



BU Concerns Protocol Supplementary Guidance

In response to
Emergency & Recovery Programme Standards (NMC 2021)

Version 2: Updated 09/02/21

Created by University Practice Learning Advisors, Head of Practice Education, Bournemouth University.

Faculty of Health & Social Sciences

Introduction

Bournemouth University (BU) works in partnership with a wide range of providers of health and social care in its provision of practice placement experiences for students on all professional programmes.

For the purpose of practice learning students:

- 3rd year opt in students will not have supernumerary status.
- All other students will be supernumerary
- Depending on programme / stage of programme will spend specified time in practice.
- Will be supervised and work within an appropriate delegated framework.

This document is supplementary to the Concerns Protocol (BU 2016). Placement providers may also provide students with a process of raising concerns and these will be used in conjunction with this document given that they are also employees of the placement provider as part of the response to the national emergency. Professional and organisational policy must also be followed when documenting, reporting and managing concerns.

Confidentiality

Students and those supporting students must uphold confidentiality when raising a concern. While it may be necessary to share names of personnel this should only be done so after clear consideration and only as part of the formal process for raising a concern. Students and those supporting students will adhere to the standards of their professional body to support professional practice and appropriate disclosure.

Monitoring and Reporting

Through the processes outlined within this document the Head of Practice Education and key personnel will have oversight of all incidents where a concern is raised in practice. Where relevant, a summary of concerns will be shared and reviewed with practice partners, commissioners and, as required, regulatory bodies.

Glossary and Abbreviations

Practice Supervisor / Assessor

Whilst the emergency standards are in effect, this is a practitioner who supports learning and assess practice. They must have suitable equivalent qualifications for the programme the student is undertaking. For Students on NMC approved programmes this may be the same person. (NMC 2020, E5.1)

Academic Assessor

NMC role: the Academic Assessor must be on the same part of the register the student wishes to enter. They are responsible for overseeing the assessment and supporting practice when concerns arise. They endorse assessment decisions.

Academic Adviser (AA).

Academic Advisers are responsible for the academic and pastoral support of the student during their programme. Sometimes known as tutor.

Placement Support Team.

The team of professional support staff employed by Bournemouth University to manage student placements in conjunction with practice partners.

Head of Practice Education (HoPE).

This post is located within the Faculty of Health and Social Sciences and has a strategic leadership role in the quality assurance of practice learning for programmes within the Faculty of Health and Social Sciences at Bournemouth University.

