

Supervisor Guide: Managing Difficulties on Placement

This guide describes the procedure for managing difficulties on placement. From time to time, supervisors may experience difficulties with the student whilst on placement. This may include difficulties with:

- conduct,
- ethical behaviour,
- avoidance of tasks,
- receptiveness to feedback,
- concerns regarding placement progression
- concerns regarding management of clinical work,
- concerns regarding fitness to practice,
- non-attendance at supervision

If difficulties arise on placement, the supervisor is encouraged to discuss this with the student as soon as possible in order to support the student. It is recommended that the supervisor:

Step 1: Inform the Student of Concerns

- 1) Advise the student of your concern and the competency domain the concern relates to;
- 2) Reiterate the professional behaviour expectations for students on placement: As per the Course Handbook *"Candidates may have their candidature terminated on the grounds of unsatisfactory progress or unprofessional or unethical conduct... The student will be given the opportunity to show cause as to why such action should not be taken."*
- 3) Advise the student that you want to support him/her to remain on placement and would like to speak with him/her about your concerns following the next Group Supervision or during Individual Supervision. If necessary, inform the student of any preparation they are required to complete for the meeting (i.e., reflect on problem areas, identify barriers and contemplate solutions; devise a task list to complete outstanding workload). Advise that this plan will be checked regularly.
- 4) Advise the student if they are having difficulties outside of placement (e.g., personal issues, illness or injury, other stressors) to advise the supervisor and the Placement Coordination Team (via AskUNE) so that the circumstances can be taken into consideration and alternative support offered, if appropriate.

Step 2: Make a Plan with the Student to Manage the Concern

During your face to face conversation with the student:

- 1) Re-iterate your concerns and the consequences of the students actions;
- 2) Ascertain the problem from the students perspective;
- 3) Discuss any preparatory information you have asked the student to complete;

- 4) Collaboratively create a specific and time-limited plan with the student to manage the concern. This may include devising a SMART Goal or engaging in problem-solving.
- 5) Discuss with the student the specific course of action they are required to take and how performance should be monitored. For example, utilising the Reflection section and Supervisor Comments section of the Logbook may provide a useful mechanism to review the student's progression towards goals/tasks.
- 6) Inform the student of the consequences of not following the agreed upon course of action. For example, risk of failing the placement, receiving a 'unsatisfactory' grade on the placement review.

Step 3: Monitor Progression

Monitor the student's progression in the manner that you have agreed upon.

Step 4: Inform Placement Coordinator if Difficulties Persist

If these difficulties persist please contact the Placement Coordinator. The Placement Coordinator can assess and help problem-solve any difficulties with the student and, if necessary, facilitate discussion between the student and supervisor.