

## Wellbeing Support for Placement. Transfer of Information

The School of Medicine Wellbeing Team wants all students to feel they are 'Welcomed and Valued' (GMC 2019), we aim to do this by providing support in various ways while you are studying with us.

We recognise that a large proportion of your time is spent on Clinical placement and we want to make sure that, where possible, the same level of support is available while you are there. Support is maintained by giving you access to the Wellbeing Team resources online, by email, phone and Zoom. As we know placement usually involves long hours we offer early morning appointments, evening appointments and drop ins to ensure that you always have access to the services that you need.

In some circumstances, providing support in placement is enhanced by the School of Medicine transferring some information about students to key staff in each placement site. This enables staff in placement to be better prepared and ready to offer individualised help and adjustments where necessary.

The aim of this short document is to explain which students will be offered an information transfer, what information will be shared and how students can be involved in the process. It also addresses who will be able to view the data and what kind of adjustments placements may be able to make.

### Group 1

Students will be invited to share information if they have:

- A Disabled Student Support Plan
- Significant Health Issues
- Received significant support for wellbeing issues
- Made the School aware that they have specific support needs in placement

### Group 2

Students will automatically have information transferred if they:

- Have significant attendance concerns
- Have had significant professionalism issues during the preceding year.
- Are repeating the year

## What information will be shared?

- There are three levels of information sharing, students in group one can consent to any of these or opt out of any transfer.
- Students in group two will have the minimum level of information automatically transferred

<b>Information Transferred</b>		
<b>Level</b>	<b>What is involved</b>	<b>Group involved</b>
Opt Out of any transfer	No information transferred	Group 1 only
Minimum	A code will be shared via Pebblepad D- Disability H- Health S- Wellbeing Support P- Professionalism A- Attendance R- Repeating Year	Group 1 with consent and Group Two automatically
Intermediate	Students invited to write a sentence summarising their support needs. This will be shared via Pebble pad Eg.' I am a carer for my elderly relative' or ' My health condition may require Hospital appts.'	Group 1 only with consent
Advanced	On Request, Students will be invited to discuss their needs at an individual Wellbeing meeting. A paragraph will then be written and retained on the students records that can be shared if placement sites appropriately request it.	Group 1 only with consent

## Who at the trust will be able to access my information?

- The information will be available to a small group of senior placement staff at each site.
- The information will be available to all placement sites although senior staff should only access the students they are hosting.



***Placement Staff should:***

Access the appropriate information for students they host.

Maintain confidentiality

Implement appropriate support in line with needs



***School of Medicine Staff should:***

Liaise with all sides to facilitate the process

Seek appropriate consent

Maintain confidentiality



***Students should:***

Carefully consider which level of information they would like to transfer

Be proactive in making contact with support systems in placement

Contact the Wellbeing Team for advice.

Key Reference Documents:

Welcomed and Valued GMCD 2019