



South Western Sydney
Local Health District



Preadmission and Day Surgery Professional Development Pathway

Preadmission and Day Surgery Nurse Professional Development Pathway

Introduction

- The Professional Development Pathway for Preadmission and Day Surgery (the Pathway) encompasses skill and knowledge development activities to support current, acting or aspiring Preadmission and Day Surgery Nurses.
- 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 Preadmission and Day Surgery Nurse. This then progresses to the specific activities designed to guide the staff members development in Preadmission and Day Surgery Nurse 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 PACU Nurses (4-12 months).

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

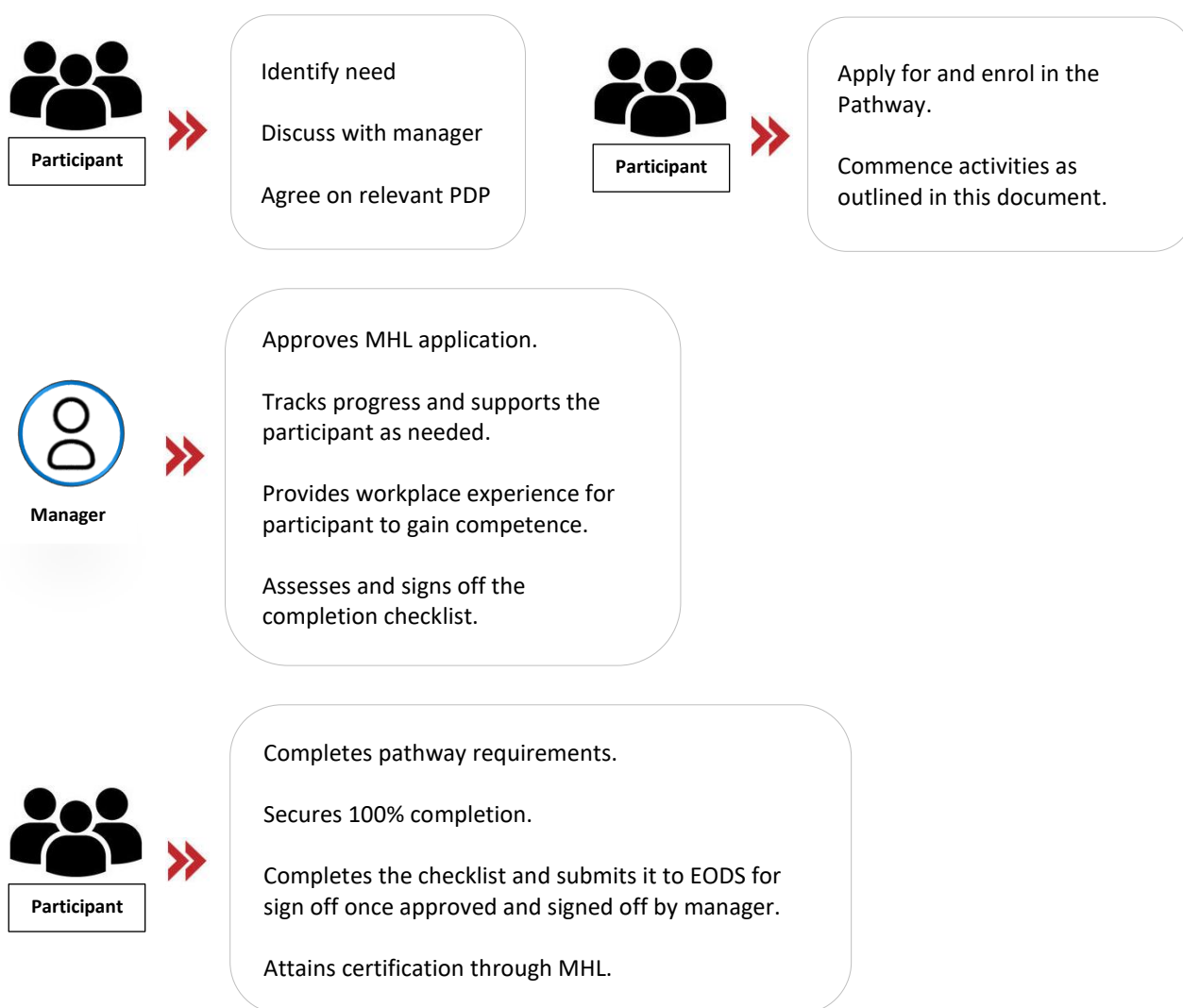
- SWSLHD Workforce Plan 2022-2028 (in DRAFT)
- SWSLHD Nursing and Midwifery Succession Planning Framework 2021

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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.

