

Work Experience Policy

Document Summary

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Work-Based Learning and Clinic Policy

1. Policy Statement

This policy outlines the college's commitment to providing high-quality, professional clinical training for its acupuncture students. We recognise that practical experience is a vital component of the course, contributing directly to the development of clinical skills and professional practice. This policy details the specific requirements and responsibilities for students undertaking supervised clinical practice in the on-site college clinic.

2. On-Site Clinic for Acupuncture Students

Final-year acupuncture students are required to complete a minimum number of supervised clinical hours in the on-site college clinic as part of their course requirements. This policy governs their responsibilities during this period.

Student Responsibilities:

- Adhere strictly to the clinic's Code of Conduct and all college policies, including Safeguarding and Patient Confidentiality.
- Maintain professional standards of conduct and patient care.
- Attend all scheduled clinic sessions and complete all required documentation promptly and accurately.
- Ensure all necessary professional indemnity insurance is in place before commencing clinical practice.
- Record and reflect on all clinical experiences for assessment and peer review.

College Responsibilities:

- Provide a safe, clean, and professional clinical environment that meets all health and safety regulations.
- Ensure experienced and qualified clinic supervisors are present to oversee all student-led treatments.
- Provide clear guidance on clinical procedures, patient management, and record-keeping.
- Maintain patient records securely and confidentially in accordance with GDPR.

3. Health and Safety

All students are responsible for their own health and safety while on college premises. The college provides general health and safety advice during induction.

The college's Safeguarding Policy extends to all students and staff, and any concerns of an ethical or safety nature should be reported to the College immediately.