

International Nurses Professional Development Workbook



Pride in our older people's and adult community services

Hello and a very warm welcome to Cambridgeshire and Peterborough Foundation Trust (CPFT).

Here at CPFT we take the role of supporting our new colleagues very seriously and we look forward to supporting you on your arrival and throughout your nursing career with us

We know that starting a new role can be tough, even more so when it involves moving to another country and we want to make this transition as easy and as enjoyable as possible.

You will have already received information on the pastoral support available to you on arrival into England and the current regulations that you are required to adhere to. You will also receive information on how your induction onto the Ward will proceed and will have been given a named person as a primary mentor. This Booklet is to support you in your professional development and covers:

- Training that will support your Band 5 role
- Development of a personal portfolio of learning
- Development of future professional development

Being able to be a part of your professional development is a privilege and is also a prime opportunity for us to showcase the diversity, beauty and complexity of nursing in CPFT and demonstrate that these areas of nursing are an exciting and innovative place to start and develop a nursing career.

It will not have escaped any of you that 2020/21 the Year of the Nurse and Midwife has been the toughest year any of us have ever experienced. We have all had to face our fears, adapt and learn at pace and have shown the world the value and strength of the nursing profession.

If you have any difficulties or questions please speak to your named mentor/ ward manager. If for whatever reason you are unable to speak with them please do contact me – Deputy Associate Director of Nursing and Quality (OPAC).

“Let us never consider ourselves finished nurses..... we must be learning all our lives”
Florence Nightingale

To get you started here is some information about CPFT and the Older People's and Adults Community Directorate (OPAC).

CPFT

As a Foundation Trust, CPFT has a membership made up of members of the public, service users and staff. We support a population of just under a million people and employ nearly 4,000 staff. Our biggest bases are at the Cavell Centre, Peterborough, and Fulbourn Hospital, Cambridge, but our staff are based in more than 50 locations.

We strive to improve the health and wellbeing of the people we care for, our staff and members, to support and empower them to lead a fulfilling life. Here at CPFT we are dedicated to providing high quality care with compassion. We deliver many of the NHS services that are provided outside of hospital and in the community such as physical, mental health and specialist services. We provide integrated physical and mental health services for adults and older people; specialist mental health and learning disability services; children and young people's mental health services; children's community services (Peterborough); social care; and ground-breaking research. For more information access the following link <https://www.cpft.nhs.uk/>

The CPFT family takes great pride in our services and the care we deliver and we all uphold the following values:



Professionalism - We will maintain the highest standards and develop ourselves and others...*by demonstrating compassion and showing care, honesty and flexibility*

Respect - We will create positive relationships...*by being kind, open and collaborative*

Innovation - We are forward thinking, research focused and effective...*by using evidence to shape the way we work*

Dignity - We will treat you as an individual... *by taking the time to hear, listen and understand*

Empowerment - We will support you...*by enabling you to make effective, informed decisions and to build your resilience and independence*

OPAC

The directorate brings together community and mental health services for older people and adults in Cambridgeshire and Peterborough:

Neighbourhood Teams

Neighbourhood teams are the physical and mental health care hub of the local community for over 65-year olds and adults requiring community services. Services include mental health, district nursing, physiotherapy, and occupational therapy.

Locality Mental Health Services

Locality mental health services provide mental health support in the community as part of the neighbourhood teams.

Specialist Services

Specialist community services include cardiac rehabilitation, CFS/ME, continence, diabetes, dietetics, multiple sclerosis, neurorehabilitation, Parkinson's disease, podiatry, respiratory, speech and language therapy and tissue viability services.

Inpatient Wards

We provide a number of mental health inpatient wards as well as physical health wards which provide rehabilitation and end of life care.

Urgent Care

We provide three minor injury units in Fenland and Ely and a joint emergency team provides a two to four-hour response service for people in their home when they become unwell and need urgent care.

