced by student in ePAD or proficiencies passport

SKILL	ADVICE
1.Disconnect IV infusion – *Trained Staff to Flush	1
2.Removal of Cannula	1
3.Removal of SC device e.g. Butterfly	1
4.Removal of urethral catheter	1
5.Removal of supra-pubic catheter	1
6.ECG recording	1
7.Removal of sutures / staples	1
8.Measuring and application of TED stockings	1
9.Insertion of Oro-pharyngeal airway	2
10.Insertion of Naso-pharyngeal airway	2
11.Application of POP Backslab (Not Cylinder)	2
12.Insert SC device e.g. butterfly for infusion purposes	2
13.Undertake bladder washout	2
14.Insert WIDE BORE NG tube for drainage purposes	2
15. Run through, flush, connect and administer via wide NG	2
16. Insertion of FINE BORE NG tube for feeding purposes	2
17.Remove / replace inner tracheostomy tube	2
18. Fine bore suctioning via Tracheostomy, ET tube or other Airway adjunct.	2

SKILL	ADVICE
19. Insertion of Male urethral catheter/Supra-pubic	3
20. Venepuncture	3
21. Blood Glucose Monitoring	3
22. Defibrillate with AED	3
23. Set up / alter rate of SC infusion	3
24. Monitoring of patient during Blood Transfusion	3
25. Cannulation	3
26. Pressure bandaging – including 3/4 layer	3
27. Flu Vaccination under PSD	3
28.Removal of CVP	4
29.Removal of Arterial Line	4
30.Obtaining an Arterial blood sample by any means	4
31.Zeroing an Arterial Line	4
32.Assist with surgery that involves hands in wounds	4
33.Parenteral feeding – checking, setting	4
34. Ear irrigation	4

Have You Checked: **With Your Practice assessor/supervisor?**
Trust Policy?

Field Skills Guidelines - Section Two: Medicines Management

The guidance incorporates rationale from the NMC Standards and policy from other relevant organisations. **The Registered Nurse retains accountability for Medicine Management at all times** and therefore the list must be used in conjunction with the **NMC standards** provided, **Local Trust Policy** before, **Under Direct Supervision**, a student can undertake any of these skills.

SKILL	ADVICE	NMC STANDARD FOR MEDICINE MANAGEMENT
1. Disconnect IV infusion - * (Trained Staff to Flush)	1	
2. Check, calculate dosage and administer NON-CONTROLLED drugs through the following routes: inhalation, PO, PR, PV, SL, topical, eyes, ears, enteral feeding tubes, IM and SC injections	2	In accordance with NMC Must provide evidence of passing UOG Numeracy Test Always under DIRECT SUPERVISION
3. Run fluid through a giving set prior to connection to an IV device by a Qualified nurse	2	Under direct supervision of the nurse who will be administering the solution.
4. Drawing up (preparation) of IV medicines	2	As Above:
5. Alter rate of infusion on manual drip set	2	Must provide evidence of passing UOG Numeracy Test
6. Act as only second checker for Controlled drugs *CHECK TRUST POLICY*	2	For administration Only:
7. Change infusion fluid bags	2	Under Direct Supervision
8. Administer Vaccinations / Immunisations	3	DH The Green Book (2006), HPA Standards (2005)
9. Act as only second checker for IV drugs	4	Exceptional Circumstance:
10. Act as only second checker for controlled drugs stock	4	Exceptional Circumstance:
11. Set up / alter rate of IV infusion pumps	4*	Training may be accessed in year 2/3
12. Administration of IV solutions / medicines	4*	Training may be accessed in year 2/3
13. Connecting IV infusions and flushing lines	4*	Training may be accessed in Year 2/3
14. Add drugs to fluid for IV infusion	4*	Training may be accessed in year 2/3
15. Act as only second checker of any blood products	4	NPSA- Right patient, right blood (2006)
17. Supply or administer a PGD	4	

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