

Guidelines for Indirectly Supervised Visits (IDSV) in NHS Grampian Community

This information is for Practice Supervisor/Practice Assessor [PS/PA] and 3rd PART & 4th PART student nurses only, on a community placement and provides guidance in relation to the delivery of care during an indirectly supervised visit (IDSV). These visits may include/ involve prescribed medications as part of wound dressings, topical preparations, eye drops, bladder and bowel care preparations. This care must be routine, with a care plan in place and not involve patients/clients who are being introduced to a new care regime.

	PS/PA RESPONSIBILITY	STUDENT RESPONSIBILITY
<u>1.Safety</u>	<p>Ensure the student has access to:</p> <ul style="list-style-type: none"> ▪ Safety policies/guidelines & emergency procedures. ▪ Mobile phones (own or work where available). ▪ Telephone number of base/contact numbers. ▪ Only appropriate patients selected for IDSVs. ▪ On IDSV, PART 3/4 students must NOT supervise other students. ▪ Latest National and local guidance around working practices related to Covid-19. ▪ Covid-19 PPE and guidance on how to use it. 	<p>The student to:</p> <ul style="list-style-type: none"> ▪ Read and adhere to safety guidelines /emergency procedures. ▪ Take mobile phone/contact numbers with them and use as appropriate. ▪ Be aware of how to contact a Registered nurse for advice. ▪ Be aware of appropriate emergency numbers. ▪ Read daily NHS G 'Covid Brief' and be aware of the latest Covid-19 guidance. ▪ Ensure they have access to PPE and know how to use and dispose of it safely.
<u>2.Competence</u>	<p>Is satisfied that the student:</p> <ul style="list-style-type: none"> ▪ Has completed a minimum of 4 weeks orientation to the placement area prior to undertaking IDSVs. This will then be assessed and at the discretion of the PS/PS, and a plan for specific IDSVs agreed. ▪ Has knowledge, skills and level of competence to undertake IDSVs however the PS/PA is still accountable for the student's actions (The Code NMC 2018. 11.1-11.3). ▪ Has the necessary communication skills. ▪ Gives feedback following the IDSVs regarding care delivered; patient progress and possible change to care required. ▪ The patient and care are re assessed a minimum of weekly by a Registered Nurse. ▪ Has completed the competence programme, with documented evidence, for Venepuncture skills & knowledge, before dependently being able to practice. ▪ With a 'Practice Learning Support Protocol' should NOT carry out IDSVs unless discussed/agreed with PEF/PE. 	<p>The student to:</p> <ul style="list-style-type: none"> ▪ Take responsibility to inform the PS/PA of their limitations in circumstance when they do not have knowledge, skill and competence to make IDSVs. ▪ Only perform care as documented in the patient care plan and that which has been agreed, in advance, with the PS/PA. ▪ Contact the PS/PA/Base if the patient's condition has deteriorated or is different from what they were expecting to see. ▪ Discuss any potential need to change care defined in care plan with the PS/PA who will then make their own assessment regarding changes required. ▪ Produce the completed competency documentation which demonstrates the required standards, prior to independently undertaking Venepuncture skills. ▪ Clearly document all their activities and sign the appropriate paperwork/online record.

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<u>3. Medication</u>	<p>Must be satisfied that the student:</p> <ul style="list-style-type: none"> ▪ Has previously been introduced to a patient/client, observed and delivered care for that individual, been assessed as satisfactory, then they may visit that patient/client on their own to undertake an indirectly supervised visit (IDSV). ▪ Has the necessary skills to carry out the administration of these medicines and remains accountable for delegating the care as detailed in the care plan to the student. ▪ Will not give medication via oral, enteral or parenteral routes or injections of any type unless <u>under direct supervision</u>. Those types of care are not suitable as IDSVs. ▪ Is aware that patients/clients receiving care involving medication must have an individual prescription for the medication within the home held nursing records and the care must be detailed on a nursing care plan. 	<p>The student will:</p> <ul style="list-style-type: none"> ▪ Not give medication via oral, enteral or parenteral routes or injections of any type unless under direct supervision and as per NHS G policy. These types of care are therefore not suitable as IDSVs. ▪ At no time give medications that are prescribed under a Patient Group Directive. ▪ Be aware that patients/clients receiving care involving medication must have an individual prescription for the medication within the home held nursing records and the care must be detailed on a nursing care plan. ▪ Give feedback to the team after each visit and complete all records and documentation as required, with PS/PA support.
<u>4. Transport</u>	<p>The PS/PA may:</p> <ul style="list-style-type: none"> ▪ Allow students who choose to do so, to use own car to make IDSVs. ▪ Drop off and collect students at an agreed time so that opportunity to undertake an unsupervised visit is achieved ▪ Facilitate student visits within walking distance of the base ▪ Facilitate the student to make use of public transport. ▪ Following discussion with Team Leader, allow the use of a Pool Car (if available), as per NHS Grampian Workplace Transport and Site Safety Policy 2020. ▪ Only if appropriate, undertake and document a local risk assessment, to enable the student to use a bicycle/motorbike. 	<p>The student to be responsible for:</p> <ul style="list-style-type: none"> ▪ If using their own vehicle - The submission of car insurance documents to the Student Centre before start of community placement. ▪ Ensuring insurance documents demonstrate car insurance covers personal and business use and are in date to cover placement time/duration. ▪ The completion of RGU Mileage Claim pre-approval form and receive authorisation prior to commencement of placement. ▪ If using the NHS Grampian Pool car, produce valid driving licence and meet NHS Grampian Workplace Transport and Site Safety Policy 2020 requirements before using the car.