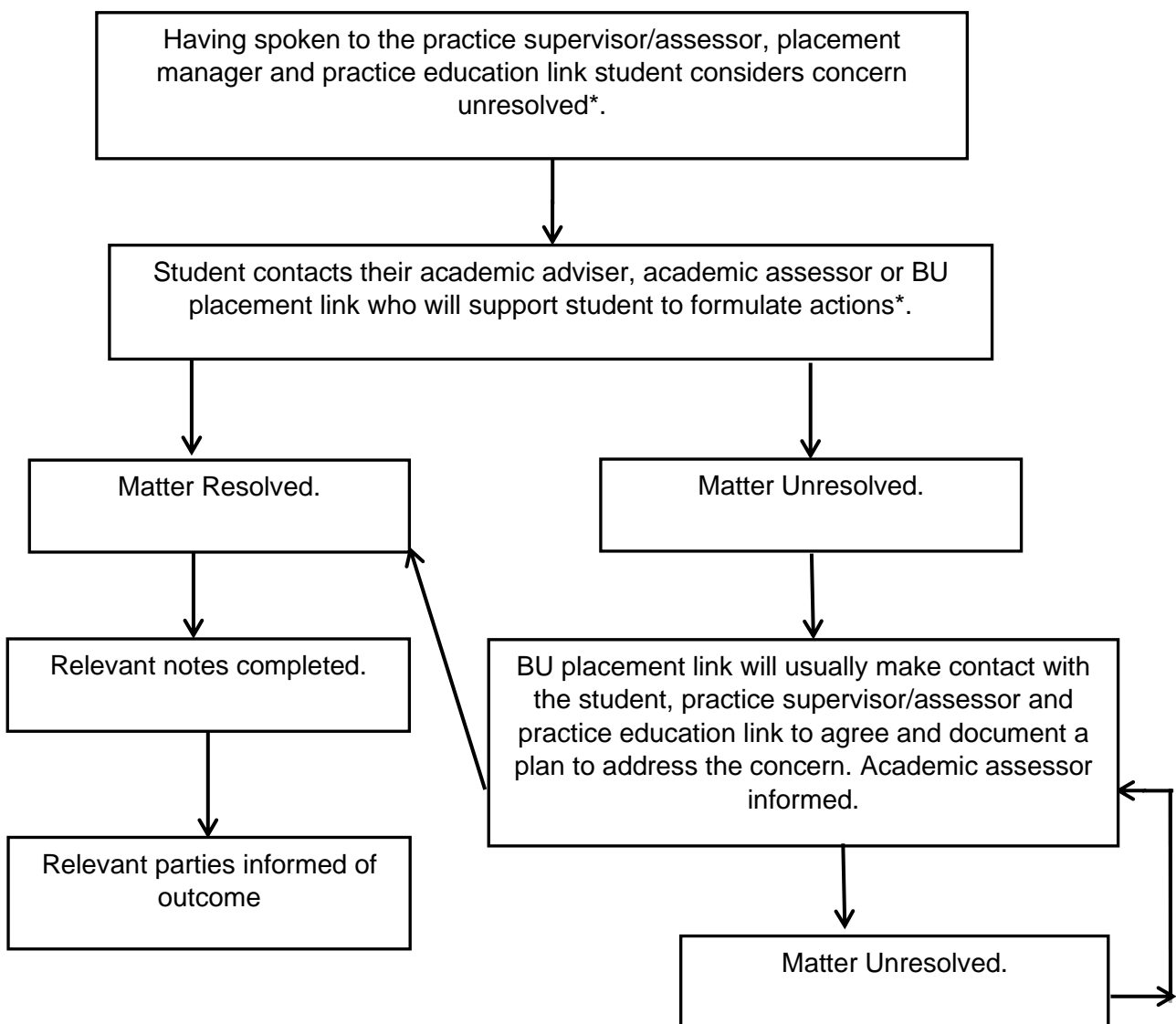
University Practice Learning Adviser (UPLA) / Link Midwife Teacher / Placement Tutor for Occupational Therapy and Physiotherapy – Bournemouth University (BU) Placement Link.

The function of these roles is to assure the quality of the learning environment working in collaboration with practice-based personnel. Each practice placement will have one of these roles attached to it. For ease, within this document these roles will be referred to as the BU Placement Link.

1. Concern Regarding the Quality of the Learning Environment.

In conjunction with the [BU policy Raising Concerns \(whistleblowing\) policy & procedure](#) this algorithm should be utilised when a student identifies concerns relating to the quality of the learning environment such as:

- Level of supervision not appropriate to the student and their stage of programme whilst mindful of scope of practice.
- Placement has altered and falls outside of scope of practice for the student's level / field of study.
- Not being offered supported protected learning time.
- Safety concerns not being addressed.