Preadmission and Day Surgery Nurse Professional Development Pathway

Section 1: The Preadmission and Day Surgery Nurse Roles and Responsibilities

Learning Outcomes

- Understand the role of the preadmission and day surgery nurse
- Discuss the purpose and design of the admissions area
- Explore the documentation and legislative requirements of the Preadmission and day surgery nurse
- Demonstrates knowledge of consent processes and what constitutes as a valid consent
- Demonstrates skills in written, verbal and electronic communication
- Conduct an effective handover
- Understand the legal and ethical frameworks that surround perioperative nursing practice
- Complete power forms and write up and modify power notes

Online Modules

#	Code	Title
1	39831941	Clinical Documentation: Getting it Right
2	53594602	Nursing, Midwifery, and the Law
3	39831743	Think, Talk and Write ISBAR
4	132260610	eMR Documentation
5	241744958	Health Literacy and Teach-back
6	250791837	Consent to Medical Treatment
7	478484140	Clinical Procedural Safety
8	249108791	IDMH-10 Consent, decision-making & privacy-a guide for clinicians

External Learning Activities

Read [ACORN: Preadmission and day stay procedure service nurse](#)
Read [NSW Health Consent to Medical and Healthcare Treatment Manual](#)
Read [ANZCA Position statement on informed consent for anaesthesia of sedation 2021](#)
Read [Perioperative Toolkit](#)
Read [ANZCA Guideline for the perioperative care of patients selected for day stay procedures 2018](#)
Read [NSW Health Clinical Procedure Safety](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12160	Perioperative: Procedure Matching and Consent



01 Perioperative -
Procedure Matching

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Section 2: Work Health and Safety Considerations

Learning Outcomes

- Apply risk management process for the safe handling and movement of patients in the perioperative area.
- Identifies WHS risks within the perioperative area.
- Promotes optimum safety for staff and patients
- Applies appropriate infection control procedures
- Identify the top 3 risks within your department
- Appropriately selects the correct PPE for various precautions within the perioperative environment
- Follow the required steps to manage a cold chain breach
- Identifies the roles of the multidisciplinary team within the perioperative environment.
- Contribute to an environment which promotes an optimal patient experience.
- Identifies the five moments of hand hygiene.
- Discusses how effective hand hygiene practices reduces microorganisms on hands preventing the spread of infection

Online Modules

#	Code	Title
1	42498422	Operating Suite Beyond the Red Line
2	253093581	Infection Prevention- transmission-based precautions
3	253063654	Infection Prevention-Enhanced Precautions
4	294450660	PPE for combined transmission-based precautions
5	319438161	Donning & Fit Check of P2 or N95
6	316828191	ChemAlert v5 for all staff (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)
7	107466425	Safe Patient Handling
8	332428814	Radiation Protection Awareness
9	155469768	Vaccine Storage and Cold Chain Management

External Learning Activities

Read [ACORN Standard: Sharps and Preventing Sharps related injuries \(SPSRI\)](#)
Read [Section 7 Radiation Safety in Ward Areas](#)
Read [ACORN Standard: Perioperative Attire \(PA\)](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2020-12100	SWSLHD Patient Moving Practical Assessment
2	SWSLHD-OA-2020-12101	PPE Donning and Doffing - Clinical Competency Assessment for combined precautions



CEC

Clinical-Competency

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Section 3: Patient Engagement and Communication

Learning Outcomes

- Assess the need for using a health care interpreter in the perioperative setting.
- Describe when and how to work with health care interpreters to support safe and effective communication between consumers and their carers
- Discuss techniques to communicate effectively with healthcare interpreters.
- Analyse underlying issues and concerns that may impact communication responses.
- Define quality customer service and the factors that contribute to providing optimal customer service.
- Recognise and respond to escalating behaviour in the perioperative area
- identify legal and ethical issues while dealing with aggressive behaviour in the perioperative area.
- Identify strategies to de-escalate aggressive behaviours
- Use a variety of strategies to communicate with people who have a disability.