If you would like to read more about our services, please access the link below:

<https://www.cpft.nhs.uk/>

Induction

The ward you are working on will support you with:

- A local induction
- We have arranged a Meet and Greet with the Management Team and are looking forward to meeting you
- Will ensure that you are registered to complete the CPFT Corporate Induction
- Will support you to register for the Nursing Induction Programme

Local Induction

The Ward Manager or your appointed supervisor will ensure you receive a local induction to the ward you are working on. This will include areas such as fire evacuation, local health and safety for the ward and medication management. Due to the ongoing pandemic all staff require a Risk Assessment to be completed and updated regularly. This will be completed by your Ward Manager/ Supervisor on your first day.

You will be required to undertake Lateral Flow Device Testing twice a week and report your results through the government portal. You will be given all the information and training needed to support this. The LFD tests will be given to you on your arrival.

You will be required to be COVID19 Vaccinated unless you are exempt. We will support you with access to the vaccination if this is needed.

Meet the Management Team

Your ward manager will allocate you a study day on the 24th of August and will send you the MS Teams link for you to join the meeting: 11.30-12.00pm

Corporate Induction

Attendance at the CPFT Corporate Induction is mandatory. You will have received invites to attend these sessions. Throughout the Corporate Induction week there will also be some Face-to-Face training sessions and you will need to complete mandatory e-learning, see table and list below.

Corporate Induction week, September 2021

Monday 6 th	Tuesday 7 th	Wednesday 8 th	Thursday 9 th	Friday 10 th
Corporate Induction – Virtual 09.00-11.30 Academy e-learning (see list below) 13.00- 1600	Study Day for e-learning	MERC Cambridge Resus Suite Time TBC	Wound Care To be booked via Academy	Moving and Handling Session in both Cambridge and Peterborough 10-2.30

Core training – e-learning

Conflict Resolution

Fire Safety

Good Governance

Infection Control Level 2

Moving and Handling Level 2 (Part 1 theory prior to part 2 practical session)

PREVENT Level 1

Safeguarding Adults Level 2

Safeguarding Children Level 2

Treating People with Respect

Working Safely

Training mandatory for role – e-learning

Carer Awareness

Dementia

Deprivation of Liberty Safeguards (DOLS)

Mental Capacity Act Level 2- complete MCA level 1 and download presentation for level 2 prior to virtual training session. Please book onto MCA Level 2 via Academy

Smoking Cessation

Required for role- e-learning

Falls management In-patient

Frailty

Malnutrition Universal Screening Tool (MUST)

NRS/ICES

ReSPECT

Suicide Awareness – ZSA

Medicines Management for Inpatient settings

Safe use of Insulin – (ELfH)

Nursing Induction Programme (September 2021)

Monday 13th	Tuesday 14th	Wednesday 15 th	Thursday 16 th	Friday 17 th
Introduction to Palliative Care and EOL	Ligature training 3-4 pm CRU	Venepuncture and S/C + I/M injections Physical Observations to be assessed with NEWS2 Cambridge CRU	Ligature Training 3-4pm ICU	Library – online booking via academy 2-3pm Home first, Act now https://www.e-lfh.org.uk/programmes/home-first-act-now/

Monday 20th	Tuesday 21st	Wednesday 22nd	Thursday 23rd	Friday 24th
Continenence 09:00-11:00 Male & SP Catheterisation 11:30-13:30 Bowels 14:00-16:00 Teams: (booking via academy)	Prevention and Management of Pressure Ulcers 09.00-16.00	Venepuncture and S/C + I/M injections Physiological Observations to be assessed with NEWS2 Peterborough ICU	Diabetes and insulin administration. 9.30-11.30 (Via MS Teams booking with academy) Plus BG video to watch	ICU – 10-11.30 Practical Bladder and bowel CRU- 2-3.30 Bladder and Bowel

There may be other training that you identify you feel you need, that is on your Academy list that requires booking onto for a Face to Face/ Virtual session and/ or that will need to be completed within the coming months, e.g. Verification of Expected Death, Syringe Driver, Immunisations and Vaccinations, all these can be discussed with your mentor and become part of your Personal Development Plan. All of the clinical skills that you undertake will have a proficiency assessment that will need to be completed.

