



South Western Sydney  
Local Health District



# Circulating and Instrument Nurse: **Proficient** Professional Development Pathway

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## Introduction

- The Professional Development Pathway for Instrument and Circulating Nurse Proficient (the Pathway) encompasses skill and knowledge development activities to support current, acting or aspiring Instrument and Circulating Nurse Proficient.
- The Pathway has been designed to support and provide a structured development plan, agreed upon between staff and their manager. It can be used as a resource to promote regular conversations as the staff member progresses through the Pathway and develops their knowledge, skills and capabilities. The Pathway can form part of the Performance Development Review cycle.
- The Pathway also supports Succession Planning initiatives which may contribute to Recognition Prior Learning (RPL) for some elements.
- The Pathway begins with an undertaking between the line manager and the staff member to set goals, agree on timeframes and to ensure that the staff member has the operational support to succeed.
- The Pathway then moves on to a suite of overarching professional development activities related to the Instrument and Circulating Nurse Proficient. This then progresses to the specific activities designed to guide the staff members development in Instrument and Circulating Nurse Proficient specific areas of their role.

## Transforming Your Experience

The Pathway supports Focus Area 4. Effective Leadership and Empowered Staff in the Transforming Your Experience (TYE) Implementation plan 2017-2023 and provides a framework for staff members to develop skills and achieve their full potential.

## Target audience

Current, acting, or aspiring Instrument and Circulating Nurses (2 years and above).

## Purpose

The purpose of the Pathway is to support career progression and succession planning as well as serve as a resource to guide professional development.

## Learning outcomes

It is expected that by working through the Pathway that the staff member will be able to

- perform the requirements of the position identified as part of the professional learning pathway.
- act as a mentor for others.
- contribute to the development of their service or specialty.
- advocate for nursing and or midwifery.
- contribute to the body of knowledge for their service or specialty.
- show evidence of professional development in career pathway.

## References

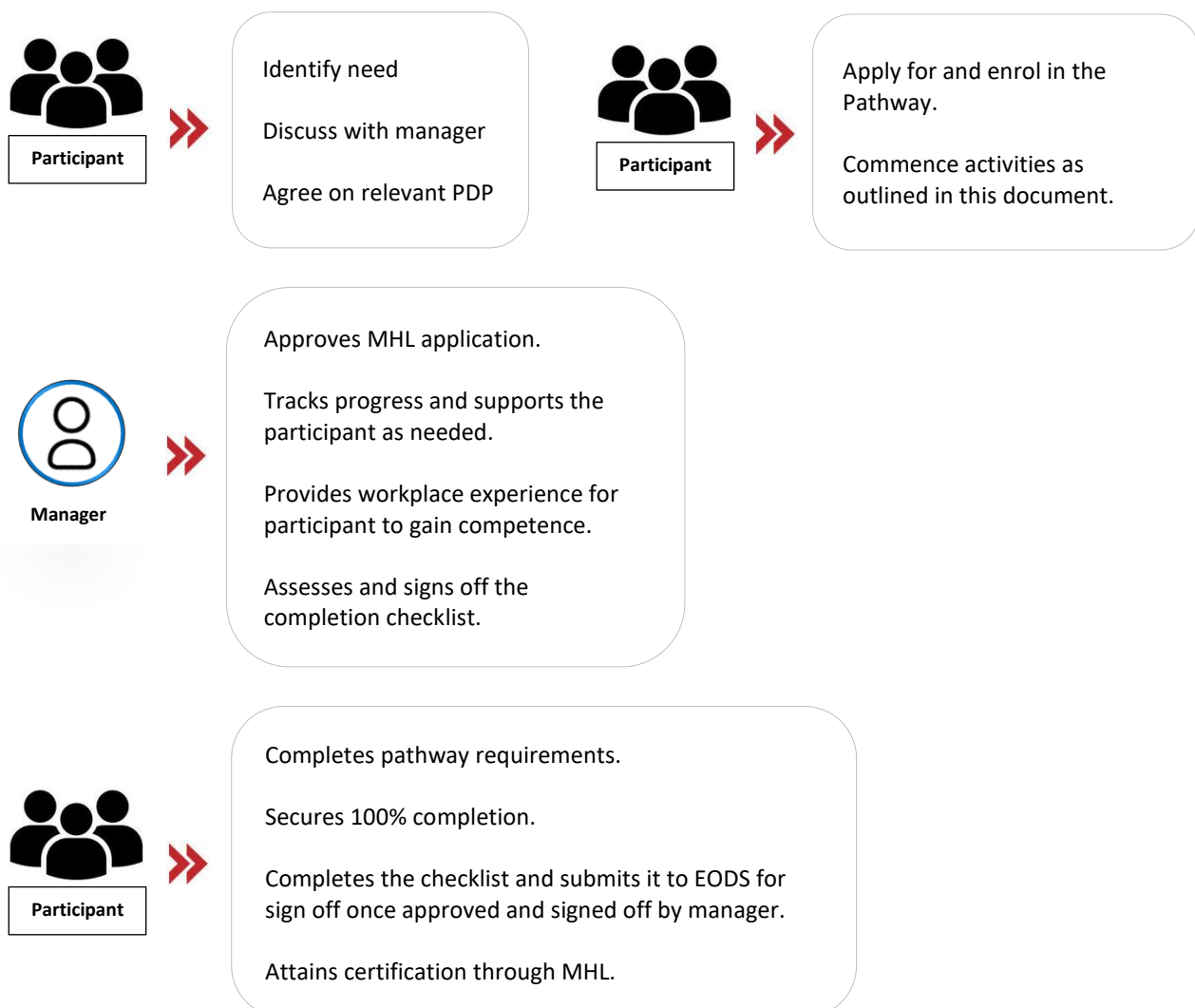
- SWSLHD Workforce Plan 2022-2028 (in DRAFT)
- SWSLHD Nursing and Midwifery Succession Planning Framework 2021