Online Modules

#	Code	Title
1	178399920	Assessing the need for an interpreter
2	178758010	Face to Face Communication with Interpreters
3	178402786	Risks in using family to interpret
4	39966618	Communicating During Challenging Situations
5	121026761	Customer Service
6	39829858	First Contact-Customer Service
7	276247273	Be Aware for Personal Safety
8	67951622	Lets Talk Disability
9	144148304	Introduction to aggressive behaviours
10	144147947	De-escalate aggressive behaviours

External Learning Activities

Read [PD2017_044 Interpreters-Standard Procedures for Working with Health Care Interpreters](#)

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Section 4: Preparation of the Preoperative Patient

Learning Outcomes

- Correctly Identify a patient
- Conduct a preoperative checklist including checking of consent
- Recognise fasting requirements in the pre-operative patient
- Communicates effectively with members of the multidisciplinary team including patients and support persons
- Accurately completes the adult admission assessment on eMR
- Convert regular patient medications into an active inpatient order.
- Locate and view medical results in the flow sheet on eMR.

Online Modules

#	Code	Title
1	45833329	Patient Identification and Procedure Matching
2	131157097	eMR Pathology Orders
3	46356692	Care Coordination
4	440436875	Module 1 eMR for Nurses and Midwives
5	157075702	Continuity of Medication Management
6	131154029	Documenting allergies

External Learning Activities

Read [ACI Key Principles Preoperative fasting in NSW public hospitals 2016](#)
Read [ANZCA PG07\(A\) Guideline on pre-anaesthesia consultation and patient preparation](#)
Read [PD2022_012 Admission to Discharge Care Coordination](#)
Read [Proc2021_042 Preoperative stoma siting/marking](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12161	Perioperative: The Admission Nurse



02 Perioperative -
The Admission Nurs

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Section 5: Pre-medication

Learning Outcomes

- Apply evidence-based asepsis and infection control measures within the procedural area.
- Identify the need for fluid maintenance in the pre-operative period.
- Identify the need and purpose for pre-medication for optimal preparation of the preoperative patient
- Place a nurse-initiated medication order
- Document a phone order
- Order a PRN medication
- Send an order to the iPharmacy for dispensing

Online Modules

#	Code	Title
1	40027445	Aseptic Technique
2	132261948	eMeds: Clinical Pharmacy Review
3	339658231	SWSLHD eMeds Nursing Course 5 - Documenting Intravenous Fluids and updating Intravenous Fluid volume
4	132259299	eMEDS: Administering Medications
5	132259729	eMeds: Administering Complex Medications
6	132186680	eMeds: Medication Orders
7	132192273	eMeds: Nursing Medication Orders

External Learning Activities

Read [ACORN Standards: Asepsis \(A\)](#)

Watch [Fleet Enemas](#)

Watch [How to apply eye drops](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2020-1204	Aseptic Technique Practical Assessment

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Section 6: Vital Signs and Monitoring

Learning Outcomes

- Demonstrate a system-based approach to patient assessment (A-G).
- Apply communication strategies with the MDT to promote safe patient care.
- Use patient findings to escalate and communicate appropriate handover.
- Understand the ECG waveform and what it represents
- Systematically review and analyse an ECG.
- Identify common arrhythmias, cause and management.
- Apply a systematic approach to the neurological assessment of the perioperative patient.
- Escalate and document findings of a neurological assessment

Online Modules

#	Code	Title
1	431806629	RNPIP Neurological Assessment
2	431806429	RNPIP: Adult Systematic A-G Assessment
3	339664570	Module 1 Electrocardiogram (ECG) Fundamentals
4	359181145	Module 2 Basic understanding of the electrocardiogram (ECG) and rhythm interpretation
5	160655675	eMR-iView

External Learning Activities

Read [Teach Me Physiology: The ECG](#)

