

My Nursing e-Portfolio

By Alanna McCarthy

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All about me

I'm currently a student in uwtsd studying nursing studies and health at level 4. before completing this course I completed a QCF level 2 in my current placement glasfryn nursing home, prior to that I completed a BTEC Diploma in health and social care level 3. I have always have the ambition to become a nurse since leaving school this is why I have studied hard and develop my skills over the past 5 years. while in college I took part in three different placements two of which were in nursing homes one of which was in a childrens nursery, this is when I decided that I wanted to study adult nursing. After completing the two year college course I started working in Glasfryn Nursing Home approximately a month later I then started my QCF and took part in many different training programs including manual handling infection control and Dementia awareness. Since working in glasfryn nursing home I have developed many skills such as communication skills how to communicate effectively, how to work as part of a team or individually, the need for care and compassion and why dignity confidentiality and respect are so important when working with vulnerable service users. I also believe that I have grown in a person for example my confidence has been greatly affected in a positive way I believe this is from speaking to service users families and team members on a daily basis. after completing my QCF level 2 I decided not to go on to do the level 3 QCF but to apply for University and to study nursing studies and health level 4. were completing this qualification I have again extended my skills and qualities I have learnt many things such as how to reference how to write reports and how to read and critique research papers. I have also gained experience in the interview process which helped me massively on the day of my interview in Swansea University for nursing which I was successful in and have been offered a conditional place.

Evidence

Here I will include within my nursing ePortfolio evidence of all training that I have taken part in while being with my current employment in Glasfryn nursing home. I will also provide evidence of my qualifications that I have obtained including GCSEs, BTEC diploma and QCF qualifications.





Pearson
BTEC Level 3
Extended Diploma

in HEALTH AND SOCIAL CARE (QCF)
WITH THE TRIPLE GRADE DISTINCTION DISTINCTION MERIT
is awarded to
ALANNA JADE MCCARTHY
who has completed an approved programme at
COLEG SIR GAR

AWARDED : JULY 2016

THIS DOCUMENT CONSISTS OF MORE THAN ONE PAGE

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S Hague

Sharon Hague
Responsible Officer
Pearson Education Ltd

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Ofqual

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ALWAYS LEARNING

PEARSON



TYSTYSGRIF GYFFREDINOL ADDYSG UWCHRADD
GENERAL CERTIFICATE OF SECONDARY EDUCATION

Arholiad Mehefin 2014 June Examination

*Hyn sydd i dystio bod
This is to certify that*

ALANNA JADE MCCARTHY

BRYNGWYN SCHOOL, LLANELLI

*wedi cyrraedd y safonau a nodir yn y pynciau a ganlyn:
obtained the seven results shown in the following subjects:*

500/7407/6 CYMRAEG AIL IAITH CYMHWYSOL	WELSH SECOND LANGUAGE APPLIED	A(a)
600/5577/7 ARLWYO	CATERING	B(b)
600/5567/4 LLENYDDIAETH SAESNEG	ENGLISH LITERATURE	C(c)
600/5566/2 FFRANGEG	FRENCH	C(c)
600/5570/4 ECON. Y CARTREF (DATB. PLENTYN)	HOME ECON. (CHILD DEVELOPMENT)	C(c)
600/7095/X SAESNEG IAITH	ENGLISH LANGUAGE	C(c)
600/5647/2 DAEARYDDIAETH	GEOGRAPHY	D(d)

J. Magill

J. Magill
CADEIRYDD, CBAC
CHAIR, WJEC

N. Foden

N. Foden
CADEIRYDD, Pwyllgor Arholiadau
CHAIR, Examinations Committee

G. E. Pierce

G. E. Pierce
PRIF WEITHREDWR, CBAC
CHIEF EXECUTIVE, WJEC





This is to certify that:

Alanna McCarthy

*Has successfully completed a programme
of training and a course assessment:*

**Basic Life Support
(First Aid)**

For empowered training consultancy:

Date awarded: 4th October 2016

Certificate number: 0920160410

 www.empoweredtrainingwales.com

 info@empoweredtrainingwales.com



This is to certify that:

Alanna McCarthy

*Has successfully completed a programme
of training and a course assessment:*

**1 Day - All Wales Manual
Handling Passport**

For empowered training consultancy:

Date awarded:

20th September 2016

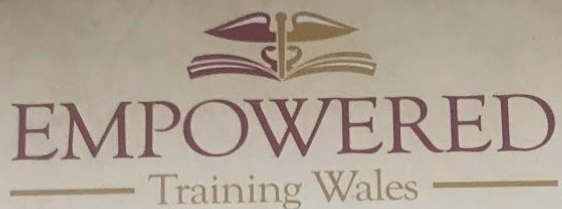
Valid for 2 Years

Certificate number:

0720162009

www.empoweredtrainingwales.com

info@empoweredtrainingwales.com



This is to certify that:

Alanna McCarthy

*Has successfully completed a programme
of training and a course assessment:*

Infection Control

For empowered training consultancy:

A handwritten signature in dark ink, appearing to be 'Alanna McCarthy', is written over a horizontal line.

Date awarded: 4th October 2016

Certificate number: 0620161004



www.empoweredtrainingwales.com

✉ info@empoweredtrainingwales.com



This is to certify that:

Alanna McCarthy

*Has successfully completed a programme
of training and a course assessment:*

Dementia Awareness

For empowered training consultancy:

A handwritten signature in dark ink, appearing to be "A. McCarthy", is written over a horizontal line.

Date awarded:

25th October 2016

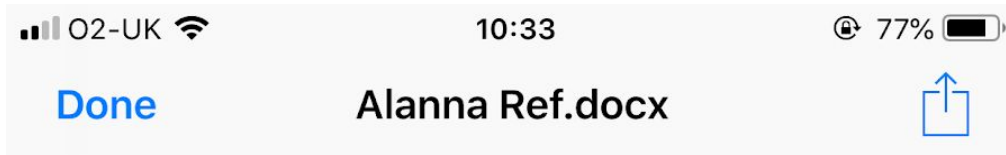
Certificate number:

0520162510



www.empoweredtrainingwales.com

✉ info@empoweredtrainingwales.com



To Whom May Concern

I have worked with Miss Alanna McCarthy for
Approximately 3 years, she has always been very dedicated to
her role as Healthcare Assistant, and always show compassion
towards our service users and their families and friends. She is
very much liked by all service users and staff and works
extremely well within a team and is very competent to work
on her own initiative also. I believe she will make an
exceptional nurse as she naturally has the care qualities
needed.

Yours Sincerely

Samantha Rees

Here shows evidence of a simple character reference form a senior member of staff from my current employment which is Glasfryn Nursing Home. I believe that this reference identifies my skills and qualities that the individual has noticed about me in the time that i have been employed in Glasfryn. It also shows the potential that others believe I have in becoming a nurse within the future.

Action plan for progression

The three goals that I have recently set myself are to begin university to study adult nursing, to become more organised when it comes to completing assignments and meeting deadlines and to apply to work as bank in the hospital setting. While planning my progression I have used the S.M.A.R.T technique, which stands for specific, measurable, attainable, relevant and timely. My goals are specific to my future in my nursing career, to be successful and progress from where I am now I applied for Swansea University Carmarthen campus to study adult nursing and successfully had an interview and have been given a condition offer to start studying in September. Evidence of this is given on Page FINISH. To complete a degree in nursing and to become a nurse it is essential to be organised, this is the reason why I have made it my goal. I also have made it my goal to apply for a job in the hospital as I believe it will allow me to progress my skills and knowledge which will benefit my education and future.