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## Application, Enrolment and Completion processes

1. Staff member or manager identify need, discuss and come to an agreement about the Pathway that would best suit professional development needs.
2. Staff member applies for the pathway through MHL. Manager approves. Staff member is enrolled.
3. Staff member progresses through the pathway.
4. At the end of each section, the manager reviews progress within the section with the staff member and ensures all activities are completed before the participant progresses to the next section within the pathway.
5. The Assignment Completion Checklist is completed and submitted to the Education and Organisational Development Service for sign off.
6. 100% completion is required within the pathway.
7. Upon 100% completion, the pathway will automatically generate a certificate of completion which will be visible and accessible through the staff member's transcript.

The above steps are also demonstrated through the following workflow diagram.



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## My Health Learning

The Pathway has been compiled in My Health Learning (MHL) for participants to easily access all requirements and track their own progress.

Managers and their delegates can track participants' progress in the pathway through MHL.

Each section includes online modules, classroom courses, external learning activities, operational assessments and assignments. A complete list of items is provided in following pages.

Each section of the pathway is listed separately to make it easy for participants to understand the requirements for each section and the number of activities that are required to be completed.

Managers, their delegates and/or the Preceptors are required to mark off the Operational Assessments.

Online modules automatically record completion once the modules are completed successfully by the participant.

Classroom courses will be marked off as completed by the Education and Training Administration team once the participant attended relevant classroom training.

Please refer to the Professional Development Pathways Guidelines document that is available on the website for detailed information on the various terms used in this document.

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## Section 1: Cardiac Surgery

### Learning Outcomes

- Describe the anatomy of the cardiovascular/cardiothoracic system.
- Discuss the diagnosis and treatment of cardiovascular/cardiothoracic disease.
- Become familiar with cardiovascular/cardiothoracic anatomy and its relation to disease.
- Identify complications as they arise in cardiovascular and cardiothoracic surgery
- Summarise and identify potential complications within cardiovascular/cardiothoracic procedures

### Online Modules

| # | Code      | Title   |
|---|-----------|---|
| 1 | CSK12128  | Vascular Nursing Module 1   |
| 2 | CSK12129  | Vascular Nursing Module 2   |
| 3 | 455570958 | Endovascular Clot retrieval (ECR)   |
| 4 | 339664570 | Module 1 Electrocardiogram (ECG) Fundamentals   |
| 5 | 359181145 | Module 2 Basic understanding of the electrocardiogram (ECG) and rhythm interpretation |
| 6 | 387120796 | Module 3 Commonly occurring complex rhythms and 12 lead ECG abnormalities             |
| 7 | 420313828 | Module 4 Lesser known rhythms and ECG interpretation                                  |