Read [SWSLHD Procedure ECG](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12162	Perioperative: 12 Lead ECG
2	SWSLHD-OA-2019-1201	Neurological Assessment using the Glasgow Coma Scale (GCS)



03 Perioperative -
12 Lead ECG Assmt 1



SWSLHD-OA-2019-0
01 - Glasgow Coma

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Section 7: Comprehensive Care

Learning Outcomes

- Identify pressure point areas and patient positioning aids for pressure injury management in the perioperative patient
- Assess patients risk factors for VTE and implement prevention strategies
- Differentiate between type 1 and type 2 diabetes and its management
- Discuss hypoglycaemia and hyperglycaemia and its management
- Describe the risks of NBM in the diabetic perioperative patient including DKA.
- Blood Glucose monitoring importance within the perioperative period
- Recognise and incorporate sensitive care involving dignity and respect for patients with obesity
- Define falls and the risk management screening tools used to prevent falls in the healthcare setting.
- Implement the falls risk and management plan for perioperative patients.
- Describe the management and documentation post falls.
- Discuss FRAMP and how it assists in planning, communicating and implementing prevention strategies.

Online Modules

#	Code	Title
1	117156049	Learning Path - Pressure Injury Prevention: Risk Assessment and Risk Management (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)
2	237965997	Safe Use of Anticoagulants
3	212082420	Electronic Venous Thromboembolism (VTE) Risk Assessment Tool for Adult Inpatients
4	40823720	Falls Risk: Screening, Assessment and Management plans for adults
5	40063943	Falls Prevention and falls risk management strategies for clinical staff
6	40101665	Post falls management for clinical staff

External Learning Activities

- Read [ACORN Standards: Hypothermia \(H\)](#)
- Watch [Darren Lehmens experience with VTE](#)
- Read [3M Facts on Forced air warming](#)
- Read [ACSQHC National Standard: User-applied labelling of injectable medicines, fluids and lines section 6 pp 25-30](#)
- Read [ACORN Position Statement: Medication Safety](#)
- Read [PD2019_057 Prevention of venous thromboembolism](#)

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Section 8: Pain Assessment, Management and Medication Administration

Learning Outcomes

- Assess patient with acute pain
- Document pain assessment
- Differentiate types of pain and how to manage.
- Identify different classes of analgesia.
- Describe benefits of using multi-modal analgesia
- Assess clinical situation to determine if opioid medication is most appropriate intervention for pain management in the pre procedure period.
- Collaborate effectively with patient to assess effectiveness of treatment utilising reassessment information effectively

Online Modules

#	Code	Title
1	66247854	Pain Assessment
2	267525641	Safe Use of Opioids
3	132194094	eMEDS: PowerPlan
4	78572002	Acute Pain Management for Adults

External Learning Activities

Read [ANZCA Position statement on acute pain management](#)

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Section 9: Blood Management

Learning Outcomes

- Safely administer blood products.
- Recognise transfusion reactions in the Perioperative patient.
- Complete documentation of blood administration in the eMR
- Preoperative assessment and management of anaemia.
- Recognise and respond to transfusion reaction
- Discuss the importance of crossmatching blood products.
- Describe the use of various blood products in preoperative optimisation of the perioperative patient
- Correctly identify and label a pre-transfusion specimen

Online Modules

#	Code	Title
1	42063551	Bloodsafe: Clinical infusion
2	113942676	Bloodsafe: Collecting blood specimens
3	93893530	Bloodsafe: Acute Care & Surgical-Perioperative
4	399033793	Ordering Blood and Blood Products in the eMR Pathway (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)
5	244405945	Iron deficiency anaemia; preoperative
6	396871673	Documenting Administration of Blood and Blood Products in the eMR Pathway (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)

External Learning Activities

Read [perioperative hypotension causes and remedies](#)

Read [Teach Me Physiology: Coagulation](#)

Read [Teach me Physiology: Blood Groups](#)

Read [Teach me Physiology: Iron metabolism](#)

Read [Teach Me Physiology: Platelets](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2020-1211	Blood Product Transfusion Administration



