

## Progression Policy for Higher Diploma Midwifery Students

<b>Date approved:</b>	27/09/2013	<b>Date policy will take effect:</b>	27/09/2013	<b>Date of Next Review:</b>	27/09/2013
<b>Approving Authority:</b>	Academic Council				
<b>Responsibility</b>	Registrar, Admissions Officer, Heads of Health and Science				
<b>Consultation undertaken:</b>	Academic Sub-Committee				
<b>Supporting documents, procedures &amp; forms of this policy:</b>					
<b>Reference(s)</b>					
<b>Audience:</b>	Public – accessible to anyone				
<b>Category:</b>	Admission, Progression, Recognition and Certification				

### 1. Version Control and Change History

Version Control	Date Effective	Approved By	Amendment(s)
1	27/09/2013	Academic Council (AC:DOC:134:04:01)	<ul style="list-style-type: none"><li>• Amended</li></ul>

## **Progression Policy for Higher Diploma in Midwifery Students in the Department of Nursing, Midwifery and Health Studies**

### **Introduction and Context**

Dundalk Institute of Technology (DkIT), Department of Nursing, Midwifery and Health Studies in partnership with the Health Service Executive (HSE) Dublin North East are committed to educating practitioners to an optimum standard of Midwifery education. The background to the following policy is the need to guide students who fail in meeting their requirements in respect of clinical instruction during clinical placements. The specific needs of each student will be dealt with on an individual basis.

### **Scope of Progression policy**

This policy applies to all student midwives registered on the Higher Diploma in Midwifery Programme.

A student who fails three clinical placements, either consecutively or over the duration of their programme, will not be offered another opportunity to repeat the clinical placement module and will be required to leave the programme.

### **Scenarios which will lead to initiation of the policy:**

1. When a student fails to achieve the required level of competence in a clinical placement on their first attempt (first failed clinical placement).
2. When a student fails to achieve the required level of competence in a clinical placement on two occasions (second failed clinical placement).
3. When a student fails to achieve the required level of competence in a clinical placement on three occasions (third failed clinical placement).

**Procedure when a student fails to achieve the required level of competence in a clinical placement on their first attempt (first failed clinical placement).**

1. When a student has failed a clinical placement on the first attempt the Head of Department/Head of Section of Midwifery and the relevant Midwife Practice Development Co-ordinator/Director of Nursing and Midwifery will be informed.
2. The student will be invited to a meeting with the Head of Department/Head of Section of Midwifery, Link Lecturer and Midwife Practice Development Co-ordinator/Post Registration Midwifery Programme Co-ordinator.
3. The student will have the opportunity to attend the meeting with an advocate if preferred.
4. The Head of Department/ Head of Section of Midwifery will give an overview of the facts, based on the students Developmental Plan, if available.
5. The student will be invited to respond.
6. The student will have the opportunity to ask questions or make a further statement.
7. The student will be informed that she/he will have two further opportunities to repeat and pass the clinical placement module. The timing and duration of the repeat clinical placement will be at the discretion of the Head of Department/Head of Section of Midwifery and the relevant Director of Nursing and Midwifery.
8. A developmental plan may be formulated, based on the discussions at the meeting, to support the student in achieving the required level of competence during the repeat clinical placement

**Procedure when a student fails to achieve the required level of competence in a clinical placement on two occasions (second failed clinical placement).**

1. When a student has failed to achieve the required level of competence in a clinical placement on two occasions, the Head of Department/Head of Section of Midwifery and the relevant Midwife Practice Development Co-ordinator/Director of Nursing and Midwifery will be informed.

2. The student will be invited to a meeting with the Head of Department/Head of Section of Midwifery, Link Lecturer and Midwife Practice Development Co-ordinator/Post Registration Midwifery Programme Co-ordinator.
3. The student will have the opportunity to attend the meeting with an advocate if preferred.
4. The Head of Department/ Head of Section of Midwifery will give an overview of the facts, based on the students Developmental Plan, if available.
5. The student will be invited to respond.
6. The student will have the opportunity to ask questions or make a further statement.
7. The student will be informed that she/he will have one further opportunity to repeat and pass a failed clinical placement module. The timing and duration of the repeat clinical placement will be at the discretion of the Head of Department/Head of Section of Midwifery and the relevant Director of Nursing and Midwifery.
8. A developmental plan may be formulated, based on the discussions at the meeting, to support the student in achieving the required level of competence during the repeat clinical placement

**Procedure when a student fails a clinical placement on three occasions (third failed clinical placement).**

1. When a student has failed to achieve the required level of competence in a clinical placement on three occasions, the Head of Department/Head of Section of Midwifery and the relevant Midwife Practice Development Co-ordinator/Director of Nursing and Midwifery will be informed.
2. The student will be invited to a meeting with the Head of Department/Head of Section of Midwifery, Link Lecturer and Midwife Practice Development Co-ordinator/Post Registration Midwifery Programme Co-ordinator.
3. The student will have the opportunity to attend the meeting with an advocate if preferred.
4. The Head of Department/ Head of Section of Midwifery will give an overview of the facts based on the student's Developmental Plan, if available.

5. The student will be invited to respond.
6. The student will have the opportunity to ask questions or make a further statement.
7. The student will be informed that she/he will not be offered another opportunity to repeat the clinical placement module and will be required to leave the Higher Diploma in Midwifery programme. The student will be made aware of the services available in the Institute to support them in this regard.

### **Post Meeting Communication**

The Head of Department of Nursing, Midwifery and Health Studies will communicate the decision of the meetings, relating to each of the outlined scenarios, to the student verbally and in writing within 3 working days. Copies of the letter will be retained on the students' file.

#### Notes:

- The timing of a repeat clinical placement will be agreed in consultation between the Head of Department/ Head of Section of Midwifery and the Midwifery Practice Development Co-ordinator and is dependent on the start date for the programme.
- Normally a student should have at least two weeks continuous attendance in clinical placement prior to final assessment. The decision to allow a student, who has not attended clinical placement continuously for two weeks prior to their final assessment, to undertake their final assessment will be at the discretion of the Head of Department/Head of Section of Midwifery and Midwife Practice Development Co-ordinator.
- If a student fails to engage in the process outlined in this policy then they will be deemed to have failed the clinical placement module.