



Singapore Healthcare Management 2016

SICU Task List for New Staff During Preceptorship

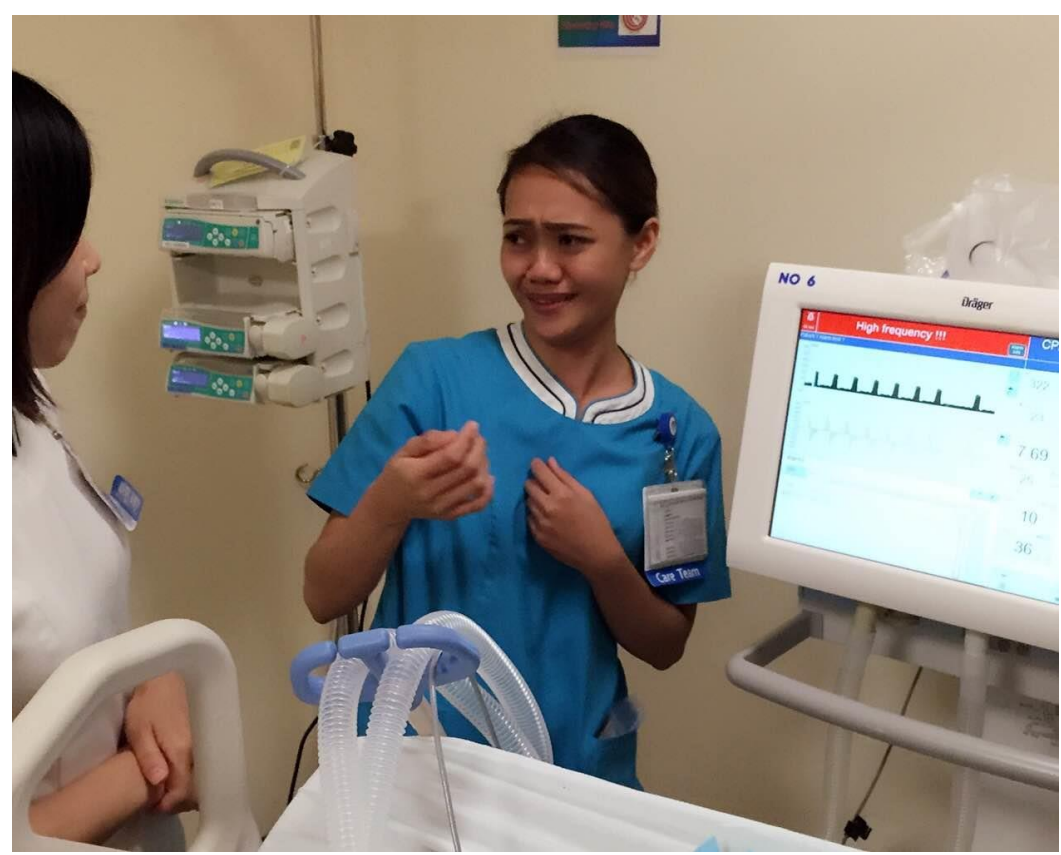


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Background ?



New recruits are accepted into specialised areas such as the Surgical Intensive Care Unit (SICU) after the completion of a structured orientation programme.

To help them transition into their roles as SICU Registered Nurses, an SICU Task List was created to provide guidance for new staff who are often unfamiliar with the common areas of work and tasks in the SICU.