SWSLHD Blood
Transfusion Adminis

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Section 10: Discharge

Learning Outcomes

- Create a discharge summary of the perioperative patient with medications.
- Reconcile medication at discharge.
- Gain an understanding of TOC phone calls to patients as part of continuation of care and service improvement.
- Discuss the process for a patient wishing to be discharged against medical advice.
- Describe the roles and responsibilities of community care nurses in the continuity of care of perioperative patients.
- Review existing home medications and document.
- Describe rationale for choice of wound dressing
- Discuss how accurate communication and documentation supports continuity of wound care.
- Discuss factors that affect wound healing.
- Identify potential infection risk with invasive devices.
- Identify the importance of invasive device monitoring in patients

Online Modules

#	Code	Title
1	132259019	eMeds: Discharge Reconciliation
2	132195017	Home Medications
3	50657397	Orientation to community care for nurses
4	42364545	Invasive Device Protocols
5	42833429	Wound Management
6	40063891	Wound Assessment

External Learning Activities

Read [Proc2022 012 Post transfer of care phone calls for patients admitted to facilities and services in SWSLHD](#)

Read [GL2022 005 Patient discharge documentation](#)

Read [Proc2020 022 Discharge against medical advice](#)

Read [Criteria Led Discharge](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12163	Perioperative: Criteria Led Discharge
2	SWSLHD-OA-2024-12164	Perioperative: Bladder Scan
3	SWSLHD-OA-2024-12165	Perioperative: Neurovascular Assessment
4	SWSLHD-OA-2024-12166	Perioperative: Discharge Nurse



04 Perioperative - Criteria Led Discharge
05 Perioperative - Bladder Scan Assmt
06 Perioperative - Neurovascular Assessment
07 Perioperative - Discharge Nurse Ass

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Section 11: The Deteriorating Patient

Learning Outcomes

- Describe features of the BTF observation chart
- Discuss the pathophysiology of Anaphylaxis.
- Identify the main cause of Anaphylaxis in the Perioperative setting.
- Discuss risk mitigation strategies for patients with known or suspected hypersensitivities.
- Understanding of the Anaphylaxis management guidelines.

Online Modules

#	Code	Title
1	91024921	Between the Flags - Deteriorating Patient Learning Pathway - Adult patients (Nursing) (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)

Classroom Courses

#	Code	Title
1	91007672	Between the Flags - Tier 2 workshop (ADULT - DETECT) - Nursing and Medical

External Learning Activities

Anaphylaxis Training for Healthcare Professionals [Anaphylaxis Training for Healthcare Professionals](#)
Read [Acute Anaphylaxis in Clinical Care Standard](#)
Read [Anaphylaxis Post Management Card](#)
Read [Adrenaline for Treatment of Anaphylaxis](#)
Read [ANZCA Guidelines on Chlorhexidine Sensitivity](#)
Read [Operating Suite Guidelines for Latex Allergy Patients](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12186	Bag-Valve Resuscitator and Airway adjuncts



Bag-Valve
Resuscitator and Air

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Section 12: Preadmission Clinic

Learning Outcomes

- Define and describe the interprofessional roles in patient optimisation for surgery
- Describe the importance of nutrition screening on the pre-operative patient and actions to take after screening.
- Identify lesser-known heart rhythms and ischemia on an ECG
- Complete a substance use history including risk identification associated with substance use.
- Engage patients in initial brief interventions for smoking cessation prior to surgery
- ensures correct documentation and communication of screening results and any interventions discussed.
- Identify the importance of reviewing polypharmacy in older patients
- Add, modify or cancel a consult referral
- Identify disorders that may affect haemostasis
- Assess the risk and possible extent of blood loss associated with a procedure.