### External Learning Activities

Read [Teach Me Anatomy: the Heart](#)  
Read [Teach Me Anatomy: The Lungs](#)  
Read [Teach Me Anatomy: The tranbronchial tree](#)  
Read [Teach Me Anatomy; The pleurae](#)  
Read [Teach Me Surgery: Cardiothoracics Core Principles](#)  
Read [Teach Me Surgery: Cardiac](#)  
Read [Teach Me Surgery: Thoracic](#)  
Read [Teach Me Surgery: Pleural](#)  
Read [Teach Me Surgery; Arterial Disease](#)  
Read [Teach Me Surgery: Peripheral Vascular Disease](#)  
Read [Teach Me Surgery: Varicose Veins](#)

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## Section 2: Neurosurgery

### Learning Outcomes

- Describe the anatomy of the nervous system.
- Discuss the diagnosis and treatment of conditions of the nervous system.
- Become familiar with nervous system anatomy related to disease.
- Identify complications as they arise in neurosurgery.
- Identify a range of instrumentation and equipment used within neurosurgery and their functions.

### External Learning Activities

Read [Teach Me Anatomy: The Brainstem](#)

Read [Teach Me Anatomy: Structures of the Central Nervous System](#)

Read [Teach Me Anatomy: Pathways in the Central Nervous System](#)

Read [Teach Me Anatomy: Blood Vessels and Cerebrospinal Fluid](#)

Read [Teach Me Surgery: Flow and Pressure](#)

Read [Teach Me Surgery: Neurovascular Disease](#)

Read [Teach Me Surgery: Spinal Surgery](#)

Read [Teach Me Surgery: Neurological Malignancy](#)

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## Section 3: Act as a Preceptor and mentor new Staff

### Learning Outcomes

- Understanding of mentoring practices and principles.
- Identify the benefits, attributes, and responsibilities of being a mentor.
- Identify the benefits, attributes, and responsibilities of being a mentee
- Determine the characteristics of successful mentoring relationships.
- Describe the roles and responsibilities of a preceptor.
- Apply fundamentals of adult learning into teaching and preceptorship.
- Effective communication skills in providing feedback in the role of a preceptor.
- Understand learning styles and discuss how this translates to communication and learning strategies.
- Applies competency-based learning and assessment into practice
- Maximise learning in the work environment by adapting teaching and learning strategies
- Discuss the preceptor's role in managing difficult behaviour

### Online Modules

| # | Code      | Title                                  |
|---|-----------|--|
| 1 | 58519943  | An Introduction to Mentoring           |
| 2 | 111144631 | Adult Learning Theories and Principles |
| 3 | 39966188  | Supporting the Learner                 |
| 4 | DEV1234   | Preceptor Program                      |

## Section 4: Postgraduate Certificate in Perioperative Nursing

### Learning Outcomes

- Synthesise advanced theoretical and technical disciplinary knowledge in perioperative nursing.
- Analyse health and social issues pertaining to the field of perioperative nursing and utilise knowledge and skills to implement evidence-based practice and informed decisions.
- Independently evaluate strategies to optimise the health and experiences of patients within the perioperative area.
- Reflect on ethical dilemmas and potential adverse consequences within the field of perioperative nursing.
- -Communicate and share knowledge and learnings to members of the perioperative team

## Section 5: In Charge of Shift Development

### Learning Outcomes

- Understanding of the Team Leader role within the Perioperative setting.
- Develop leadership skills and progress to the next leadership phase within the organisation

### Online Modules

| # | Code | Title  |
|---|------|--|
| 1 |      | SWSLHD Nursing and Midwifery in Charge of Shift Professional Development Pathway |

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## Assignments

Each section has a sub-section on Assignments. These assignments include activities that the participant is required to complete in collaboration with their manager. These activities are often actions that need to be completed outside of My Health Learning.

Once all actions are completed, the participant and their manager are required to complete the checklist that is provided at the end of this document. This checklist acts as a 'final sign off' by the manager confirming that the participant has met all requirements listed within this document and pathway.

