# Appendix 5b. SCP Week Schedule Template

**Monday**

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| **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 work  Work statistics report and case notes due at 5pm daily |

**Tuesday**

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| **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 booked  Break: 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 work  Work statistics report and case notes due at 5pm daily |

**Wednesday**

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| --- | --- | --- | --- |
| **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 case  Practice reporting back to | **Office**  <insert room> | Clinical Supervisors/ Sim facilitator floating (min face to face) |

**Friday**

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| --- | --- | --- | --- |
| **Time** | **Activity** | **Venue** | **Contact / comments** |
| 0900 -1000 | Students present reports and  plans 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> |  |