Curriculum Vitae

Alanna Jade McCarthy
10 clos Y Deri
Dafen
Llanelli
Carmarthenshire
SA148QZ

Personal Profile

I am a hardworking individual who is passionate about helping others. I work well individual and as part of a team. I've had experience working in two nursing homes and one children's nursery. Within these roles I have developed many skills and qualities such as communication working alongside people that I may not know and also working independently. I've experience many challenging situations which is made me more confident and allowed me to be reliable.

Employment

My first job was in PlayKing which is a children soft play centre. Within this job I was responsible for a number of different roles including being a party hoist, serving on the tills and working on reception. My job entailed handling money, interacting and communicating with customers, children and colleagues. My second job is where i currently work in Glasfryn nursing home. I have been employed here for approximately three years. I have taken part in a wide range of training programmes such as infection control, dementia awareness, fire and safety which has allowed my knowledge and skills to expand. I also completed two placements while in college one in a residential home and one in a childrens nursery.

Education

I attended Bryngwyn Comprehensive School where i obtained my GCSEs, which resulted in the following:

- Maths-C
- English-C
- Welsh-A
- Science (BTEC)-Pass
- Catering-B
- Child development- C
- French-C

I then attended Coleg Sir Gar to study Health and Social Care which was an extended diploma at level 3. I achieved a triple distinction distinction merit. I then completed a QCT in Social Care (Adults) where I achieved a Leveeeeeeeel 2 Foundation Apprenticeship. I am currently studying Nursing Studies and Health in UWTSD at level 4.

Hobbies and Interests

I extremely enjoy exercising and going to the gym with friends. I enjoy socialising and meeting up with colleagues and friends on my days off work.

References are available on request.

Personal Statement

Here is evidence my personal statement that I used to apply for university:

I currently work in Glasfryn residential and nursing home where I have been a care assistant for over two years. I am also working towards my level 4 certificate in nursing and health studies in University of Wales Trinity Saint David.