Preceptorship

As you will be newly registered with the NMC, you are required to undertake a preceptorship programme. The DOH defines preceptorship as: 'A period of structured transition for the newly registered practitioner during which he or she will be supported by a preceptor, to develop their confidence as an autonomous professional, refine skills, values and behaviours and continue on their journey of lifelong learning'.

It is envisaged that the 12-month programme will facilitate your individual learning and further develop your professional and reflective skills.

You will be contacted by the Preceptorship Team regarding this once you have started.

Reflection

It is never too early to start thinking about Revalidation. Revalidation is part of your NMC requirements and every 3 years you will need to submit your evidence

<http://revalidation.nmc.org.uk/>

Revalidation is the process that all nurses and midwives in the UK and nursing associates in England will need to follow to maintain their registration with the NMC.

Taking effect from April 2016, revalidation is straightforward and will help you as a nurse, midwife or nursing associate demonstrate that you practise safely and effectively. It will encourage you to reflect on the role of the Code in your practice and demonstrate that you are 'living' the standards set out within it.

You will have to revalidate every three years to renew your registration.

You will need to submit your application for revalidation online, so it's very important that you have an NMC Online account. If you haven't already, you can set up your [NMC Online account here](#).

As you go through your training and experience practice start to think about completing Reflective documents

Resources

Please see below resources which you may find helpful:

Support for international nurses during the pandemic

A [new resource](#) is available, designed to signpost to key information for international nurses during the COVID-19 pandemic, particularly those who are new to the UK and the NHS. It includes guidance on topics like COVID-19 vaccinations, risk assessments, personal protective equipment (PPE), health and wellbeing, joining the Nursing and Midwifery Council (NMC) temporary register, staff support networks and more.

Coming into a new country is daunting and it can be difficult at times to know where to go for information. Please [share this NHSEI / NHS Employers guide with your networks](#) to help our new international nurses as they settle into our organisations.

- Just Culture and Caring Cultures

https://www.youtube.com/watch?v=cZyN_UZvYnQ&feature=youtu.be

<https://improvement.nhs.uk/resources/just-culture-guide/>

- Schwartz Rounds

See email below to receive an invite for the next Schwartz Round

cpftschwartzround@cpft.nhs.uk

Please access the link below for more information on Schwartz Rounds prior to attending

<https://www.pointofcarefoundation.org.uk/our-work/schwartz-rounds/>

NMC

Caring with Confidence: The Code in Action:

- You may have seen our series of weekly animations that have been launched with the aim of bringing the Code to life and supporting people in key areas of decision making and practice.
- To date, we've published animations on the following topics; Accountability, Professional Judgement, Delegation, Speaking up, Being inclusive and challenging discrimination. You can view the animations [here](#).

<https://www.nmc.org.uk/globalassets/sitedocuments/standards-of-proficiency/nurses/future-nurse-proficiencies.pdf>

<https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/nmc-code.pdf>

<https://www.nmc.org.uk/standards/code/code-in-action/>

Personalised Care

<https://www.england.nhs.uk/personalisedcare/>

<https://www.e-lfh.org.uk/programmes/personalised-care-planning/>

Continence Formulary

<https://www.cambridgeshireandpeterboroughccg.nhs.uk/easysiteweb/getresource.axd?assetid=12352&type=0&servicetype=1>

Wound care Guidance

<https://www.cambridgeshireandpeterboroughccg.nhs.uk/easysiteweb/getresource.axd?assetid=17604&type=0&servicetype=1>

Wound Care Formulary

<https://www.cambridgeshireandpeterboroughccg.nhs.uk/easysiteweb/getresource.axd?assetid=17603&type=0&servicetype=1>

