

ENDOSCOPY UNIT

Trust	Ashford and St. Peter's Hospitals  NHS Foundation Trust
Address	St Peter's Hospital Guildford Road Chertsey Surrey
Postcode	KT16 0PZ
Telephone Number	01932 722231 / 01932 722747
Type of Placement	
Profile of Area	The Endoscopy Unit has four admission rooms, two procedure rooms, 8 recovery trolleys and a seated recovery area. The service provides inpatient, outpatient and emergency endoscopic procedures including Gastroscopy, colonoscopy, flexible Sigmoidoscopy, Bronchoscopy, ERCP, EUS and EBUS. There is also a nurse-led breath test clinic. On average, the unit carries out about 7,000 endoscopies per year
Shift Patterns and Times	Staffs work a mixture of shifts, from between 08.00-20.00 on Mondays and Wednesdays and 08.00-18.00 for the rest of the week. Staffs also participate in the GI Bleed on call Rota The Endoscopy Unit is open 7 days a week except Bank Holiday
Placement Requirements	Contact the ward and arrange to visit at least 2 weeks prior to your start date. You can discuss any specific requests with the Nurse in Charge at this time. Students are encouraged to work alongside their mentor, for a minimum of 2 shifts a week.
Professional Behaviour	You must adhere to the uniform policy at all times whilst on placement, paying special attention to hair, nails and jewellery. Smoking is not permitted anywhere on site
Refreshment Facilities	See our webpages
Public Transport	See our webpages
Car Parking	Parking permits / swipe cards will be arranged during Locality Induction in Year 1

ENDOSCOPY UNIT

Welcome to your placement at Endoscopy Unit at St. Peter's Hospital. We hope that you will find your time with us both educational and enjoyable.

This pack has been developed to help prepare for your placement with us, and to form part of your induction.

We suggest you read this as soon as you know are coming to Endoscopy Unit, print it out and do as much as you can to prepare beforehand. Don't forget to bring it with you on your first day.

Your name	
Mentor Name (s)	
Associate Mentor	
Ward Sister / Manager	
PLT	

Trust Information

Ashford and St. Peter's Hospitals NHS Trust manages two sites - Ashford Hospital in Middlesex and St. Peter's Hospital in Chertsey, Surrey.

The Trust as a whole provides acute hospital services to a large and diverse population, with a catchment of around 450,000 stretching from West Hounslow to Woking across the Boroughs of Hounslow, Spelthorne, Elmbridge, Runnymede and Woking

Philosophy of Care (Medical)

We aim to treat every patient as an individual

The care patients/relatives receive will be safe, provided by skilled healthcare professionals who whilst ensuring patient confidentiality will openly communicate effectively with both patient and relative

The care provided will be of a high standard and provided by professionals in a warm and friendly atmosphere

Religious and cultural beliefs will be promoted by all staff involved in care giving

Advice, support and counselling and health education will be provided to help patients and their families obtain the most from their stay with us in preparation for discharge

Aims of Service

1. Provide superior patient care through a team-based approach.
2. To utilise all appointment slots 'Never let a slot go free'
3. To increase Market Share by expanding in Ashford hospital
4. To work towards providing a 7 day service
5. To be a Bowel Cancer Screening Centre
6. To become JAG Accredited

Team members

Students will work with and alongside all the members of the nursing team, including Ward Manager, Deputy Sister / Charge Nurse, Senior Staff Nurse, Staff Nurse, Trainee Clinical Associate Practitioner, Medical Support Worker, and the Ward Clerk.

There are a variety of other healthcare professionals who care for patients in the Endoscopy Unit. These include the Gastroenterology Consultants, Colorectal Surgeons, Upper GI Surgeons and Nurse Endoscopists.

Staff Development

Link Nurses

Endoscopy Unit supports the Link Nurse; the role is to ensure that all members of the team are aware of current practice and policies within their designated role. The link attends regular meetings to update their knowledge and also influence future practice through contributing to Trust policy development. You should find out who the Link Nurse is for the following specialities:

- Nutrition
- Infection Control
- Wound Care
- Palliative Care
- Continence
- Diabetes
- Minimal Handling
- Mentoring
- Falls

Professional Development

Nursing staff in the Endoscopy Unit are able to undertake continuing professional development such as attending specialized endoscopy training to learn basic and advance skills including management of GI Bleeds, Insertion of SEMS for patients with malignancy and 1st PEG assist. Work based competencies are also available for Registered Nurses and Trainee Clinical Associate Practitioner.

Daily Routine

Handover - The start of a shift begins with 'handover' or 'report' of patient information, this promotes continuity of care and allows staff to review and plan care.

Referral Criteria/ Admission methods

Patients are admitted to via a number of different routes: booked admission after attending an outpatient's clinic/GP Surgery, in patient route from various wards in the Trust or transferred from another hospital (specialized procedures like ERCP/EUS)

Teaching Opportunities

Variety of clinical skills
In house specialized training
Regular Teaching Sessions where all staff participate

Policies & Procedures

You will need to access and read the following policies as part of your induction; they are located on the Hospital Intranet.
Fire, Health and Safety, Medicine Management, Minimal Handling, Infection Control
Confidentiality, Missing Patient, Falls

Other information that will be given on Day 1 of placement
Local Induction Checklist

Suggested pre placement reading

Any Endoscopy or gastroenterology related text books

Learning Resources:

Access to Trust intranet and internet is available on the Ward.
Hospital Library is on site.