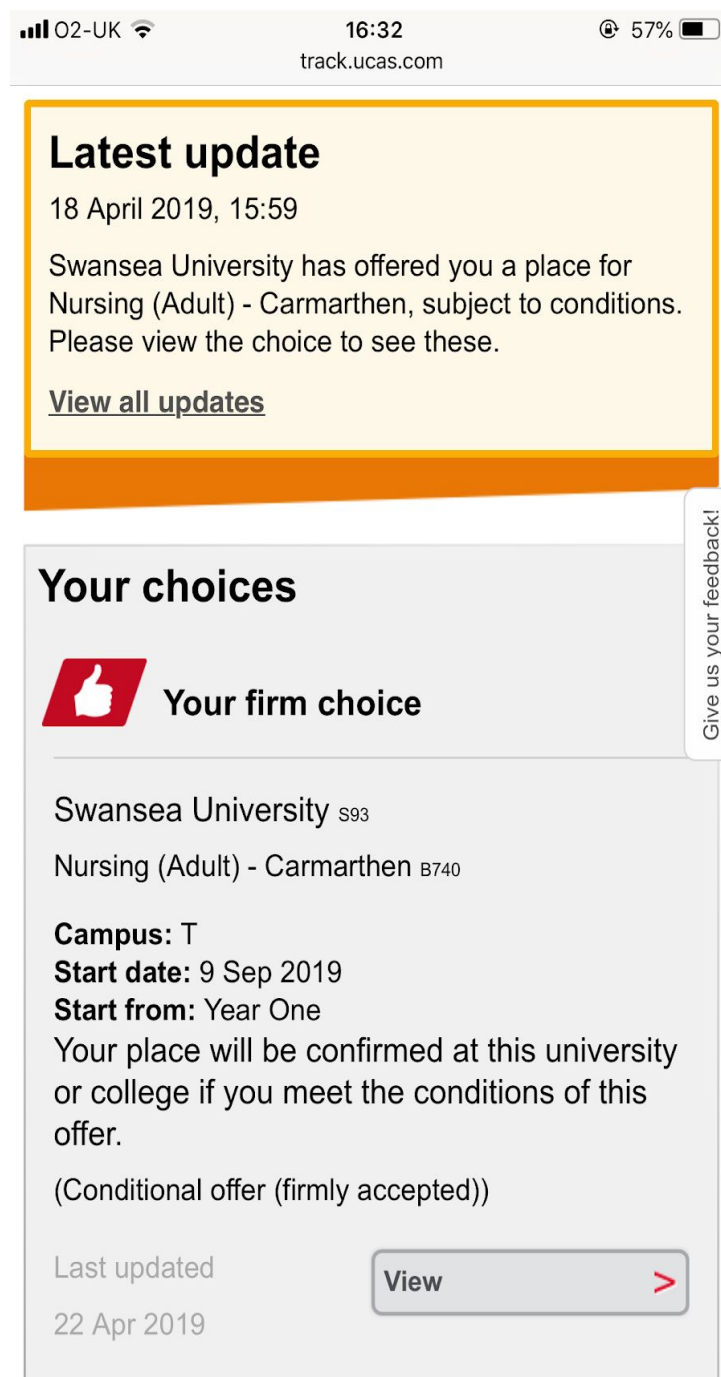
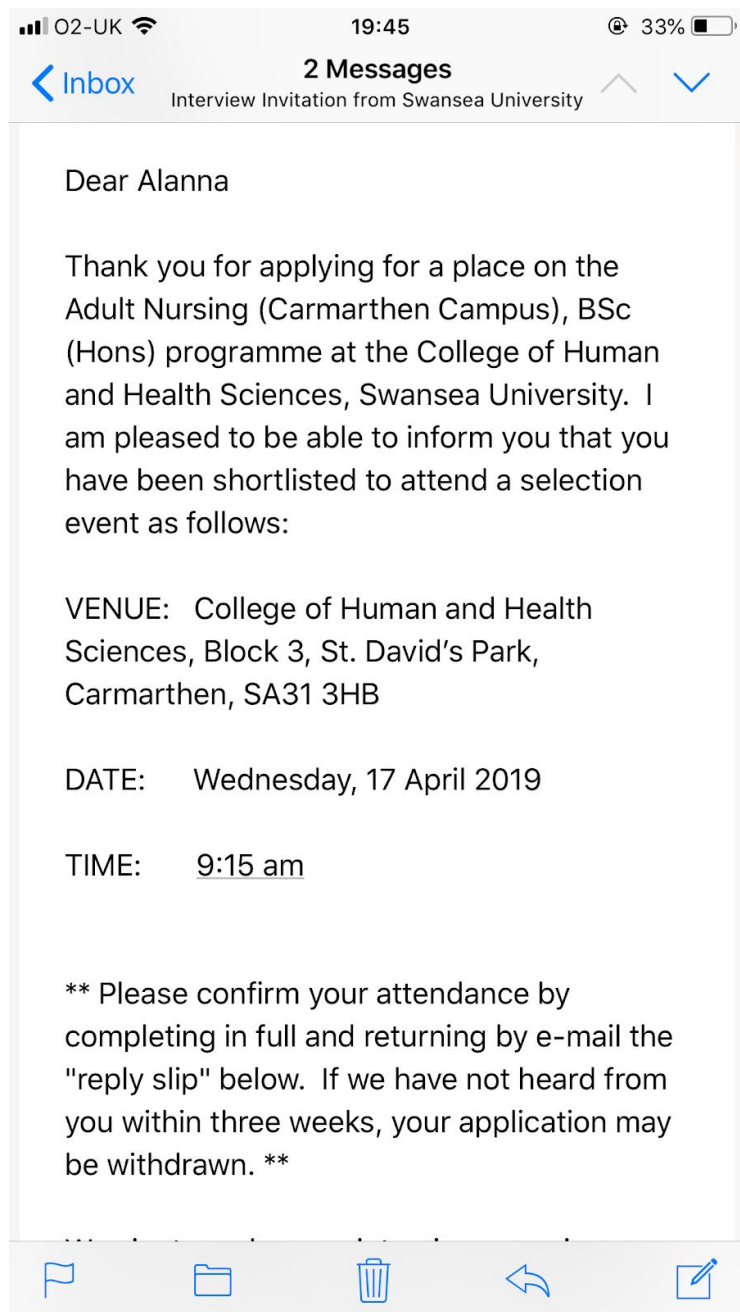
Within my time in Glasfryn I have gained an extreme amount of confidence and clinical skills. These clinical skills include communication, critical thinking, compassion, time management, cultural competence, attention to detail and professionalism. I have a thorough understanding of the importance of the clinical skills and ensure they all have an effect on the way I work. I am comfortable and confident to work independently or as part of a team and have experience with working in both situations. I believe I am a great communicator and am very easy to get along with as I am told by my colleagues. I find it easy and have no problems in forming relationships. Within my role it is essential that my listening and communication skills are at a high standard as I am continuously communicating with nurses, service users, colleagues and family members. I also use my own initiative to make effective decisions in all situations. I take pleasure in developing my skills and learning how to provide services users with the highest quality of care. I understand that promoting an individuals dignity and respect is crucial while encouraging them to be as independent as possible.

