

WoSSP

Whole-of-System Student Placements
for undergraduate medical, nursing and allied health students

Planning Module and Resource Kit



The Whole-of-System Student Placements model was developed through a partnership between Monash University, La Trobe University and Castlemaine Health.

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2 Getting started

- T2.2.a Rural health system analysis checklist
- T2.2.b Terms of Reference Steering Group
- T2.2.c Memorandum of Understanding
- T2.4 Clinical placement structures
- T2.5 Student placement allocation spreadsheet (MS Excel)
- T2.6a Curriculum map
- T2.6b WoSSP program objectives

3 Developing the program

- T3.2 Action plan
- T3.4 WoSSP clinical educator PD
- T3.5.a Information sheet for student supervisors and health service staff
- T3.5.b Brochure for patients, carers and their families
- T3.5.c Information sheet for prospective students
- T3.5.d Poster for GP clinics and health services
- T3.6 Community services brief
- T3.8.a Student placement policy
- T3.8.b Student code of conduct
- T3.8.c Safety for patient home and service visits
- T3.8.d Patient selection policy
- T3.8.e Patient home visits and appointments procedure
- T3.8.f Patient clinical handover procedure

4 Engaging health services and recruiting patients

- T4.1 Patient-centred curriculum planning timelines
- T4.2 Patient information sharing agreement
- T4.3.a Patient database spreadsheet (Ms Excel)
- T4.3.b Patient selection checklist
- T4.5.a Patient written consent form
- T4.5.b Student confidentiality agreement
- T4.6 Patient health summary
- T4.7 Patient appointment letter

5 Customising and teaching the program

- T5.2 Teacher's guide
- T5.4 Student guide
- T5.6 Student teams-patient allocations
- T5.11 Patient/client certificate of appreciation
- T5.12 Student certificate of participation

6 Evaluating the program

- T6.1.a Evaluation planning matrix
- T6.1.b Student questionnaire
- T6.1.c Patient survey
- T6.1.d GP focus group interview questions
- T6.1.e WoSSP clinical educator interview questions
- T6.1.f Health service program coordinator interview questions
- T6.1.g Student focus group questions
- T6.1.h Health staff focus group questions
- T6.1.i WoSSP cost-benefit analysis
- T6.1.j Student placement data collection tables
- T6.2 Evaluation report

How to use this planning module

This Planning Module takes you through the steps needed to adapt the Whole-of-System Student Placement (WoSSP) model for your rural health setting. (See Figure 1 WoSSP workflow.)

It is not designed to be read 'cover-to-cover'. Specific resources and tools can be taken out and used separately by individuals or working groups involved in planning, teaching and evaluating your WoSSP program.

Module organisation

The WoSSP Planning Module has seven sections:

1. **Background**
Explains the educational features and concepts that underpin the WoSSP model
2. **Getting started**
Outlines how you can set up a shared approach to clinical placement planning
3. **Developing the program**
Outlines strategies to help you put your WoSSP plans into action
4. **Engaging health services and recruiting patients**
Explains how to embed the educational supports for your WoSSP program within an appropriate health service
5. **Customising and teaching the program**
How to prepare and implement your WoSSP curriculum activities
6. **Evaluating the program**
Ways of monitoring and refining your WoSSP program over time
7. **Resource kit**

Module content

Module sections 1–6

Each Module section includes the following resources:

- a brief overview of the topics covered
- practical guidelines that address discrete elements of the WoSSP implementation process. Guidelines feature a WoSSP header including the title 'Guideline'. They are numbered according to their section and order in the implementation workflow, for example, *G2.6 Mapping the curriculum* is the sixth guideline in *Section 2 Getting started*. Each guideline defines any specialised terms used, which are presented in bold the first time they appear.

Resource Kit

The Resource Kit contains tools in Word or Excel format, numbered to match the guideline they support, for example, *T2.6.a Curriculum map* is the first tool that supports *G2.6 Mapping the curriculum*. There are two types of tools:

- Tools that you can adapt for your clinical placement setting and format to suit your organisational requirements. These tools are generally used by and aimed at health services involved in the program as well as the WoSSP clinical educator and students. They include items such as the memorandum of understanding, policies and checklists
- Tools that incorporate the WoSSP 'look and feel'. These are generally used to inform and involve the local community (including related health service providers) about the WoSSP model. They include an introductory WoSSP brochure and poster, information sheets and a certificate of participation for students, as well as the Community Services Brief, Teacher's Guide and Student Guide.

The Tools section also includes the WoSSP master glossary which explains the key concepts and terms used in the Planning Module

A CD with electronic versions of the WoSSP planning tools is located at the back of this folder.

Who is this Planning Module for?

The WoSSP Planning Module has a range of audiences including:

- WoSSP Steering and Working Groups established by clinical placement and health education provider partners
- health education course coordinators and educational program developers/evaluators involved in WoSSP program development and implementation
- health service staff
- clinical placement administrators
- WoSSP clinical educators, teachers and clinical supervisors involved in WoSSP clinical learning and teaching activities

Clarifying definitions: 'patients' and 'clients'

We have chosen to use the term 'patient' to include patients, clients and users of health services.