The signed checklist has to be scanned and emailed to the Education and Organisational Development Service (EODS) via email at [SWLHD-EducationOD@health.nsw.gov.au](mailto:SWLHD-EducationOD@health.nsw.gov.au).

The EODS team will mark off the final assignment in My Health Learning. An automatic certificate of completion will be generated for the Pathway once this assignment is marked off.

Assignments for each section are provided below.

| <b>Section 1: Cardiac Surgery</b>                                     |
|---|
| Cardiac Surgery Logbook<br>Reflective Practice Module Cardiac Surgery |

| <b>Section 2: Neurosurgery</b>                                  |
|---|
| Neurosurgery Logbook<br>Neurosurgery Reflective Practice Module |

| <b>Section 3: Act as a Preceptor and mentor new Staff</b>   |
|---|
| Keep a logbook of the times you mentored a new staff member<br>Reflective journal on your experiences as a preceptor<br><br>The manager should mark this assignment as completed after they: <ul style="list-style-type: none"><li>• meet with the participant to confirm learning and knowledge gained from all external activities listed in this section; and</li><li>• the participant successfully completes the following activities:<ul style="list-style-type: none"><li>– <b>Discuss</b> With your manager the opportunity to be able to mentor a staff member that is transitioning into practice.</li></ul></li></ul> The manager/preceptor must ensure they provide sufficient opportunities for the participant to practice the skills and support the participant in attaining an appropriate level of competence in this section before signing the participant off as having completed this assignment. |

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## Section 4: Postgraduate Certificate in Perioperative Nursing

Post Graduate Certificate in Perioperative Nursing: Reflection

The manager should mark this assignment as completed after they:

- meet with the participant to confirm learning and knowledge gained from all external activities listed in this section; and
- the participant successfully completes the following activities:
  - **Discuss** With your manager obtaining post graduate certification in Perioperative Nursing.
  - **Research** Universities that offer post-graduate studies within your field.
  - **Explore** Options through NSW Health in applying for a scholarship.

The manager/preceptor must ensure they provide sufficient opportunities for the participant to practice the skills and support the participant in attaining an appropriate level of competence in this section before signing the participant off as having completed this assignment.

## Section 5: In Charge of Shift Development

Introduction to the Deteriorating Perioperative Patient: Reflection

The manager should mark this assignment as completed after they:

- meet with the participant to confirm learning and knowledge gained from all external activities listed in this section; and
- the participant successfully completes the following activities:
  - **Shadowing** shift buddying with senior team leaders to experience role modelling, experience, and support.
  - **Meetings** With NUM

The manager/preceptor must ensure they provide sufficient opportunities for the participant to practice the skills and support the participant in attaining an appropriate level of competence in this section before signing the participant off as having completed this assignment.

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## Circulating and Instrument Nurse Proficient Professional Development Pathway Completion Form

This form confirms that the participant has completed all requirements of the Professional Development Pathway and can be issued a certificate of completion in My Health Learning (MHL).

|  |  |                              |  |
|--|--|------------------------------|--|
| <b>Participant Name</b>  |  | <b>Employee Number</b>       |  |
| <b>Department</b>  |  | <b>Facility/Service</b>      |  |
| <b>Date</b>  |  | <b>Participant Signature</b> |  |
| <b>Line Manager Confirmation</b>   |  |                              |  |
| <input type="checkbox"/> I confirm that the participant has completed all requirement of the Pathway including additional workplace experiential activities that are required as part of this pathway. |  |                              |  |
| <b>Manager Name</b>  |  | <b>Manager Role</b>          |  |
| <b>Date</b>  |  | <b>Manager Signature</b>     |  |

### Assignments

The Pathway includes assignments in the following sections that have been completed by the participants.

| Course Name  | Completed?<br>✓ or X |
|--|----------------------|
| Section 1: Cardiac Surgery                                   |                      |
| Section 2: Neurosurgery                                      |                      |
| Section 3: Act as a Preceptor and mentor new Staff           |                      |
| Section 4: Postgraduate Certificate in Perioperative Nursing |                      |
| Section 5: In Charge of Shift Development                    |                      |

Submit the completed and signed form to the Education and Organisational Development Service (EODS) via email at [SWSLHD-EducationOD@health.nsw.gov.au](mailto:SWSLHD-EducationOD@health.nsw.gov.au) for sign off in My Health Learning.