



Staffordshire Training Hub

Nursing Associate Preceptorship



2023



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Dear All,

Well done on qualifying as a Nursing Associate and welcome to your first post within general practice.

This document is intended to guide you, and your preceptor, through your preceptorship. The guidance is based on the HEE Preceptorship for Nursing Associated-Best Practice Guidance, along with NMC (2020). There is lots of support in Staffordshire, not just from your practice and primary care network, but also from the Staffordshire Training Hub.

If you have any queries, please do not hesitate to contact me or the Staffordshire Training Hub Team at traininghub@gpfirst.net

Best Wishes,

Helen

Helen Farnworth
General Practice Nurse Facilitator



Staffordshire Training Hub

Overview

The Staffordshire Training Hub (STH) is commissioned and funded by Health Education England (HEE) on a not-for-profit basis but works closely with the Stoke-on-Trent and Staffordshire Integrated Care Board (ICB).

The STH provides the infrastructure for multi-professional training and education in primary care to support recruitment, retention and return of all staff groups.

The goal of the STH is to bring together NHS organisations, community, local authorities and education providers to deliver a much broader education platform than the more traditional single approach.

The STH presents an opportunity to develop sustainable solutions to ensure the local multi-professional workforce feels empowered, and has the necessary skills, competencies, resilience and confidence to deliver excellent patient care.

The objective of the STH is to provide a platform for workforce retention, education and training opportunities for all clinical and non-clinical GP Practice staff within Stoke-on-Trent and Staffordshire.



Meet the Staffordshire Training Hub Team



Helen Farnworth
GPN Facilitator:
Stafford and
Surrounds



Harry Moss:
Administration
Manager



Rachel Viggars
Strategic Nurse
Lead



Gill Boast
GPN Facilitator:
East
Staffordshire,
Burton,
Tamworth and
Lichfield



Jackie Edwards
GPN Facilitator:
Stoke-on-Trent
and North
Staffordshire



Louise Lewis
GPN Facilitator:
Cannock and
Seisdon

Nursing Associate Preceptorship Overview

What is Preceptorship?

The main aim of preceptorship is to welcome and integrate newly registered professionals into their new team and place of work. It helps these professionals translate their knowledge into everyday practice, grow in confidence and understand how to apply the Code in their day to day work (NMC 2020).



Benefits of Preceptorship:

- Building confidence
- Building competence
- Consolidating learning
- Building resilience
- And much more...

What Preceptorship is not:

- Intended to replace mandatory training or induction
- Performance management (Based upon DOH, 2010)

Nursing Associate Preceptorship

My Preceptors are:

Time Table (To be individualised based on NAs prior experience)

- A minimum of a one week period of orientation
- A minimum one month induction period
- A period of preceptorship with an identified experienced GPN Practice Supervisor
- Assessment of clinical competencies





Nursing Associate

Preceptorship

Suggested guide and time frame for Preceptorship meetings and support

Time Frame	Clinical Practice	Building Competence/Confidence	Consolidating Learning	Resilience
Within 2 months	• Identify named preceptor, and agree, support • Identify areas of competence • Identify possible areas of development	• Shadowing opportunities with MDT (If available) • Longer time for clinics/ blocked slots initially • Introduction to Clinical System F12 QOF PCN DES • Read coding Recalls • Contact Staffordshire Training Hub for support/ guidance	• Identify sources of education needed • Attend PLT meetings • Commence Preceptorship meetings	• Well-being resources THE HUB Tel:0300 303 5406 • Download Shiny Mind App

Over 12-18 months	• Work towards areas competence in areas of development • Plan opportunities to develop supervisor skills • Create/maintain an e-portfolio that collates and records learning and development through preceptorship • Maintain audits lists e.g. carers	• Consultation structure development • Time management • Limitation acknowledgement • Role within practice and wider environment • Engage with networks and forums of choice and consider how these inform and support your current role. and ongoing professional development • Key role in communication between PCN roles • Utilise offer of outside buddy support/ supervision/ coaching. • Peer support	• Preceptorship meetings • Evaluate personal learning • Contribute to student/ junior learner • Plan ongoing professional development • Locate Evidenced based literature • Contribute to data collection for monitoring and evaluation	• Adherence to safety governance procedures • Discuss any new evidenced-based learning with the team. • Discuss career development opportunities
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Nursing Associate Preceptorship

Guidance for Preceptorship Meetings

- Review your progress
- Get feedback on your practice
- Identify what is going well
- Identify areas where development is required
- Complete development plans and identify the support needed to achieve this



Review Number	Date review Planned	Tick when review completed
Initial Review (first week)		
Review 1 (around 1 month)		
Review 2 (around 3-5 months)		
Review 3 (around 6 + months)		

Other Relevant Dates;

Nursing Associate Preceptorship

Initial Review with Preceptor

Date:

1. What previous knowledge/ experience are you bringing to the post? (Placements, clinical experience, courses).
2. What do you consider your strengths and weaknesses?
3. Do you have any specific concerns or worries about starting in your post?
4. How do you normally cope with stress?
5. Are you aware of the 'support network and resources available to you? (On STH website/ ShinyMind App/ clinical supervision/ forums etc.)