I first began my journey of wanting to become a nurse 4 years ago. Since this point I have successfully completed a level 2 QCF in health and social care which was specialised for adults, this qualification was obtained in Gower college Swansea. I also attended Graig college campus to complete health and social care level 3 extended diploma resulting in a double distinction merit qualification. In glasfryn I have completed many courses and training programmes which include first aid, manual handling, infection control, dementia awareness, person centred approach, fire safety, safeguarding and COSHH awareness.

I am comfortable working long hours as I often work twelve hour shifts, I believe that my stamina is high to be able to complete the challenges of the working day maintaining high energy and full concentration. I am also very adaptable as my job entails working various shift patterns. I have worked mornings, afternoons and night shifts within Glasfryn. Sometimes due to staff shortages extra hours become available which I am always very keen to cover. Within Glasfryn I have experienced looking after service users with a range of illness' and needs, this has increased my knowledge and allowed my confidence to grow. I have also cared for many residents at the end of their lives.

I have often been told by family members and services users within Glasfryn that I am a bubbly character and am extremely approachable. I am very passionate about my roles and responsibilities within the job and always put all my effort into my work.

Here is evidence of my application for university to study adult nursing and evidence of the condition offer that I received.



Evidence of placement hours



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Y Drindod Dewi Sant
University of Wales
Trinity Saint David

APPENDIX PL1F

STUDENT PLACEMENT INDUCTION CHECKLIST

Student Name:	Alanna Jade McCarthy
Name of Placement Provider organisation:	Glasfryn Nursing and residential Home
Placement Site Address:	106 Felinfoel Road, Llanelli SA15 3JS.

As a minimum, the topics listed below should be included within the induction that you provide for the student on placement, preferably on their first day. Please check off the subjects as they are covered.

Health & Safety Issues	No	Yes	Date
1. Introduction to key staff members and their roles explained		✓	
2. Location of welfare facilities (e.g. toilets, kitchen, rest room, showers, etc.)		✓	
3. Emergency procedures		✓	
4. Copy of safety policy received or location known		✓	
5. Location of first aid facilities and contact for first aiders		✓	
6. Fire procedures and location of fire-fighting equipment		✓	
7. Accident/incident reporting and location of accident book		✓	
8. Use/control measures for hazardous substances in the workplace (e.g. COSHH) – if applicable		✓	
9. Display Screen Equipment Regulations and associated procedures – if applicable		✓	
10. Manual handling procedures – if applicable		✓	
11. Protective clothing/equipment arrangements – if applicable		✓	
12. Instruction on equipment you will be using (list equipment)		✓	
13. Specific training for tasks to be undertaken		✓	
14. Specific information relating to risk assessments covering tasks to be undertaken		✓	
15. Location of health and safety information and advice		✓	
16. Specific disability related induction issues		✓	
17. Other issues covered/to be covered please state:			

