



Nursing Practice Development Unit
 Our Lady's Children's Hospital, Crumlin, Dublin 12
 TELEPHONE Direct dial: **+353 1 4282707/4282693** FAX: **+353 1 4558873**
Telephone Hospital: + 353 1 4096100

Guidelines for Specialist Paediatric Placement BSc Nursing (Child/Gen)

Welcome to Our Lady's Children's Hospital, Crumlin (OLCHC). We hope that you enjoy your placement with us. These guidelines are to support seconded students during their paediatric specialist placement at OLCHC.

Contacts

		Direct Dial	Through Switch
Allocations Liaison Officer (ALO)	Janet Coldrick	01-4096373	Bleep 8595
Clinical Placement Co-Ordinator (CPC)	Elaine Harris	01-4282707	Bleep 8598
Clinical Placement Co-Ordinator (CPC)	Naomi Bartley	01-4282707	Bleep 8597
HDNS Course Co-Ordinator	Carmel Gallagher	01-4096373	Bleep 8599
Practice Development Co-ordinator (NPDC)	Carol Hilliard /Fionnuala O Neill	01-4282284 01-4092284 01-4096637	Bleep 8648 Bleep 8638

Sunday Night

- Collect keys for rooms in Nurses Home on Sunday from Site Manager, in Nursing Administration. It would be helpful if 1 person could collect all keys before 19.00. Ask directions from Reception Desk.
- Accommodation is self-catering with kitchen facilities. It is advisable to bring your own cutlery and crockery as they are in short supply. Towels are not supplied.
- For any queries regarding accommodation, contact Reception Desk in the Nurses' Home and leave a voice message Monday to Friday, on 4096370 or email. nurses.home@olchc.ie
- Please take good care of your room key and return it to the Reception Desk in the Nurse's home before returning to Cork

1st Day

- Orientation commences at 9.00 on the first morning, in the Centre for Children's Nurse Education. You will be introduced to your clinical area during the orientation programme and will most likely be rostered for duty following orientation.

Hours of Duty

- All off duty is at the discretion of the Clinical Nurse Manager (CNM)
- 33 hours per week. Rostered from Monday-Friday **ONLY**.
- All students will be rostered in PICU for 1 shift

Hours of Duty (2 week placement) Ward Areas	Meal Breaks
6 shifts (3 per week) = 07.30-19.45	Lunch = 40 minutes Tea = 30 minutes

Attendance Record

- Each student has responsibility to ensure the attendance record is signed daily by preceptor/CNM.
- MRSA log book must be up to date and ready for inspection on your 1st day.



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Sick Leave

- If you are unfit for duty, it is essential that you contact the relevant Ward/Department directly. It is also essential that you contact your parent hospital/third level institution immediately.
- Please refer to attached list of Ward/Department phone numbers
- Failure to notify relevant ward of return to work will result in additional/cumulative hours of sick leave.

Specific Requests

- If leave is required for a particular reason, this must be arranged with your parent hospital/Third level institution. OLCHC must be notified and advised of this arrangement in advance.

Parking

The public car park has an hourly/ daily charge and can be expensive. OLCHC has excellent public transport links including bus and Luas –The nearest Luas Station is Drimnagh. See transport notice board in main Reception Area.

Uniform

Bring uniform in on 1st day as clinical placements may start following the orientation programme. Students must comply with local uniform guidelines while on placement in OLCHC. Please refer to uniform guidelines available in all clinical areas. Specific points:

- Long hair must be tied up neatly
- No wristwatches, rings or jewellery (except plain wedding bands or gold/silver ear studs) are permitted
- No travelling home in your uniform at the end of the shift
- Shoes should be dark, low heeled with non-slip rubber sole. Material should be leather type so that they are cleanable.

Security/Safety

- Many entrances may only be used with an OLCHC swipe card. These are not issued to you for short placements. Enter the hospital by the main entrance. Some doors may be locked, if so, contact the security department on Bleep: - 8700.
- Please maintain an awareness of security at all times for the safety of our children and colleagues.
- You are strongly advised to not bring valuables to OLCHC.
- It is your responsibility to locate and be familiar with:
 - Local fire policy
 - Major disaster plan
 - Emergency trolley and other emergency equipment in your area. **Emergency number: 2222.**

Support

- If you have any concerns during your placement, please contact your base CPC / Link lecturer

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Direct Dial Phone Numbers

Main Hospital	01 4096100	Description
St Annes	01 4096521 / 01 4096522	Burns, Plastics, ENT, Medical Conditions, Behavioural/psychiatric disorders, Airway management, Respiratory
Nazareth	01 4096524 / 01 4096558	Neonatology, General Medical/Surgical, Medical and Surgical (GI, Hepatology, Respiratory, Dermatology, ENT)
Children's Heart Centre (CHC)	01 4096473 / 01 4096555	Cardiology, Cardiothoracic
	01 4096471 / 01 4096554	
St Peter's	01 4096468 / 01 4096553	Neonatology, General medical/surgical, Medical and Surgical (GI, Hepatology, Respiratory, ENT)
Our Lady's	01 4096475 / 01 4096556	General Medical/Surgical, Medical and Surgical, GI, Behavioural/psychiatric disorders
St Michael's	01 4096405 / 01 4096543	Respiratory, Endocrine, Haematology Behavioural/psychiatric disorders Gastro-enterology, Infectious Diseases, Haemoglobinopathy, Neurology
St John's	01 4096660/ 01 4096654	Oncology, Haematology, BMT
Surgical Day Unit	01 4092601 / 01 4092600	General surgical, Orthopaedic Gastro-enterology , Plastics, oncology, dental, genito-urinary, c/o complex needs eg diabetes, sickle cell, autism
Medical Day Unit	01 4096525 / 01 4096818	Medical Conditions, ENT, Cardiology, Diagnostic Investigations, Gastro-enterology, Neonatology, Infectious Diseases, oncology, rheumatology, renal
Nephro-Urology	01 4096948 / 01 4096974	Nephro-urology,
St Josephs	01 4096409/6545	Orthopaedic

Uniform Colour Code

Emerald Green	CNM 1&2
Dark Blue	Staff Nurses
White with Red trim	Clinical Nurse Facilitators
Pink with Navy trim	Clinical Nurse Specialists
Light Blue with Navy trim	Clinical Placement Coordinator
White with Blue trim	Undergraduate and post-registration nursing students
Red	Dieticians
Yellow Tee Shirts	Play Specialists
Lilac	Health Care Assistants
Light Green	Household staff
Novelty Tunics	St Anne's, Emergency Department & IV team nurses
Navy Scrubs	ICU Nurses
Wine Scrubs	Radiology Nurses
Green scrubs	Theatre/ Recovery Nurses