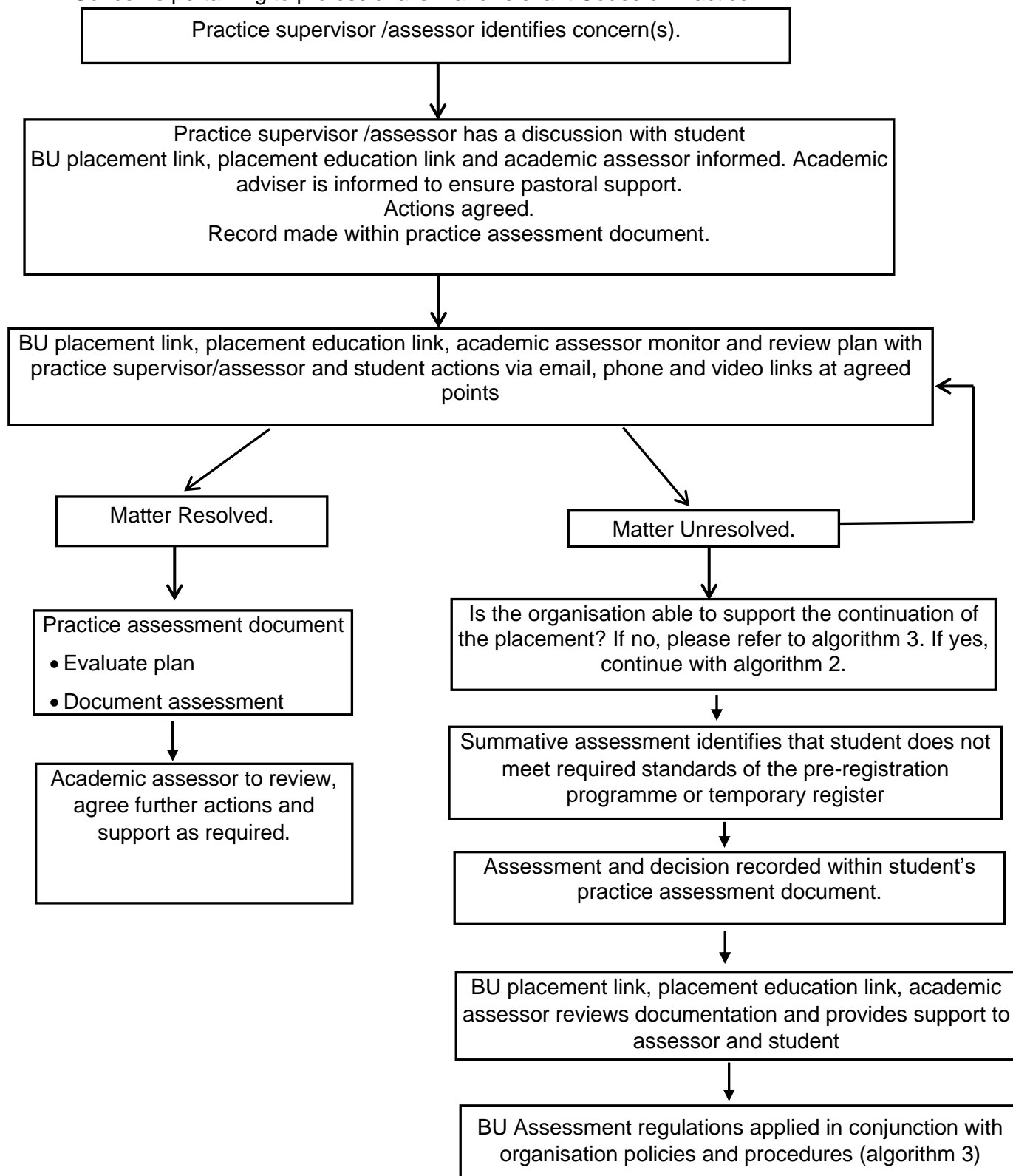
* Useful resources: Raising Concerns Checklist (Appendix B) and the BU resource 'Getting the most out of your practice placement' available from:

[https://www1.bournemouth.ac.uk/discover/faculties/faculty-health-social-sciences/placements/placement-information-students/nursing-programme-information.](https://www1.bournemouth.ac.uk/discover/faculties/faculty-health-social-sciences/placements/placement-information-students/nursing-programme-information)

2. Placement concern regarding student practice

Concerns can include:

- Exceeding scope of practice
- Health and Wellbeing Concerns
- Progression not as expected given the student's stage in the programme.
- Ongoing failure to comply with local policies and guidelines
- Concerns pertaining to professionalism and relevant Codes of Practice.



3. Concern that student conduct indicates that placement provision will be withdrawn.

