

Student Standards, including confidentiality and information governance, mandatory learning, dress code and Occupational health

Good medical practice, professionalism, confidentiality and information governance

Students sign an annual confidentiality and good medical practice statement which is [available here](#). It is advised that you go through the statement with students at induction. This includes links to [GMC Good Medical Practice for medical students](#) and The University of Bristol MBChB Rules and Policies which the students can access via SharePoint. You may have your own practice policies or forms which you prefer to use instead, or you may wish to adapt this one.

The form includes information about confidentiality of patient records and patient data, and anonymising notes. It is clear that students should not, under any circumstances, copy or capture PID, in any form. It describes the need to ensure and document explicit consent from a patient if you disclose identifiable information about them e.g. in assessments.

All students are required to complete the mandatory eLFH (e-Learning for Health) module 'Data Security Awareness Level 1'. This is an annual requirement for all NHS staff. Please see below for further information on all student mandatory learning.

Occupational Health and Vaccinations

- It is the student's professional responsibility to ensure that vaccinations e.g. Hep B are up to date and if they are not, the student should contact Occupational Health
- Flu vaccines are usually administered by the academics
- If students have an SSP (Student support plan, we will inform you via email and let you know of any additional needs and any recommended adjustments for their clinical placement
- It is the responsibility of the student to report any change in their health circumstance to the University Occupational Health

University of Bristol policy for dress code in clinical areas

All students will be provided with grey University of Bristol scrubs which they may choose to wear during the placement. Students will be given one set of scrubs in Year 1, one set of scrubs in Year 2, and a further set of scrubs in year 3. Scrubs ensure students are easily identifiable as Bristol medical students, decrease the need to buy smart clothes for clinical placements and help with student financial hardship. If students are wearing scrubs during travel, they should only travel directly to their GP placement and cover their scrubs and identity badges whilst in transit.

There is a detailed Medical School dress code policy which includes guidance for alternative smart-causal clothing for clinical placements if students or GP practices prefer this, or if the scrubs have not yet been distributed. These documents are not accessible to GP teachers so please contact PHC if you have any questions or concerns regarding dress code, and we can advise accordingly. However, we wanted to highlight the following from the University 'dress code for clinical areas' policy:

- Wear shoes which are smart, neat, clean and comfortable. Shoes should ideally have closed toes and soft soles. In a change to previous policy, clean **trainers** are now regarded as acceptable footwear
- All students may wear smart knee length **shorts** during periods of warm weather or where appropriate for medical reasons. These must be plain.
- **Jewellery/adornments** that can be worn include
 - Medical alert jewellery
 - One plain symbolic band ring

- One plain bracelet e.g. Kautuka (religious thread worn on the wrist by Hindus) or Kara (plain steel or iron bangle worn by Sikhs) for religious reasons provided this is washable
- **Head covers** for religious (e.g. hijab, turban, kippah, headscarf) or medical reasons (e.g. alopecia, chemotherapy treatment etc.) are acceptable
- **Niqab** (facial covering) worn for religious reasons. Students are expected to remove their niqab on placement to ensure that they are identifiable, and ensure communication is effective with patients, members of the public and/or colleagues

We understand that individual GP Practices may have their own dress code policy which may be different to the Medical School one. In this case the GP Practice dress code would take priority, but please do inform your students of the details of your dress code before the placement starts and invite them to ask you if they have any questions.

Student mandatory training

The following table details all e-Learning for Health that students are required to complete over the course of their studies. Some modules require updating each year (annually) whereas others are every 2 or 3 years. It is their responsibility to keep up to date with all the required e-learning (as per the expectation of all healthcare workers.)

An **a** or **b** indicates that a student should have an up-to-date module in that year of study, for the whole year of study.

a = before 2nd GP placement in Foundations of Medicine (year 1 only)

b = must have a valid certificate for entire academic year

Students are made aware that if e-learning expires mid-year they will need to refresh by completing the module again. They are also told that failure to complete modules may mean that they are not permitted to attend GP placements, or that academies may refuse you entry onto Trust premises.

e-Learning	Has to be updated	Required by	Programme	Y1	Y2	Y3	Y4	Y5
Safeguarding Children - Level 1	Every 3 years	All	Statutory and Mandatory Training	a	b	b	b	b
Safeguarding Children - Level 2	Every 3 years	All	Statutory and Mandatory Training	a	b	b	b	b
Data Security Awareness - Level 1	Annually	All	Statutory and Mandatory Training	a	b	b	b	b
Safeguarding Adults - Level 1	Every 3 years	All	Statutory and Mandatory Training	a	b	b	b	b
Equality and Diversity and Human Rights - Level 1	Every 3 years	All	Statutory and Mandatory Training	a	b	b	b	b
Fire Safety - Level 1	Annually	All	Statutory and Mandatory Training	a	b	b	b	b

e-Learning	Has to be updated	Required by	Programme	Y1	Y2	Y3	Y4	Y5
Health, Safety and Welfare - Level 1	Every 3 years	All	Statutory and Mandatory Training	a	b	b	b	b
Infection Prevention and Control - Level 1	Every 2 years	All	Statutory and Mandatory Training	a	b	b	b	b
Infection Prevention and Control - Level 2	Every 2 years	All	Statutory and Mandatory Training	a	b	b	b	b
Moving and Handling - Level 1	Every 2 years	All	Statutory and Mandatory Training	a	b	b	b	b
Mental Capacity Act and Adult Safeguarding	Every 3 years	All	Mental Capacity Act	n/a	b	b	b	b
Resuscitation Adults - Level 2	Every 2 years	All	Statutory and Mandatory Training	n/a	b	b	b	b
01_07 Chaperones and Consent	Once only	All	Approach to Patient module of the Sexual Health & HIV	n/a	n/a	b	b	b
An Introduction to Anaphylaxis	Once only	All	Anaphylaxis	n/a	n/a	b	b	b
Recognising and Managing Anaphylaxis	Once only	All	Anaphylaxis	n/a	n/a	n/a	b	b
Resuscitation Paediatric - Level 2	Every 2 years	All	Statutory and Mandatory Training	n/a	n/a	n/a	b	b
Dementia awareness	Every 3 years	Taunton/Yeovil, South Bristol	Introduction to living with dementia module of the Dementia (DEM)	n/a	b	b	b	b
Preventing Radicalisation - Basic Prevent Awareness	Every 3 years	Taunton/Yeovil, South Bristol, Swindon	Statutory and Mandatory Training	n/a	b	b	b	b
Preventing Radicalisation - Awareness of Prevent (Level 3)	Every 3 years	Taunton/Yeovil	Statutory and Mandatory Training	n/a	b	b	b	b
NHS conflict resolution - level 1	Every 3 years	Taunton/Yeovil, Swindon, Bath	Statutory and Mandatory Training	n/a	b	b	b	b

e-Learning	Has to be updated	Required by	Programme	Y1	Y2	Y3	Y4	Y5
Safeguarding Adults - Level 2	Every 2 years	Swindon	Statutory and Mandatory Training	n/a	b	b	b	b
Recommended Summary Plan for Emergency Care and Treatment (ReSPECT)	Every 3 years	Bath	Recommended Summary Plan for Emergency Care and Treatment (ReSPECT)	n/a	b	b	b	b
Speak Up - Core Training for all Workers	Once only	Bath	Freedom to Speak up in Healthcare in England training	n/a	b	b	b	b
The Oliver McGowan Mandatory Training on Learning Disability and Autism	tbc	Taunton/Yeovil	Oliver McGowan Mandatory Training on Learning Disability and Autism	tbc	tbc	tbc	tbc	tbc