

Continuity of Care Experience at Joan Kirner & Bacchus Marsh

Western Health

your Culture | *your Ability* | *your Identity*

We welcome you at Western Health





Who is this guide for?

This guide is for **any midwifery student** entering the grounds of Western Health to attend a CoC episode.

Failure to comply with the guidelines outlined in this book, may result in you not being able to attend any CoC at Western Health.

This guide and the information in it are applicable to both sites of Joan Kirner and Bacchus Marsh.

Upon reading this guide;

1. Complete the outlined mandatory training and email evidence of completion (screenshots) to midwiferystudent@wh.org.au
2. Once WeLearn has been completed, complete this [form](#)
 - a. Once this form is completed, and screenshots of evidence have been provided, the team will mail you out a CoCE card.
3. If you have any questions about the CoCE process, please reach out to either midwiferystudent@wh.org.au or your education provider.
4. Only one card is issued, but you should review the content outlined in this document yearly and touch base with the education team if its been more than 6 months since you last visited the hospital.



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All CoCE students are welcome at Western Health, including Joan Kirner and Bacchus Marsh. Students are encouraged to work within their scope and communicate their level and confidence to the primary midwife. This document outlines guidelines, expectations and requirements of students undertaking CoC experiences at Western Health.

Recruiting:

- If on placement at Western Health:
 - you can use time on clinical shifts to recruit CoCE's
 - inform your preceptor this is something you like to do.
- Ensure you have CoCE information and consent forms printed/on your person *prior* to recruiting

Education Support/Contacts

Joan Kirner:

Midwifery Undergraduate Educator

0466 489 711

midwiferystudent@wh.org.au

Clinical Support Midwives JKWC

0401 430 804 & 0401 430 718

Clinical Midwifery Educators

midwiferyeducators@wh.org.au

Bacchus Marsh

Midwifery Educator Bacchus Marsh

Claire Josephs

5367 9882

ClaireJ@wh.org.au

HINT: SAVE THESE NUMBERS TO YOUR MOBILE!

Attending CoC appointments

Students can attend face to face ANC appointments, MAC presentations, births and during the post natal period. Students must adhere to the following;

- Be fully vaccinated
- Have completed online orientation (mandatory) and received a contact form and CoCE card.
- Check in & check out with IC/AMUM of the shift
 - NB this is a **safety requirement** so IC/AMUM are aware of who is present in the event of an evacuation.
- Must not attend if they are feeling unwell.
- When it comes to CoCE clashing with placement students must [review their university guidelines](#). DO NOT just assume that you can attend a CoCE appointment/birth in the same hospital of your placement without first reviewing university protocol.

Mandatory Training

You must complete the following components on WeLearn;

Below is the list of *mandatory training* you are required to complete on WeLearn *prior* to attending a CoCE. The items in ORANGE only need to be completed **ONCE** – you can review them again, but a new certificate will not be generated. Those in black **MUST** be completed yearly.

- Student Orientation
- Aseptic Technique (AT)
- Clinical Code Call System at Western Health
- Standard and Transmission based precautions
- Hand Hygiene
- EMR for midwives
- Occupational Violence and Aggression Online
- Fire and Emergency Procedures
- General Manual handling

NB: You are no longer required to complete “Continuity of Care Midwifery Student Placement”



We Learn Instructions

INSTRUCTIONS ON HOW TO ACCESS WESTERN HEALTH'S ONLINE LEARNING PLATFORM

Western Health uses a system called 'WeLearn' to deliver online education and training for all staff. As a student on clinical placement at Western Health, you can create a temporary WeLearn account to access courses and complete the required mandatory training ready for your placement.

1. Click on the link to access the WeLearn home page <https://welearn.wh.org.au/login>
2. Click the Non-Employees button on the home page
3. Click the Create new account button and fill out the new account form
4. Please ensure you enter all required fields
5. Under User Type, select STUDENT
6. Select your discipline from the drop down list to gain access to the relevant courses
7. Under Registration Key, enter STUDENT (must be in capitals)
8. You will also need to select your university and your discipline to gain access to the relevant training.

You can search for the under 'Search Catalogue' if you are unable to find it via 'My Learning'.

We would recommend that you keep your certificate of completion for your own records.

- For WeLearn support, please contact welearn@wh.org.au

CoCE Card & Student Responsibilities

1. Complete the outline mandatory training and email evidence of completion screenshots to midwiferystudent@wh.org.au
2. Complete this [form](#)
3. If you have any questions about the CoCE process, please reach out to either midwiferystudent@wh.org.au or your education provider.

In order to receive your card, you will be asked to agree to the following terms;

1. I will carry my CoCE card on my person at all times whilst on hospital grounds
2. I will check in/out with the IC/AMUM of the area I am attending
3. I will accompany and support my CoCE and their support persons during the birth, if appropriate and be involved in hands on clinical care under a preceptorship model
4. I will communicate my level of confidence with the preceptor midwife
5. I will ensure my hours are signed off and a copy emailed to midwiferystudent@wh.org.au
6. I will add/remove my name from the whiteboard (where appropriate)
7. I will complete no more than 12hours of clinical care at a time and ensure I have had adequate rest between COC and personal life commitments (minimum 8 hours rest).
8. Attend all care episodes in my university uniform
9. Complete all mandatory training/orientation

If you wish to discuss any of the above terms, please contact midwiferystudent@wh.org.au ASAP.

