PROTOCOL IN THE EVENT OF UNSUCCESSFUL CLINICAL PLACEMENT AND ENACTMENT OF ACTION PLAN

HIGHER DIPLOMA IN MIDWIFERY (POST RGN) PROGRAMME

The School of Nursing, Midwifery and Health Systems along with our clinical partner, the National Maternity Hospital, is committed to supporting students as they prepare to become registered midwives. The background to the following protocol is the need to guide students who are requiring further support in meeting their MidCAT requirements during clinical placements. The specific needs of each student will be dealt with on an individual basis. This protocol will be enacted when a student fails to meet the required standards in an assessment (MidCAT) on an individual placement.

Description of Clinical Modules and Derogations.

There are 4 clinical placement modules integral to this programme—Midwifery Clinical Placement A, B, and C, and Specialist Clinical Placement module. Five (5) credits are awarded for the successful completion of each module. Students must successfully complete Midwifery Clinical Placement A, in order to progress to Midwifery Clinical Placement B, and Midwifery Clinical Placement B must be successfully completed in order to progress to Midwifery Clinical Placement C.

Apart from the Specialist Clinical Placement module, each module is composed of placements of a minimum of 3, but more usually, 4 weeks’ duration, in each of the core maternity care areas—Antenatal, Labour and Delivery and Postnatal. Students must successfully complete each placement in Antenatal, Labour and Delivery and Postnatal care in order to successfully complete each module. A MidCAT document is utilised for each placement, and the student must submit the 3 successfully completed MidCAT documents to pass the module and to progress on the programme.

If the student fails to successfully complete the placement in one or more of the maternity care areas, she/he will be required to resit and/or repeat the placement, or placements, in which she/he was unsuccessful, as detailed below. The student will not be required to repeat the placement in the maternity care area which she/he has successfully completed.

The Programme Co-ordinator is personal tutor to all students on this programme.
In the event of a student being unsuccessful in her/his clinical assessment, this protocol will be enacted. The following actions should occur to assist the student in meeting the required standards in the MidCAT assessment while on clinical placement:

- There are three scheduled meetings with the student during each clinical placement, a preliminary meeting, intermediate and final meeting. If the student is having difficulties in achieving the MidCAT standards they should be identified as early as possible preferably by the time of the intermediate meeting.

- If concerns are raised at the intermediate meeting they should be documented by the preceptor and the Clinical Midwifery Tutor and Clinical Co-ordinator should be informed of the specific issues raised. The Clinical Midwifery Tutor and the preceptor will support the student in addressing the competencies that need improvement in the remaining weeks of their placement. The critical elements, with which the student requires additional support in order to successfully complete the placement, must be specifically identified and documented.

- Subsequent to the final meeting, if the student has not met the required MidCAT standards in the MidCAT for that placement, the preceptor will inform the Clinical Co-ordinator who will in turn inform the personal tutor by e-mail. The student, clinical co-ordinator, preceptor and personal tutor will meet and record an ‘Action Plan’ in triplicate. The action plan must clearly identify the critical elements which the student has not successfully achieved, the rationale or evidence to support the unsuccessful award, and support mechanisms to assist the student improve her/his performance and achieve the required standards. One copy of the action plan will be kept by the student, the clinical co-ordinator and the personal tutor. This ‘Action Plan’ will serve to guide the student during their resit/repeat clinical placement. A date for resit will be agreed. The action plan may be drawn up at the conclusion of the final interview, or as soon as possible after the unsuccessful placement, but not later than 2 weeks.

Please refer to the Description of Outcomes table for possible outcomes.