Online Modules

#	Code	Title
1	39966629	Interprofessional Practice
2	66794494	Nutrition Screening for Malnutrition
3	387120796	Commonly occurring complex rhythms and 12 lead ECG abnormalities
4	420313828	Module 4: Lesser-known rhythms and ECG interpretation
5	68385789	Screening for smoking, alcohol, and other substances
6	433769881	Alcohol and other drugs- Comprehensive assessment and care planning
7	185346268	Polypharmacy in Older inpatients
8	131157285	eMR Consult/Referral Orders
9	441123102	Bloodsafe: Acute care and Surgical-Preoperative bleeding risk assessment

External Learning Activities

Read [NICE Guidelines Perioperative care in adults](#)
Read [NICE Guidelines Routine preoperative tests for elective surgery](#)
Read [Teach Me Surgery: Preoperative management](#)

Operational Assessments

#	Code	Title
1	SWSLHD-OA-2024-12167	Perioperative: Pre-Admission Clinic Nurse



08 Perioperative -
Pre-Admission Clinic

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Section 13: Adult Peripheral Cannulation and Venous Blood Collection

Learning Outcomes

- Understand the infection control and standard precautions when inserting a PIVC
- Demonstrate competency in PIVC insertion
- Identify any risks and complications because of PIVC insertion.

Classroom Courses

#	Code	Title
1	538566807	SWSLHD Statewide Pathway: Adult Venepuncture and PIVC (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)

Section 14: 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

Classroom Courses

#	Code	Title
1	DEV1234	Preceptor Program

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Section 15: Safety and Quality

Learning Outcomes

- Identify importance of auditing
- Find appropriate audit tools to improve work practices.
- Contribute to developing action plans.
- Understand the application of the dimensions of quality to the workplace.
- Recognise opportunities to improve care and service delivery
- Actively contributes to the development of clinical practice within the workplace
- Discuss and propose recommendations post incident
- Manage and review an incident record on IMs

Online Modules

#	Code	Title
1	144594115	Auditing is Everyone's Business
2	335318052	Foundations of Healthcare Safety and Quality (part of the Safety & Quality Essentials Pathway) (This is a learning pathway in itself. It cannot be included in the PDP. The participant has to search for and complete the pathway separately.)
3	221824316	Post Incident Safety Huddles
4	266765062	ims+ How to Manage and Review and Incident Record

External Learning Activities

Familiarise yourself with [Australian Commission on Safety and Quality in health Care](#)

Section 16: Assessment of Staff in Skills

Learning Outcomes

- Discusses what an assessment is and why they are necessary
- Lists the principles of a valid assessment
- Identifies preparations requirements pre-assessment
- Understands post assessment requirements
- Identify the correct benchmarks and assessment tools required for workplace assessment
- Enables staff to provide challenging feedback to a learner
- Implement reasonable adjustment as part of the assessment process
- Contribute to the assessment review process

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Section 17: Improvement Science

Learning Outcomes

- Improve safety and quality structures.
- Improve processes and outcomes.
- Describes models of improvement
- Differentiates improvement and research.
- Discuss the five phases of the improvement science processes
- Identify use of QIDS and QARS for quality improvement projects
- Understanding of SMART aim statements and stretch goals
- Understanding of the PDSA model to test relevant change ideas
- Discuss the use of Driver Diagrams, Flow Charting and brainstorming

Online Modules

#	Code	Title
1	378584444	Improvement Science Introduction

Classroom Courses

#	Code	Title
1	CQI1225	Improvement Science

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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.

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.

Section 1: The Preadmission and Day Surgery Nurse Roles and Responsibilities
Reflective Practice Module The Preadmission and Day Surgery Nurses Roles and Responsibilities
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: - Observe Shadow your preceptor and observe the workflows in the Perioperative area. - Observe Shadow your preceptor and take note of how they prepare the perioperative area for safe patient care. 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 2: Work Health and Safety Considerations
Reflective Practice Module Work Health and Safety Responsibilities
Section 3: NIL
Section 4: Preparation of the Preoperative Patient
Preparation of the Preoperative Patient Logbook.
Reflective Practice Module Pre-anaesthetic Consultation and Assessment.
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: – Observe: Observe your preceptor admit a patient and prepare them for surgery – Activity Under the guidance of your preceptor, admit a patient and prepare them for surgery