Emergency Codes

It is your responsibility to be aware of the codes for the site you are attending (BMM or JKWC). If you are unsure about the emergency codes, please reach out to the education team ASAP.

Where do I go?



Area	Clinical Scope
Women's & Children's Outpatient – level 1	Mon – Thurs antenatal clinic
Level 2 – Theatre	4 operating theatres & 1 procedure room
Level 3 – MAC & Birthing	20 birth suites and 10 assessment rooms
Level 5 – Newborn Services	39 Special Care Nursery Costs
Level 6 – Children's Ward	32 Children's inpatient beds
Level 7 & 8 – Postnatal and Antenatal	64 Women's inpatient beds

Main Foyer/Security



Level 1 - Antenatal Clinic (ANC)

- All Women's Clinics are **located on Level 1**.
- Routine antenatal clinic runs from **Clinic A** – turn left when coming out of the lifts/up the stairs.
- Head to Women's Clinic A – turn left at the ward clerks desk and follow the corridor all the way to the end.
- Morning huddles commence promptly at 0800 with a lunch time meeting commencing at 1305.
- If unsure of where to go the ward clerks can assist you.

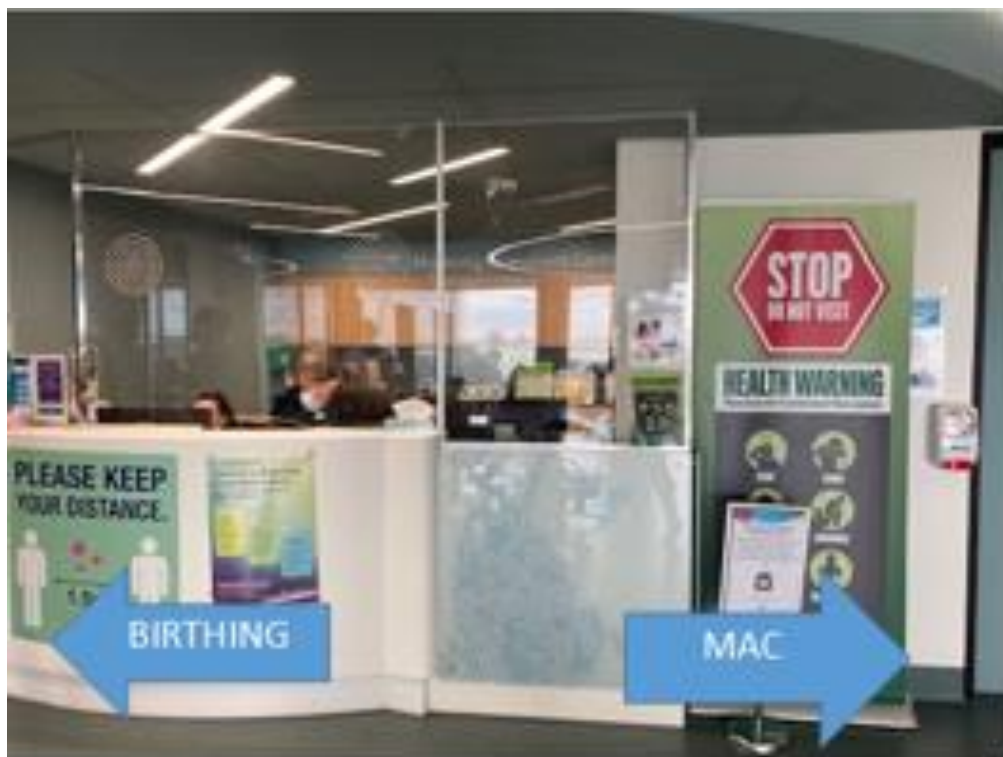


Level 2 – Operating Theatres

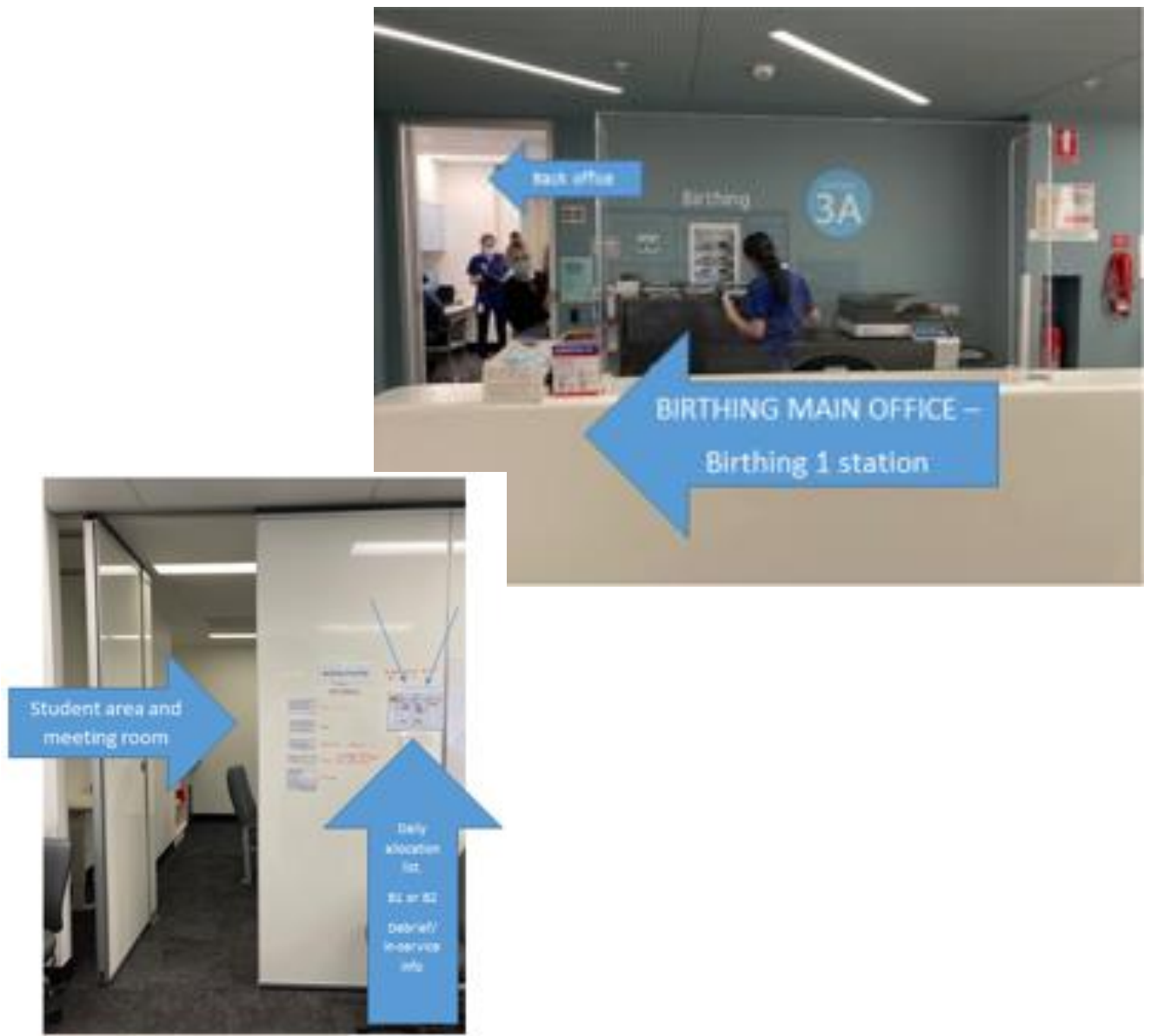
- If you are rostered to attend an ELECTIVE C/S day you will head straight to level 2 – the Elective c/s midwife will meet you there.
- **Phone:** 8345 3152 - *HINT: Consider saving this in your phone!*



Level 3 – Birthing & Maternity Assessment Centre (MAC)



Level 3 – Birthing



Level 7 - Antenatal and Postnatal



Level 8 – Antenatal & Postnatal



Bacchus Marsh Maternity Unit

Hospital Entrance



Maternity Ward Entrance

Bacchus Marsh Antenatal Clinic 10 Turner Street (Opposite Hospital)



Theatre & Pre admission Clinic Entrance





Parking

Joan Kirner:

- There are several private car parks just outside of the main entrance on Furlong Rd that students may use. Students do not have access to staff car park.
- The cost varies depending on length of stay, however if you are here for a longer placement (i.e. more than two weeks) you can apply for a reduced rate.

Please see the attached parking form and email to the address listed on the form.

Bacchus Marsh:

- There is free on site and on street parking at Bacchus Marsh.



FAQ

Do I need to carry my card on me at all times during CoC care episodes?

Yes. We advise you carry this with you at all times during CoC care episodes to ensure staff are aware of why you are present. You should make it very clear

Can I attend appointments during clinical placement?

You will need to discuss this with your university. Western Health is generally happy to support you attending CoC experiences during placement, but you first require approval/confirmation from your university (in writing is best).

If there is another student present for a birth, who is assigned 'accoucheur'?

The student on clinical placement will be assigned as the accoucheur (if the student is at an appropriate level to accoucheur). The CoCE is focused on the continuity care support that you can provide the consumer.

If;

- there is no student on clinical placement
- the consumer is consenting
- you are comfortable to accoucheur and
- the primary midwife is also comfortable

you can accoucheur the birth.

What do I do when I get to the hospital ?

Please check in with admin staff (where applicable*) and in charge midwife, showing your purple CoCE card.

Failure to show your CoCE card may result in your being asked to leave the premises.

*For secured areas like birthing/MAC/WW7&8 you will need to also show your CoCE card to the admin staff.