We use the word patient in a humanistic way to distinguish the person in a particular healthcare encounter from the health practitioners involved. This is not to suggest a narrow view of healthcare or to view individuals or their carers in a passive way.

We acknowledge that health professionals use different terms to describe the people they work with when providing health services.

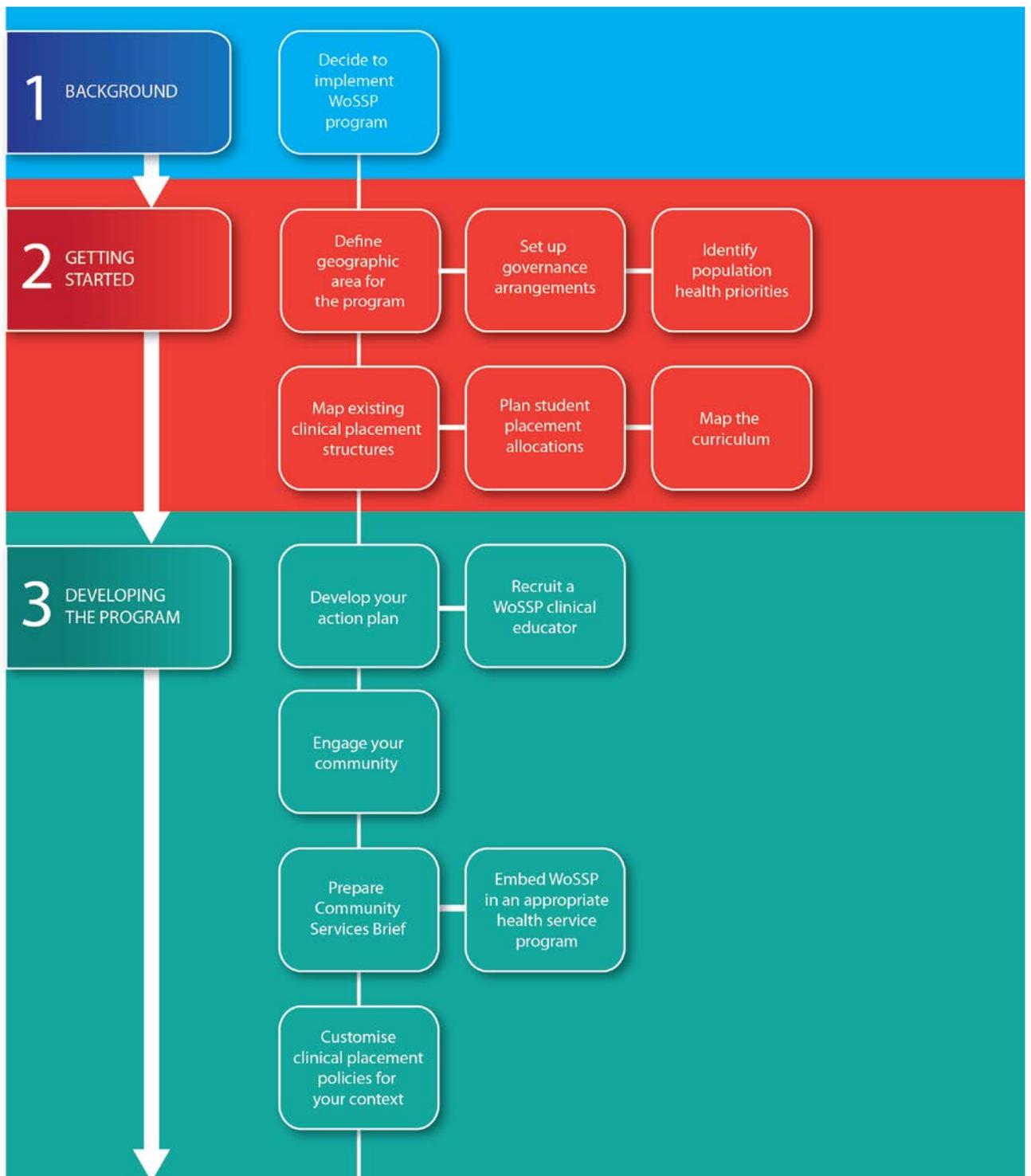


Figure 1 (a) WoSSP implementation workflow

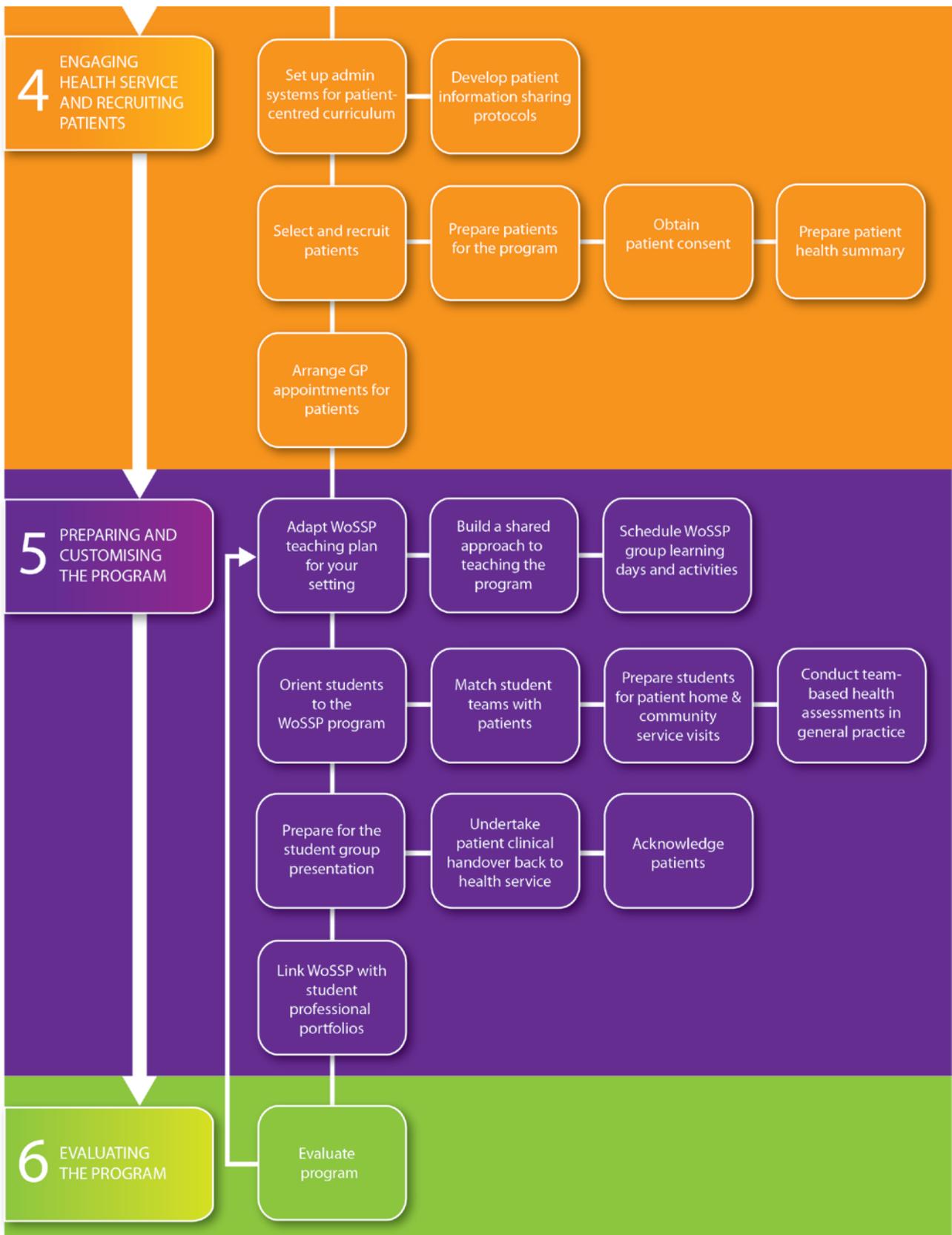


Figure 3 (b) WoSSP implementation workflow

Where has this planning module come from?

With the support of strategic project funds received through the Department of Health, Victoria (June 2011-December 2013), the Monash University School of Rural Health and La Trobe University Rural Health School partnered with Castlemaine Health to develop and pilot the Whole-of-System Student Placement (WoSSP) model in the Mount Alexander Shire in Victoria. Community and health service representatives were also involved as Project Advisory Group members.

The WoSSP initiative was specifically designed for professional entry medical, nursing and allied health students in their final years of undergraduate clinical training.

Our objectives were to:

- improve the coordination, efficiency and quality of clinical placements for students in smaller rural health services
- provide a mechanism for inter-professional learning and systems-based health education
- design structured clinical learning experiences to enable students to interact with and learn from patients with complex, chronic health conditions

We used collaborative, action research methods to test whether students from multiple health disciplines could achieve important educational objectives by engaging with allocated patients in a range of environments within the Mount Alexander Shire (including the local hospital, general practice, community health settings and in patient homes). These interprofessional learning activities had a specific focus on patient-centred care and were adapted to suit the local healthcare system. One day per week was devoted to WoSSP program activities as part student clinical placements.

Forty-eight professional entry students from nursing, medical and allied health disciplines participated in the 2012 WoSSP pilots. Forty-five students participated in the program in 2013.

This Planning Module brings the educational resources developed over the course of the WoSSP pilots into one place to enable the model to be implemented in other small rural health service settings/local government areas across Victoria and more broadly.

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Castlemaine District Community Health
Castlemaine Health Hospital Admissions Risk Team
Central Victorian Health Alliance
Lyttleton Street Medical Clinic
St Luke's Anglicare
Mostyn Street Clinic
Mount Alexander Shire Council

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