PLACEMENT PROVIDER CONFIRMATION

I confirm that the student has been provided with the induction specified above:

Signed:			
Print Name:	Mary Roberts		
Position:	Home manager	Date:	21-3-19

STUDENT PLACEMENT INDUCTION CHECKLIST

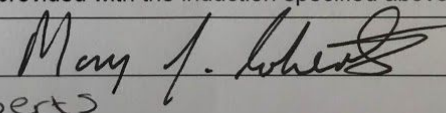
Student Name:	Alanna Jade McCarthy
Name of Placement Provider organisation:	Glasfryn Nursing and residential Home
Placement Site Address:	106 Felinfoel Road, Llanelli SA15 3JS.

As a minimum, the topics listed below should be included within the induction that you provide for the student on placement, preferably on their first day. Please check off the subjects as they are covered.

Health & Safety Issues	No	Yes	Date
1. Introduction to key staff members and their roles explained		✓	
2. Location of welfare facilities (e.g. toilets, kitchen, rest room, showers, etc.)		✓	
3. Emergency procedures		✓	
4. Copy of safety policy received or location known		✓	
5. Location of first aid facilities and contact for first aiders		✓	
6. Fire procedures and location of fire-fighting equipment		✓	
7. Accident/incident reporting and location of accident book		✓	
8. Use/control measures for hazardous substances in the workplace (e.g. COSHH) – if applicable		✓	
9. Display Screen Equipment Regulations and associated procedures – if applicable		✓	
10. Manual handling procedures – if applicable		✓	
11. Protective clothing/equipment arrangements – if applicable		✓	
12. Instruction on equipment you will be using (list equipment)		✓	
13. Specific training for tasks to be undertaken		✓	
14. Specific information relating to risk assessments covering tasks to be undertaken		✓	
15. Location of health and safety information and advice		✓	
16. Specific disability related induction issues		✓	
17. Other issues covered/to be covered please state:			

PLACEMENT PROVIDER CONFIRMATION

I confirm that the student has been provided with the induction specified above:

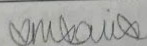
Signed:				X
Print Name:	Mary Roberts			
Position:	Home manager	Date:	21-3-19	

PLACEMENT RISK ASSESSMENT

Placement Provider	Student (or student group if risk factors the same)	Start Date	End Date
Company: <u>Glasfryn</u> Location: <u>Llanelli</u>	<u>Alanna McCarthy</u>		
General Control Measures	Yes / No	Actions Necessary?	Action Completed
Has the student received sufficient briefing?	<u>Yes / No</u>		
Has the student submitted a signed PL1C Student Placement Agreement?	<u>Yes / No</u>		
Has the placement provider returned a signed PL1A Placement Provider Agreement and PV1B Health and Safety Questionnaire?	<u>Yes / No</u>		
Has this provider been used before and been reviewed?	<u>Yes / No</u>		
If yes, do any concerns remain unresolved?	<u>Yes / No</u>		
Risk Profiling & Further Actions Required	Risk Profile High, Med, Low	Actions Necessary?	Action Completed
Individual Student Factors - Skills, abilities, pre-existing medical conditions, disability, etc.	<u>Low</u>		
Work Factors - Risks associated with student's expected work activities.	<u>Low</u>		
Location and/or Region - Crime, civil disorder, remote working, etc.	<u>Low</u>		
Insurance limitations - Provider has adequate insurance in place to cover student on placement.	<u>Low</u>		
General / Environmental Health Factors - Very hot or cold working conditions, inoculations required, etc	<u>Low</u>		
Travel & Transportation - Commuting to/from work & driving for work purposes.	<u>Low</u>		
Safeguarding - Work with children or vulnerable adults.	<u>Low</u>		
Conclusion	Yes / No	Action Necessary?	Action Completed
Is a site safety visit required before placement is approved?	<u>Yes / No</u>		
Are risks acceptable / tolerable such that the placement can be approved?	<u>Yes / No</u>		

PLACEMENT APPROVAL

I approve this placement.