Nursing Associate Preceptorship

Action Plan:

What additional skills/ knowledge do I need to know/ do?	How will I achieve this? Who can help? What support is available?	What evidence will I need to produce?	Target Date

Signature of Preceptee:

Signature of Preceptor:

Date:



Nursing Associate Preceptorship

Review One

Record of Preceptorship

Nursing Associates Own Self-Assessment
Clinical Practice
Building Competence/Confidence
Consolidating Learning
Resilience
Preceptors Assessment
Clinical Practice
Building Competence/Confidence
Consolidating Learning
Resilience



Nursing Associate Preceptorship

Action Plan

What additional skills/ knowledge do I need to know/ do?	How will I achieve this? Who can help? What support is available?	What evidence will I need to produce?	Target Date

Signature of Preceptee:

Signature of Preceptor:

Date:

Nursing Associate Preceptorship

Review Two

Record of Preceptorship

Nursing Associates Own Self-Assessment	
Clinical Practice	
Building Competence/Confidence	
Consolidating Learning	
Resilience	
Preceptors Assessment	
Clinical Practice	
Building Competence/Confidence	
Consolidating Learning	
Resilience	

Nursing Associate Preceptorship

Action Plan

What additional skills/ knowledge do I need to know/ do?	How will I achieve this? Who can help? What support is available?	What evidence will I need to produce?	Target Date

Signature of Preceptee:

Signature of Preceptor:

Date:

Nursing Associate Preceptorship

Review Three

Record of Preceptorship

Nursing Associates Own Self-Assessment
Clinical Practice
Building Competence/Confidence
Consolidating Learning
Resilience
Preceptors Assessment
Clinical Practice
Building Competence/Confidence
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Nursing Associate Preceptorship

Action Plan

What additional skills/ knowledge do I need to know/ do?	How will I achieve this? Who can help? What support is available?	What evidence will I need to produce?	Target Date

Signature of Preceptee:

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Date:

Nursing Associate Preceptorship

A Training Matrix for Clinical Practice

Clinical Competency	Start date	Competent
Pulse		
Blood Pressure including manual		
Blood Pressure Monitoring		
BMI		
Gather core health info for templates		
Urinalysis		
ECG Recording		
Pulse Oximetry		
Awareness of Emergency Equipment (appropriate for role)		
Setting up a nebuliser		
Able to use a volumatic and inhaler		
Using and recording blood glucose monitor		
Using and recording peak flow		
Explanation of self-collection of samples		
Basic wound care		
Removal of clips/ sutures		
Measuring for hosiery stockings		
Assisting with minor operations		
Chaperoning		
INR Star monitoring		
Referral to Health Promotion Service		
Able to give health promotion advice		

Nursing Associate Preceptorship

A Training Matrix for Clinical Practice cont.

Referral to other Health professionals		
Venepuncture		
Setting up and using PSD's		
B12 injection service		
influenza vaccination *		
Pneumococcal vaccination *		
Shingles Vaccination *		
Child Nasal influenza vaccination *		
Checking feet for diabetic neuropathy		
Ear Care Service		
NHS Health Checks – all parts		
Pre-diabetes and health promotion		
Inhaler technique teaching		
Blood glucose monitoring teaching		
Peak flow initiation of diary		
Hypertension – including ambulatory monitoring		
MNC Revalidation and CPD		
Skills following additional training		
New Immunisers (2 Day) Foundation Training with competency assessment to administer *		
Cytology foundation training and sign off		
Child vaccination*		
Additional skills		



Nursing Associate Preceptorship

Opportunities for Career Development as a Registered Nursing Associate

Nursing associates play an active role as members of interdisciplinary teams, collaborating and communicating effectively with nurses, a range of other health and care professionals and lay carers.

As a Nursing Associates you will contribute to the promotion of health, health protection and the prevention of ill health. By empowering people and communities to exercise choice, take control of their own health decisions and behaviours and by supporting people to manage their own care where possible. Nursing associates are a key part of the team to meet the integrated health and care needs of patients and service users.

You have a growing number of opportunities to develop your career further. As your role is new to the nursing profession, career paths and opportunities for growth continue to emerge. One readily established option is the progression to graduate registered nurse, building on the qualifications and experience you would have gained as an RNA.

For more information or advice, head to the RCN's careers service:

rcn.org.uk/professional-development/your-career

Details can also be found on the Skills for Health website:

haso.skillsforhealth.org.uk/r-n-degree-apprenticeship

Additional Resources and Guidance



Courses and further information

<https://www.staffordshiretraininghub.com/>

<https://portal.e-lfh.org.uk/>

<https://respiratoryacademy.co.uk/clinical/cpd-modules/>

<https://www.healthcheck.nhs.uk/commissioners-and-providers/training/competency-framework-and-learner-and-assessor-workbooks/>

<https://www.rcn.org.uk/Get-Help/RCN-advice/nmc-preceptorship>

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

References

<https://www.gni.org.uk/wp-content/uploads/2019/05/General-Practice-Nursing-Induction-Template.pdf>

<https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/nmc-principles-for-preceptorship-a5.pdf>

<https://www.hee.nhs.uk/sites/default/files/documents/Preceptorship%20for%20Nursing%20Associates%20-%20Leaflet.pdf>

<https://www.nmc.org.uk/standards/guidance/preceptorship/>

[Newly Registered NAs Guide PDF](#)



Staffordshire Training Hub

Team Contacts



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Staffordshire Training Hub Team

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CLICK ICON to JOIN US



Nursing Associate Preceptorship

Review Three

Record of Preceptorship

Nursing Associates Own Self-Assessment
Clinical Practice
Building Competence/Confidence
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Nursing Associate Preceptorship

Action Plan

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