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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: Pre-medication
Reflective Practice Module Pre-medication.
Section 6: Vital Signs and Monitoring
Vital Signs and Monitoring Logbook
Reflective Practice Module Vital Signs and Monitoring
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: Activity Complete an A-G assessment of your pre-operative patient with your preceptor and document your findings on eMR 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 7: Comprehensive Care
Reflective Practice Module Comprehensive Care
Section 8: Pain Assessment, Management and Medication Administration
Reflective Practice Module Pain Assessment and Management
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: Activity Complete and document a pain assessment on the pre-operative patient with your preceptor. Activity Under the guidance of your preceptor, determine appropriate pain relief technique for the preoperative patient. 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 9: Blood Management
Reflective Practice Module Blood Management
Section 10: Discharge
Reflective Practice Module Discharge.
Discharge Logbook.
The manager should mark this assignment as completed after they:

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- 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:
 - **Observe** The day surgery discharge process within your facility.
 - Complete** With your preceptor, discharge paperwork for the day surgery patient including any referrals to outpatient services.
 - Review** Any patient education material your facility provides to patients upon their discharge.
 - Complete** A TOC phone call with your preceptor

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 11: The Deteriorating Patient

Reflective Practice Module The Deteriorating Patient.

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:
 - Review** The contents of your anaphylaxis kit.
 - Review** The contents of your MET trolley.
 - Discuss** with your manager study leave to attend DETECT for Adults face-to-face training

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 12: Preadmission Clinic

PAC Reflective Practice Diary.

PAC Logbook.

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:
 - **Observe** Rotate into the PAC and observe the workflows, processes and procedures.
 - **Activity** Assist with the pre-admission clinic assessment and preparation of a patient

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 13: Adult Peripheral Cannulation and Venous Blood Collection

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 study day attendance for Adult Peripheral Cannulation and Venous Blood Collection course and enrol through My Health Learning.

Preadmission and Day Surgery Nurse Professional Development Pathway

- **Complete:** Course pre-requisite workbook.
- **Plan** Develop a plan in conjunction with your CNE and manager regarding competency workbook sign off

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 14: Act as a Preceptor and Mentor New Staff

Reflective Journal.

Logbook.

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 the opportunity to be able to mentor a staff member that is transitioning into practice.

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 15: Safety and Quality

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:
 - **Work** with your NUM and CNE to be a champion of one of these standards to assist with the preparation of short notice accreditation assessments.
 - **Work** With your NUM in investigating an IMs

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 16: Assessment of Staff in Skills

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 and CNE needs of the department and attend assessor workshop for specialty clinical nursing practice (examples below):
 - My Health Learning RESUS4KIDS - Paediatric Life Support for Healthcare Rescuers Train the Trainer 81837436
 - My Health Learning CSK12470-Adult Infant& Child Basic life Support Workplace Trainer
 - My Health Learning CSK12448- Adult Peripheral Cannulation & Venous blood collection Workplace Trainer
 - My Health learning WHS1232- Manual Handling: Workplace Trainer

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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 17: Improvement Science

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 you NUM study leave to attend the F2F Improvement Science workshop and apply for leave via SARA
 - **Identify** problems or processes within your department that may be appropriate for an improvement project.
 - **Develop** a plan for spreading and sustaining improvements within your department

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.

Preadmission and Day Surgery Nurse Professional Development Pathway

Preadmission and Day Surgery Nurse 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).

Participant Name		Employee Number	
Department		Facility/Service	
Date		Participant Signature	
Line Manager Confirmation			
☐ 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.			
Manager Name		Manager Role	
Date		Manager Signature	

Assignments

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

Course Name	Completed? ✓ or X
Section 1: The Preadmission and Day Surgery Nurse Roles and Responsibilities	
Section 2: Work Health and Safety Considerations	
Section 4: Preparation of the Preoperative Patient	
Section 5: Pre-medication	
Section 6: Vital Signs and Monitoring	
Section 7: Comprehensive Care	
Section 8: Pain Assessment, Management and Medication Administration	
Section 9: Blood Management	
Section 10: Discharge	
Section 11: The Deteriorating Patient	
Section 12: Preadmission Clinic	
Section 13: Adult Peripheral Cannulation and Venous Blood Collection	
Section 14: Act as a Preceptor and Mentor New Staff	
Section 15: Safety and Quality	
Section 16: Assessment of Staff in Skills	
Section 17: Improvement Science	

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