Consultation processes

As students are also employees of the clinical partner, in the event of the student failing to successfully complete the clinical placement in question at first attempt, the Programme Co-ordinator informs the Practice Development Co-ordinator of the outcome and the action plan for resit. If the student fails to successfully complete the resit placement, the Programme Co-ordinator informs the Practice Development Co-ordinator, the Director of Midwifery and Nursing, the Director of CASC and Subject Head (Midwifery), of the outcome, and the action plan for repeat. If the student does not successfully complete the repeat placement, the above individuals and the Head of SNMHS are informed of the outcome. The student’s progress is referred to the next Undergraduate Programme Board for consideration.
<table>
<thead>
<tr>
<th>Outcome</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PASS (P)</strong></td>
<td>MidCAT standards have been achieved. The student is required to complete outstanding clinical time before completing the programme.</td>
</tr>
<tr>
<td><strong>Incomplete (I)</strong></td>
<td>MidCAT standards have <strong>not</strong> been achieved, as the student cannot be assessed due to insufficient time in the clinical area, and the student has <strong>no</strong> extenuating circumstances. An ‘I’ grade is awarded. The Incomplete (I) will only become a Pass (P) once the overall standards have been achieved. The student cannot progress to registration until they complete all outstanding clinical time.</td>
</tr>
<tr>
<td><strong>Extenuating Circumstances (IX)</strong></td>
<td>MidCAT standards have not been achieved <strong>and</strong> time is outstanding due to extenuating circumstances (See current policy document on extenuating circumstances <a href="http://www.ucd.ie/registry/academicsecretariat/pol_ext_circum.pdf">http://www.ucd.ie/registry/academicsecretariat/pol_ext_circum.pdf</a> (UCD 2010) The student is required to undertake a supplemental placement and this is considered a <strong>first</strong> attempt and will <strong>not</strong> incur a repeat fee. The MidCAT standards required for supplemental placements will focus on the unsuccessful competencies. The duration of the supplemental placement may vary to meet the needs of individual students. In some circumstances students maybe required to attend the full duration of the original placement following consultation with the clinical partners. Full attendance is required on all clinical placements.</td>
</tr>
<tr>
<td><strong>Fail (F)</strong></td>
<td>MidCAT standards have not been achieved during the first placement. The student will be provided with an opportunity to <strong>re-sit the placement</strong>, within 4 weeks of unsuccessful completion of the placement. A resit assessment offers students a second and separate opportunity to pass the required standards of a clinical placement module, using a <strong>new</strong> MidCat document. This placement is normally of the same duration as the initial placement. The student will provide the preceptor with a copy of the <strong>Action plan</strong> when she/he commences the resit placement. It is recommended that a different preceptor should be appointed to the student for this resit placement. Pending the resit placement, the student may progress to the next scheduled clinical placement. Other rules in relation to the duration of the clinical placement may apply at the discretion of the UCD Programme Board and clinical partners.</td>
</tr>
<tr>
<td><strong>Fail (F) Resit</strong></td>
<td>MidCAT standards have <strong>not</strong> been achieved during the second placement. If the student does not successfully complete the <strong>resit</strong>, the student will be required</td>
</tr>
</tbody>
</table>
### Repeat

To **repeat the placement, within 4 weeks of an unsuccessful resit.** A **repeat** offers the student a third attempt to meet the appropriate standards of a clinical placement. The **repeat is a minimum of 4 weeks’ clinical placement. An action plan must be drawn up at the final meeting of the resit placement, or as soon as possible thereafter, as outlined at above.**

This is the **final** opportunity a student may have to successfully complete the clinical placement, or placements.

If the student is unsuccessful following this opportunity, the student will not be permitted to continue on the Higher Diploma in Midwifery programme. The final decision will be made at the next Undergraduate Programme Board, following consultation with the clinical partner.

### No Grade (NG)

Failure to attend and/or present a completed MidCAT assessment to the personal tutor with no evidence of extenuating circumstances will result in a NG outcome which is treated the same as a **fail** grade. The student will need to undertake a resit placement which is a second attempt and will incur a repeat fee.

**CASC Chair**  
Date 7/6/11

**LJWG Chair**  
Date 8/6/11

**Head of Teaching & Learning (Undergraduate)**  
Date 7/6/11

**Programme Board Chair**  
Date 8/6/11