

## High School Co-operative Education Placement Description

<b>Department/Program:</b>	General Internal Medicine (GIM)	<b>Location</b>	Charlton
<b>Manager</b>	Varies per Unit	<b>Placement Supervisor</b>	Varies per Unit
<b>Hours for Fall/Winter placement</b>	AM and PM	<b>Dress code</b>	Security ID Badge Professional Image Standard
<b>Department/Program Description</b>			
<p>The services of the GIM program include those provided by a comprehensive health care team in the various inpatient medical units. These include Clinical Teaching Unit (CTU) Central, CTU West, Cardiology, Express Unit, Short Stay Unit, CTU North and the Alternate Level of Care (ALC) Unit. The GIM program also include outpatient services ie. The Internal Medicine Rapid Assessment Clinic (IMRAC) and the 5<sup>th</sup> floor Fontbonne GIM Physician Clinics.</p> <p>The GIM program provides care for patients with various medical illnesses, conditions and disease. These illnesses and diseases may involve various body systems such as cardiovascular, respiratory, neurology, rheumatology, gastrointestinal, renal, oncology, dermatology and endocrinology including diabetes. The patients that are cared for are often complex with multi-system involvement. Patients require holistic approach to manage their illness. The average age of patients in the GIM program is 68 but the age ranges from 18 to over 100 years old.</p>			
<b>Duties &amp; Responsibilities</b>		<b>Learning Opportunities</b>	
<ul style="list-style-type: none"> <li>- Assist with patient care doing duties that may include meal assistance, gathering patients supplies</li> <li>- Assist with charts (stamping forms, putting charts together)</li> <li>- Shadowing nurses, allied health professionals and technicians</li> <li>- Assist with photocopying, faxing, filing and collating questionnaires when requested</li> <li>- Other miscellaneous duties</li> </ul>		<ul style="list-style-type: none"> <li>- Experience learning and observing in an up to date teaching organization</li> <li>- Tour all areas and observe staff in varying roles</li> <li>- Learn and observe patient care and treatment in patients</li> <li>- Learn about patient charts and confidentiality</li> <li>- Experience team work by taking responsibilities for defined role</li> <li>- Learn about processes and procedures for patients with various medical illness and disease</li> <li>- Observe and assist patients as requested by staff</li> <li>- Learn about a variety of healthcare career paths</li> </ul>	
<b>Desired Skills</b>		<b>Student Expectations</b>	
<ul style="list-style-type: none"> <li>- High level of English (verbal and written) additional languages may be beneficial</li> <li>- Strength to push wheelchairs</li> <li>- Comfortable with extended standing and walking</li> <li>- Good hearing and visual acuity</li> <li>- Maturity to recognize the need for sensitivity to the patients' privacy and to provide support for patients, families and visitors</li> <li>- Ability to work in a busy environment</li> <li>- Ability to follow directions</li> <li>- Attention to detail ensuring accuracy at all times</li> <li>- Maintains professional/mature behaviour (i.e. no texting or use of personal or program computers)</li> <li>- Confidentiality is vital whether it be pertaining to the duties, or overhearing information regarding surgery, diagnosis, treatment or care etc.</li> </ul>		<ul style="list-style-type: none"> <li>- Complete and submit organization's immunization form by the given deadline. If form is not submitted on time, placement start date is delayed</li> <li>- Attend and participate in a general hospital orientation prior to the beginning of your co-op placement</li> <li>- Review and sign a confidentiality agreement. Ensure that you are upholding the confidentiality of our patients, visitors and family.</li> <li>- Complete the Unpaid Learner Safety &amp; Training Compliance Record and return to Co-op Coordinator within 5 days of start of placement</li> <li>- Follow proper hand hygiene protocols and practices while at placement</li> <li>- Be aware of emergency response plans. Be a part of code drills as well as be aware of emergency</li> </ul>	

## High School Co-operative Education Placement Description

	<p>preparedness procedures of your unit/clinic/placement</p> <ul style="list-style-type: none"> <li>- Follow directions given by co-op coordinator and placement supervisor, asking for clarification when needed</li> <li>- Do not give advice regarding treatment or care</li> <li>- Follow policies and procedures outlined in Co-op Reference Guide, given through email before the orientation</li> <li>- Follow corporate professional image standard</li> <li>- Arrive on time ready to begin and leave at the end of allotted placement time</li> <li>- Take full advantage of learning opportunities while completing placement</li> <li>- <b>The intent of co-op placements is to provide students interested in careers in healthcare with an opportunity to learn about a wide variety of careers and therefore are not intended to replace staff.</b></li> </ul>		
<b>Learning Map (Subject to change throughout placement)</b>			
<p><i>Learning map will vary based on the unit student is placed on.</i></p> <p><i>Student will work with placement supervisor to identify placement goals and learning objectives.</i></p>			
<b>Additional Information</b>			
<p><u>Placement Hosting Unit Information</u></p> <p><b>Cardiology:</b> 18 beds for patients who have acute medical illness or disease and may require cardiac monitoring</p> <p><b>Clinical Teaching Unit Central:</b> 30 beds for patients who have acute medical illness or disease and may require cardiac monitoring</p> <p><b>Clinical Teaching Unit North:</b> 22 beds for patients with medical illness or disease but are less acutely ill. These patients are more often transferred from one of the acute medical units where they continue their recovery or treatment or wait for an alternate level of care ie. Rehabilitation, Palliative Care, Complex Care, Retirement Home, or if home supports can be arranged</p> <p><b>Clinical Teaching Unit West/Short Stay Unit:</b> 30 beds for patients on CTU West who have acute medical illness or disease and may require cardiac monitoring. Short Stay Unit has 8 beds for patients who have similar concerns yet have less than 72 hours of hospitalization</p>			
Approved By:		Date:	
Approved By:		Date:	