

Student Placement -Roles and Responsibilities

Speech Pathology, Occupational Therapy, Physiotherapy, Exercise Physiotherapy, Dietetics

PURPOSE

This Framework aims to provide a governance structure to clearly define the roles and responsibilities that Students and AHPs have while a student is on placement at Life Choice. It includes the expectations of both students, supervisors, AHPs and managers while the placement takes place.

Core Competencies - Competencies that students are required to demonstrate as a basic level of skill/performance. Roles and responsibilities of the allied health practitioner (AHP), and allied health manager.

Scope of practice - Scope will consider clinical governance, risk management and regulatory frameworks. Scope of practice should be determined by relevant staff (managers, allied health practitioners). Scope of practice should include:

- Full spectrum of role, functions, responsibilities, activities and decision-making capacity that individuals within that profession are educated, competent and authorized to perform.
- Tasks in which the student has been learnt during their University degree or been exposed to on previous placements and is competent to safely perform
- Scope will vary depending on the year level of the student, setting and discipline needs

RATIONALE

At the time of the development of this document, no frameworks have been published by the NDIS to instruct or direct organizations in regards to the core competencies and expectations of students. This framework has been developed with reference to the following frameworks and documents. It has been based on information related to Allied Health Assistants where possible:

1. NDIS Website, Practice Standards and Priceguide
2. CQU Occupational therapy Professional Practice Manual
3. University of Queensland Education for Placements
4. Speech Pathology Australia Clinical Education Position Statement

Confidential Document

Doc_312 Student Placement – Roles and Responsibilities

p1

© This document is the property of Life Choice.

Once printed this document is considered an uncontrolled version.



CORE COMPETENCIES

1.0	Student Competencies, Roles and Responsibilities	Reference
1.1	Be covered by the professional indemnity insurance of the Univeristy	2, 3
1.2	Be currently enrolled in a relevant University Degree and be undertaking placement as part of this University degree	
1.3	Understands that a student is there to learn and gain experience and does not replace the need for an AHP.	1, 2, 3
1.4	Must work under the supervision of a registered AHP at all times.	1
1.5	Must have a designated clinical supervisor (internal and/or external)	2, 3
1.6	Must demonstrate active participation in formal supervision sessions and reflective practice. Supervision may be from within the company and/or externally provided for by the University.	2, 3, 4
1.7	Must have completed all student preparation required by the University and follow the advice of the Life Choice Student Orientation Manual.	
1.8	Only completes tasks delegated by an allied health professional as part of their placement learning.	
1.9	Only completes tasks that are within skill level and seeks clarification where required.	2, 3
1.10	Only completes tasks that are within scope of practice. Please note: Individual Scope of Practice (in addition to scope of practice stated below) are to be completed in clinical supervision based on experience and demonstrated skills.	
1.11	Provides a defined range of treatments and assessments prescribed or supported by the AHP.	
1.12	Is able to identify own training and education requirements and is able to recognize and feed back any issues undertaking the delegated task, and request additional information and/or support as required.	2
1.13	May complete both clinical and administrative/ support tasks delegated by a clinical or professional supervisor.	2, 3, 4
1.14	Seeks support of the AHP where there is concern about the safety or wellbeing of the client.	2, 3
1.15	Students identify themselves as students to clients, their carers and other facility staff.	2
1.16	Students will attend all scheduled activities related to their practice placement and unit requirements. If unable to attend, students are to contact their practice educator as soon as possible.	2
1.17	Accept a level of responsibility for the care provided to patients assigned to them, under the supervision of their practice educator.	2, 3

Confidential Document



1.18	Manage the designated caseload, related responsibilities and communicate with their supervisor.	2, 3
------	---	------

2.0	Students MUST NOT:	Reference
2.1	Be a substitute to an AHP or have their services billed separately to their supervising AHP.	1
2.2	Deliver assessments or select clients for assessment or intervention without supervision.	1
2.3	Make clinical decisions regarding client care or developing care plans without supervision.	1
2.4	Independently alter a plan of care or treatment goals or change any treatment.	1
2.5	Independently submit reports.	1
2.6	Discharge clients from treatment without the consent of the supervisor.	1
2.7	Knowingly withhold information important for the AHP to make an informed decision about client care.	

