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# Preparation and Evaluation Sheet: <insert name of skills station >

**ANY RESOURCES RELEVANT FOR THIS SKILLS STATION:**

|  |  |  |
| --- | --- | --- |
| **Type** | **Title** | **Web link** |
|  |  |  |
|  |  |  |

**FORMAT SUITABLE FOR: TIME REQUIRED:**

[ ]  Self-directed learning (page 1 and 2) **<insert> minutes**

[ ]  Instructor (6 participants per instructor) (page 2 and 3) **<insert> minutes**

**EQUIPMENT/ RESOURCES REQUIRED:**

Skills box available: YES [ ]  NO [ ]  ***(SELECT if available)***

Manikins/Part-task Trainer:

Room set up:

Consumables:

Other:

**SKILL STATION MAPS TO**

|  |  |
| --- | --- |
| Standard 1. Clinical Governance  | [ ]  |
| Standard 2. Partnering with Consumers | [ ]  |
| Standard 3. Preventing and Controlling Healthcare Associated Infections | [ ]  |
| Standard 4. Medication Safety  | [ ]  |
| Standard 5. Comprehensive Care  | [ ]  |
| Standard 6. Communicating for Safety | [ ]  |
| Standard 7. Blood management | [ ]  |
| Standard 8. Recognising and responding to Acute Deterioration | [ ]  |
| Other: Great Care Triangle: Excellent Clinical Outcomes | [ ]  |

**CRITICAL STEPS CANDIDATES MUST DEMONSTRATE** *(keep simple-this is not every step of the skill)*

|  |  |  |
| --- | --- | --- |
| DOMAIN | STEPS |  |
| SKILL | <insert critical steps> | [ ]  |
|  |  | [ ]  |
|  |  | [ ]  |
|  |  | [ ]  |
|  |  | [ ]  |
|  |  | [ ]  |

**TIPS AND TRICKS**

<insert tips and tricks self-directed learning, or for facilitator to describe or demonstrate during skills session>

#

# Facilitator step-by-step guide: <insert name of skills station >

A. Review learning objectives (<insert mins) (<insert total mins>)

By the end of this module, you should be able to:

 <insert 1-4 objectives>

B. Overview of the session (<insert mins) (<insert total mins>)

Outline time frames to preview

<insert time frame> minutes discussion and demo

<insert time frame> minutes practicing skills (aim to maximise hands on time)

<insert time frame> minutes discussion and wrap up

C. Participants prior experience (<insert mins) (<insert total mins>)

Has anyone …

D. Workshopping/Facilitator Demonstration (<insert mins) (<insert total mins>)

Facilitator discusses and demonstrates, refer to resources/ critical steps, as appropriate

E. Participants performing skills (<insert mins) (<insert total mins>)

Under direction of facilitator(s), participants practice/demonstrate skills

* Solo with facilitator talking it through *(can do a silent demo first- to enhance observation)*
* Then participant (1) talks participant (2) through
* Then participant (2) solo and talking it through to next participant

Correct any mistakes along the way to ensure they do not learn incorrect steps

F. Session wrap up (<insert mins) (<insert total mins>)

-Thank them for participating and ask for take-away message from the skill station,

-Reinforce as per session objectives

<insert objectives>

Thank them for participating, invite them to attend again and offer options (if available) for further simulation training within hospital.

Ask them to fill in evaluation (if available) at the end of the session/day, to allow for ongoing improvement of sessions