



## Continuity of Care Experience at Ashford Hospital in 2021

Dear Midwifery Student,

I have been advised that you will be undertaking a Continuity of Care Experience at Ashford Hospital. I am sure you are a little nervous about this but please be assured that we will endeavour to make this experience a rewarding and educational one for you.

Prior to attending your COCE you are required to undertake a Hospital Orientation. This year there will be a number of Hospital Orientation Days held throughout the year. On the day of your Hospital Orientation please present at 0800 to the area where the orientation is scheduled to be held (see details below).

All of your required evidence and other documentation will be checked and completed during this orientation. The orientation day usually is completed by 1600 but if all of your orientation & documentation checks are completed before this time you will be able to leave earlier.

**Ashford Hospital Orientation Sessions for  
Nursing / Midwifery Students**

**0800 – 1600**  
**February 22nd**  
**March 22nd**  
**April 19th**  
**May 17th**  
**June 21st**  
**July 19th**  
**August 16th**  
**September 13th**  
**October 11th**  
**November 22nd**

**Ashford Warehouse**, is directly across the road from Ashford Hospital Main Reception.

Please note that the orientation session for Midwifery COCE students and will finish by approx. lunch time and the student is not expected to stay for the full day.

**DO NOT park in the multi-story car park until you have obtained a permit or you will be charged the full day's casual**

On the day of your COCE please present to Ashford Hospital Main Reception and ask the reception staff to contact the Hospital Coordinator for you. You will be required to inform the Hospital Coordinator of your presence in the hospital prior to proceeding to Labour Ward. On your arrival in Labour Ward you will need to then speak with the senior nurse on the shift to discuss your involvement with the patient and to have your ID and the completion of your orientation confirmed. If you have not undertaken an orientation session, with all of your documentation confirmed, then you will not be allowed to undertake your COCE. If you are coming in between 2230 and 0700 please ensure that the Hospital Co-ordinator has been informed (by yourself via phone or by the senior ward nurse if they have rung, you) so that you will be allowed into the hospital after hours. To enter the hospital between 2230 and 0700 you will need to enter via the main entrance, identifying yourself to reception staff via the intercom which is located on the outside wall by the Main Reception doors. Upon completion of your time at Ashford please let the Hospital Co-ordinator know you are leaving, for safety reasons.

You will need to wear your student uniform, closed duty shoes and your identification name badge. Car parking is available at the hospital multi story car park at a cost of up to approx. \$30.00 per day. If parking in the street please be mindful of the local parking restrictions. If you are walking to the car park between 2330 & 0530 you may request the Security Officer to escort you back to the car park. This may be requested via the Reception Desk. The availability of the Security Officer during this time will depend on workload and circumstances.

Please bring proof of the following Mandatory Requirements (both original document & a copy for our records) to your Hospital Orientation session.

- Student Nursing Registration or Student Card
- DCSI / Police Clearance – Working with Children. Vulnerable People, Aged care (no copy required but the senior nurse on shift does need to site the original)
- Drug Calculation Test 100% Pass Grade
- BLS Training
- Immunisation Serology evidence or evidence of the vaccinations (details of vaccination requirements are in the orientation document included in the Student Information Pack)
- Hand Hygiene Australia eLearning
- Bloodsafe eLearning

You will not be able to undertake this clinical experience if any of the required evidence is missing.

Also you will need to print off, fill in and bring with you the following documents:

- ACHA Privacy Agreement
- Hospital Orientation Checklist
- WHS Induction Checklist
- Student Details Form
- Evidence of attendance of COCE at Ashford Hospital

Regards,

*Roselyn Brown*

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