Signed:			
Name in block capitals:	TANIA DAVIES		
Position:	PROGRAMME DIRECTOR	Date:	

STUDENT PLACEMENT AGREEMENT

STUDENT CONTACT INFORMATION

Student Name:	Alanna McCarthy	Student number:	180
Mobile Telephone:	07525 701265		
University e-mail:			
Personal e-mail:	alanna.jade279@gmail.com		
Emergency contact and relationship:	Mother - 07828013096	Tel:	

CONFIDENTIAL STUDENT HEALTH INFORMATION:

	YES	NO
1. Do you currently have or have you previously had any form of asthma; diabetes; epilepsy; heart disease; nervous or mental illness; rheumatic fever; stroke; tuberculosis?		✓
2. Do you currently have or have you previously had any other form of serious illness or operation that may affect your or others health and safety whilst on placement?		✓
3. Are you currently receiving medical treatment and/or medication?		✓
4. Are you visually impaired/blind?		✓
5. Are you hard of hearing/deaf?		✓
6. Disability - 'a physical or mental impairment, which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day duties'.		✓
Do you consider yourself to have a disability as defined in the Single Equality Act 2010?		
If the answer to any of the questions above is "yes", please give further details as to the nature of your circumstances. Please include dates.		
Name, address and contact details of your doctor (for emergency use): Hlangenean Surgery Llanelli. Park lane 01554 820287.		

To protect your health and safety it is imperative that you notify us of any disability or condition that may impact upon health and safety during work placement. If you fail to disclose this it may place you at a disadvantage and impact upon your own health and safety.

APPENDIX PL1C

PLACEMENT PROVIDER CONTACT INFORMATION

Name of organisation:	UWTSD
Placement Site Address:	SBC, HIGH STREET SA1 1NE
Workplace Supervisor (or provider contact) Name:	TANIA DAVIES
Workplace Supervisor (or contact) Position:	PROGRAMME DIRECTOR
Telephone:	01792 481196
E-mail:	Tania.davies@uwtسد.ac.uk

PLACEMENT DETAILS

Start Date:	JULY 16	End date:	/		
Duration of Placement:		Normal Working Hours:	30 per week		
Outline of Placement Activity/Duties:	carer.				
Outline of Placement learning/assessment focus:	Personal care, feeding, using hoists / steadies.				
Please tick to confirm that you have current DBS approval (if applicable)	YES ☒	NO ☐	N/A ☐		

UNIVERSITY PLACEMENT COORDINATOR CONTACT INFORMATION

Name of Placement Coordinator:	TANIA DAVIES
Telephone:	01792 481196
E-mail:	Tania.davies@uwtسد.ac.uk

APPENDIX PL1C

PLACEMENT PROVIDER CONTACT INFORMATION

Name of organisation:	UWTSD
Placement Site Address:	SBC, HIGH STREET SA1 1NE
Workplace Supervisor (or provider contact) Name:	TANIA DAVIES
Workplace Supervisor (or contact) Position:	PROGRAMME DIRECTOR
Telephone:	01792 481196
E-mail:	Tania.davies@uwtسد.ac.uk

PLACEMENT DETAILS

Start Date:	JULY 16	End date:	/		
Duration of Placement:		Normal Working Hours:	30 per week		
Outline of Placement Activity/Duties:	carer.				
Outline of Placement learning/assessment focus:	Personal care, feeding, using hoists / steadies.				
Please tick to confirm that you have current DBS approval (if applicable)	YES ☒	NO ☐	N/A ☐		

UNIVERSITY PLACEMENT COORDINATOR CONTACT INFORMATION

Name of Placement Coordinator:	TANIA DAVIES
Telephone:	01792 481196
E-mail:	Tania.davies@uwtسد.ac.uk

APPENDIX PL1B

	d)	Will you report to the University any sickness involving our students which may be attributable to the work?	☒	
7	Contact Personnel			
		Who is your nominated contact for compliance with these requirements of health and safety legislation?		
		Name: <i>Mary Roberts</i>		
		Position: <i>Home manager</i>		

CONFIRMATION

I confirm that the preceding information is correct to the best of my knowledge. I confirm also that the student will receive:

- Induction briefing on their first day of attendance.
- Appropriate training and supervision in relation to their placement.

