# Appendix 5b. SCP Week Schedule Template

**Monday**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / staff responsible/ comments** |
| 0900-0930 | **Orientation & Welcome to Health Enhance Health**<insert staff> | <insert room> |  |
| 0930-1030 | **Student group orientation & introductions** | **Office**<insert room> | Clinical Supervisors / Sim facilitator<insert staff> |
| 1030-1045 | **Break** |  |  |
| 1045-1230 | **Example interview** | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1230-1300 | **Lunch** |  |  |
| 1300-1430 | **Interview Preparation for primary client** | **Office**<insert room> | Clinical Supervisors/ Sim facilitator floating (min face to face) |
| 1430-1500 | **Briefing and reminding on how to access forms, expectation of preparation for primary client, documentation required**Ensure that students found information on appointment scheduled. | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1500 - 1700 |  | **Office**<insert room> | Independent workWork statistics report and case notes due at 5pm daily |

**Tuesday**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / staff responsible / comments** |
| 0900-0930 | Group attendance. Student independent work: Preparation for interviews for primary client. |  |  |
| 0930-1230 | **Interviews**Client (face to face) Interviews (primary client)**or****Activity observation** | Client interviews in room:<insert room>Preparation & independent work in:<insert room> | SIM facilitators as required.According to appointment bookedBreak: 15 minutes self-arrange |
|  | **Lunch** |  | Self-arrange when available |
| 1300 - 1430 | **Health Professionals, family and doctors** **Phone interviews**May continue with **Example interview activities** | Telephone interview in <insert room> | Clinical Supervisors/ Sim facilitator floating (min face to face) |
| 1500-1600 | **Report back to clinical supervisor**Debrief interviews | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1600-1700 | **Preparation for home or community visit** | **Office**<insert room> | Independent workWork statistics report and case notes due at 5pm daily |

**Wednesday**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / comments** |
| 0900-0930 | Preparation for home or community visit | **Office**<insert room> |  |
| 0930-1230 | **Home or community visits****As scheduled** | <insert address> | Clinical Supervisors |
|  | Lunch |  | Self-arrange when available |
| 1330-1430 | **Briefing on case conference** and other simulation based activities. | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1430 - 1700 | **Independent work**Intervention plans for primary and secondary clients | **Office**<insert room> | Work statistics report and case notes due at 5pm daily |

**Thursday**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / comments** |
| 0900 - 1000 | **Report back to clinical supervisor** | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1000 - 1230 | **Independent work**Prepare reports & other clinical documents for primary and secondary cases | **Office**<insert room> | Clinical Supervisors/ Sim facilitator floating (min face to face)Self-arrange break |
| 1230-1300 | **Lunch** |  |  |
| 1300 -1500 | **Student led case conference** with SIM Facilitators facilitation-each student present on follow tasks for individual client  | <insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1500 - 1700 | **Independent work**Prepare reports & other clinical documents for primary casePractice reporting back to  | **Office**<insert room> | Clinical Supervisors/ Sim facilitator floating (min face to face) |

**Friday**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / comments** |
| 0900 -1000 | Students present reports andplans to clinical supervisors | **Office**<insert room> | Clinical supervisor to choose representatives to present in the afternoon |
| 1015 - 1045 | **Break / Academic Facilitators meeting with Clinical Supervisors** (student eval)Students work together to finalise afternoon presentation | **Office**<insert room> | (can include students led social event such as final day morning tea) |
| 1045-1245 | Clinical supervisors complete SPEF-R with students / students continue to work on presentations | **Office**<insert room> | Clinical Supervisors/ Sim facilitator<insert staff> |
| 1230-1300 | **Lunch**  |  |   |
| 1300-1330 | Preparation for presentation | **Office**<insert room> |  |
| 1330-1700 | **Presentation** to class**Debriefing** and feed back  | <insert room> |  |