Simple NHS guides on conditions- <https://www.nhs.uk/conditions/>

NICE guidelines – <https://www.nice.org.uk/guidance>

MIND- <https://www.mind.org.uk/>

Royal Collage of Psychiatrists - <https://www.rcpsych.ac.uk/>

Videos

Assessment

<https://www.youtube.com/watch?v=niq4R0uqYmw>

Planning

<https://www.youtube.com/watch?v=H55G8DZBc0I>

Implementation

https://www.youtube.com/watch?v=EAfVvfX72_k

Evaluation

<https://www.youtube.com/watch?v=YgR92JqXvoA>

Communication

<https://www.youtube.com/watch?v=dFnJ9RyY8q0>

Injections

<https://www.youtube.com/watch?v=KKHqOXDgX5c>

ANTT

<https://www.youtube.com/watch?v=UxRf4isi4A>

6 C's

<https://www.healthcareers.nhs.uk/news/health-education-englands-cradle-grave-video-re-launched>

O2 sats

https://www.youtube.com/watch?v=Pyjbd_-kayA

<https://www.youtube.com/watch?v=QabKghrtXps>

NEWS2

<https://www.youtube.com/watch?v=eIlPesGSMmA>

<https://www.youtube.com/watch?v=S-KWnrsOw8M>

Soft concerns

<https://www.youtube.com/watch?v=JYafRgAUL4>

<https://www.youtube.com/watch?v=7gMo13z3BYI>

Breathing

<https://www.youtube.com/watch?v=zoO-SJEOc14>

<https://www.youtube.com/watch?v=ccKGzZXNKYs>

Heart Rate

<https://www.youtube.com/watch?v=em9poqLcJRw>

https://www.youtube.com/watch?v=gfR4N_s-8-0

Temperature

<https://www.youtube.com/watch?v=NPxmGTQhP80>

<https://www.youtube.com/watch?v=UxE6J9YBxqs>

Level of alertness

<https://www.youtube.com/watch?v=mo1DCAJddkQ>

Worried/SBARD

<https://www.youtube.com/watch?v=tkVJw8QZ7EE>

<https://www.youtube.com/watch?v=Ki0BX61xhdw>

Prevention of infection

<https://www.youtube.com/watch?v=ZSV8eW5FwF8>

Clean Dentures

<https://www.youtube.com/watch?v=aJvsFUtRL9k>

Blood Pressure

<https://www.youtube.com/watch?v=ZzRW70uc-EU>

<https://www.youtube.com/watch?v=G8QkaAyqatE>

Practice Assessors

<https://www.youtube.com/watch?v=AFeV4IzEf68>

FTSU

https://www.youtube.com/watch?v=XicgZel7_c

Moral Injury

<https://www.youtube.com/watch?v=AybMPLVbtvg>

Sepsis LD

<https://www.youtube.com/watch?v=vSWCPza8dCU>

Sepsis

<https://www.youtube.com/watch?v=A6sg0mkcJIY>

Nursing in Community

<https://www.youtube.com/watch?v=dlvi6M9Xjek>

<https://www.youtube.com/watch?v=YcGKJSFWPHs>

Treatment and Escalation plans

<https://www.youtube.com/watch?v=vXrRp7AW5E4>

Medicines

<https://www.nursingtimes.net/clinical-archive/medicine-management/how-to-calculate-drug-doses-and-infusion-rates-accurately-16-10-2017/>

<https://www.rcn.org.uk/clinical-topics/safety-in-numbers/dosage-for-solid-medicines>



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Patient Advice and Liaison Service

For information about CPFT services or to raise an issue, contact the Patient Advice and Liaison Service (PALS) on Freephone 0800 376 0775, or e-mail pals@cpft.nhs.uk

Out-of-hours service for CPFT mental health service users

Please call **NHS 111** for health advice and support.

If you require this information in another format such as braille, large print or another language, please let us know.



CPFT supports the **HeadtoToe Charity** – visit www.HeadToToeCharity.org for details on how you can help

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