Signed:	<i>Mary J. Roberts</i>			<i>x</i>
Name in block capitals:	MARY ROBERTS			
Position:	HOME MANAGER	Date:	21-3-19	

Thank you for completing this questionnaire. Please return it as soon as possible to the Placement Coordinator (contact details on page one)



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Y Drindod Dewi Sant
University of Wales
Trinity Saint David

APPENDIX PL1B

PLACEMENT PROVIDER HEALTH AND SAFETY QUESTIONNAIRE

Name of provider's organisation:	Glasfryn Nursing + Residential Home		
Placement Site Address:	106 Feinfod Rd, Wrethi, Carmar, SA15 3JS		
Workplace Supervisor Name (or other provider contact):	Mary Roberts		
Workplace Supervisor (or contact) Position:	Home manager		
Telephone:	01554 758049		
E-mail:	glasfrynnh@yaho.co.uk		
Name of student(s):	Ailanna McCarthy		
Duration of Placement:	AGREEMENT	Start Date:	

Dear Placement Provider

Re: Health and Safety for Work Placements

The University of Wales Trinity Saint David has a duty of care to ensure, so far as is reasonably practicable, the health and safety of our students whilst on placement. We ask for your assistance in meeting this obligation by completing this questionnaire and supplying (if requested), a copy of your health and safety policy and insurance certificates.

I'd be grateful if you would return the documents either by postal mail or email to the contact details below.

If you have any questions or problems, please don't hesitate to get in touch.

Yours sincerely

Tania Davies
Placement Coordinator
Ysgol Chwaraeon, Iechyd ac Addysg Awyr Agored / School of Sport, Health and Outdoor Education
Prifysgol Cymru Y Drindod Dewi Sant / University of Wales Trinity Saint David
Stryd Fawr / High Street
Abertawe / Swansea SA1 1NE
Ffôn / Tel: 01792 481196 (Swansea) **Estyniad / Extension:** 4196
Ffôn / Tel: 01267 225117 (Carmarthen)
ebost/email: tania.davies@uwtsd.ac.uk

August 2015

APPENDIX PL1A

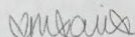
Would you please confirm that you accept the above responsibilities by signing below?

Also attached is the PL1B Placement Provider Health and Safety Questionnaire. Please could you arrange to complete the questionnaire with regard to your health and safety and insurance arrangements?

I'd be grateful if you would return the completed versions of this PL1A form and PL1B questionnaire either by postal mail or email to the contact details specified on page 1.

If you have any questions or problems, please don't hesitate to get in touch.

Yours sincerely

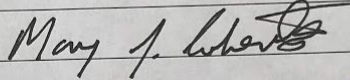


Tania Davies

Placement Coordinator

PLACEMENT PROVIDER AGREEMENT

I confirm that I accept the responsibilities as detailed above.

Signed:	 X
Name in block capitals:	MARY ROBERTS
Position:	HOME MANAGER.
Date:	21-3-19

References

Bright, J., & Earl, J. (2008) *Brilliant CV: What employers want to see and how to say it*. Pearson Education.

Bovend'Eerd, T. J., Botell, R. E., & Wade, D. T. (2009). Writing SMART rehabilitation goals and achieving goal attainment scaling: a practical guide. *Clinical rehabilitation*, 23(4), 352-361

Stein-Parbury, J. (2013). *Patient and person: Interpersonal skills in nursing*. Elsevier Health Sciences.

Bolton, G. (2011). *Write yourself: Creative writing and personal development*. Jessica Kingsley Publishers.