3.0	SUPERVISING AHP ROLES & RESPONSIBILITIES	Reference
3.1	Support the student to develop learning goals and achieve these while on their student placement by organising learning opportunities.	2, 3
3.2	Remains overall responsible for the participant, their assessment, intervention and reporting.	1, 2
3.3	Maintains a clear understanding of the students role and is able to communicate this clearly to the student.	2, 3
3.4	Maintains a clear understanding of each individual student's level of skill and scope of practice.	
3.5	Able to identify with clinical reasoning and participant consent which tasks are able to be delegated to a student and which appointments may be observed.	
3.6	Provides the appropriate amount of supervision and training necessary to support the student while on their placement.	2
3.7	Be familiar with the learning outcomes of the student's specific University Course and placement.	2
3.8	Respond to student feedback and refine supervision skills and placement opportunities if required.	4

Confidential Document



3.9	Develop a timetable for the student during their placement that include all essential and additional learning experiences and supervision.	2
3.10	Ensure that the University has the correct contact details and is informed of any student absences.	2
3.11	Completes all assessment documentation required for the student to complete their placement and provide both written and verbal feedback to the student in a timely manner.	2

4.0	ALLIED HEALTH MANAGER/DIRECTOR RESPONSIBILITIES	Reference
4.1	Provide clinical leadership to wider team.	
4.2	Take over the role of the supervising AHP should they be away while the student is on placement.	
4.3	Promote and develop innovative service delivery strategies.	
4.4	Review regularly and adapt (when required) position descriptions to better reflect scope of practice.	
4.5	Ensure policies and work instructions are clear so that organizational expectations are understood throughout the wider team.	
4.6	Work with AHP's and students to ensure appropriate level of training is available.	

Confidential Document

Doc_312 Student Placement – Roles and Responsibilities

p4

© This document is the property of Life Choice.

Once printed this document is considered an uncontrolled version.



SCOPE OF PRACTICE (Student)

5.0	STUDENT:	
5.1	Training:	Education – Must be currently enrolled in a relevant University Degree and completing their Student Placement
		Further training – No further formal training required.
		Recency of Practice – None required
		Level of experience – None required
5.2	Competency	Knowledge - Is able to deliver therapy programs, assessment, and draft reports in line with their University Grade level and education. Requires direct supervision for all areas of practice and support to develop knowledge in their discipline.
		Demonstrated areas of competent practice – Is able to follow and develop professional skills in line with their University and professional competencies.
5.3	Supervision	Level of Supervision: Must work under the delegation and direct supervision at all times of a therapist. Formal and informal supervision should be provided regularly during the placement. The student should also undertake reflective practice to undergo self-learning.
5.4	Level of services provided:	
	Administrative Roles	<ul style="list-style-type: none"> Schedule or confirm client appointments
	General Client Related Activities	<ul style="list-style-type: none"> Assisting with set up and pack up of therapy sessions (i.e. assisting therapist to pack away toys and items) Making client resources (visuals etc.) Conducting intervention under supervision Conducting informal and formal assessments under supervision Accurately document client progress using Echidna Develop client handouts/ community education Score and interpret assessments under supervision Assist and/or deliver group programs Draft reports
	AH Team	<ul style="list-style-type: none"> Actively contribute to multi-disciplinary team meetings, case conferences, team projects and activities. Contribute to quality improvement activities providing feedback/ input regarding own scope of practice under the guidance of an AHP.
	Paeds	<ul style="list-style-type: none"> All areas

Confidential Document





Maryborough
75 Lennox Street
Maryborough Q 4650

Hervey Bay
1/1-17 Hershel Court
Urraween Q 4655

07 4123 6288
info@lifechoicewbb.org
www.lifechoicewbb.org

	Adults	<ul style="list-style-type: none">• All areas
--	---------------	---

Confidential Document

Doc_312 Student Placement – Roles and Responsibilities

p6

© This document is the property of Life Choice.

Once printed this document is considered an uncontrolled version.