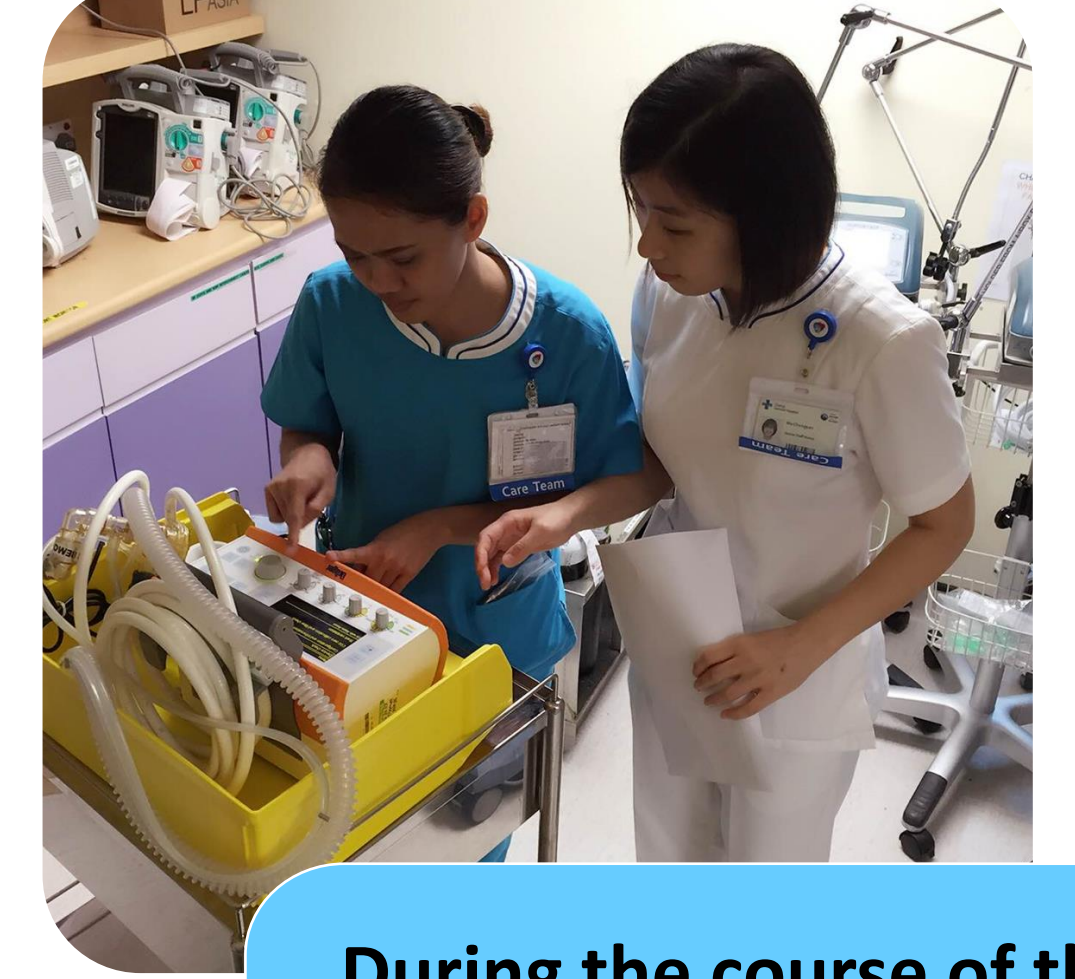
Methodology



A list of 53 commonly performed tasks in the SICU was drafted by authors after a focus group discussion involving experienced nurses from this clinical area.



Version 1 was put to use for the batch joining the SICU in August 2015. Feedback was gathered from the first batch and an improved Version 2 was implemented for the November 2015 intake.



During the course of the preceptorship, supervisors assessed the new staff by observing return demonstrations of the listed tasks. Simulations were conducted for new staff who lacked exposure to certain tasks.



Aims



- To communicate expectations and standards to new staff
- To assist new staff in identifying areas of knowledge deficit and thereby proactively seeking practice opportunities
- To assist preceptors and supervisors to track the learning progress of new staff



Results and Feedback



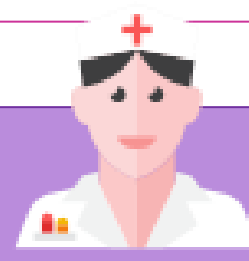
- A total of 40 preceptors and 20 new staff participated in August and November 2015
- On a Likert scale of 1 to 3, where 1 is "not helpful", 2 is "somewhat helpful" and 3 is "very helpful", 95% of new staff rated the Tasks Checklist as **3 - Very Helpful**
- 100% of the preceptors surveyed stated that the Task List was **frequently** referred to during the entire preceptorship period
- 95% of the new staff completed **all tasks** on the Task List by the end of preceptorship period

Klaire said: "This checklist was very helpful in letting me know which skills I have not practised. My preceptor said she wished she had this when she was a new staff."

Jinshu said: "This checklist is very handy, easy to understand and comprehensive. All the routine tasks are included."

Kylie said: "As a preceptor, I am too preoccupied with completing nursing tasks. With this checklist, I can go through with my preceptee and teach her on tasks which I may have overlooked."

Conclusion



All new nurses entering the SICU for the first time are expected to master essential critical nursing skills and competencies in certain common tasks. Despite a structured orientation programme for new staff to transition into their roles as Registered Nurses, new staff in the SICU have often commented that they felt lost in the unfamiliar SICU environment. The Task List was thus created to provide guidance and to convey basic expectations of what every new staff should master during the preceptorship period. Preceptors and preceptees alike have unanimously agreed that the SICU Task List contributed to ensuring clinical competence at the end of the preceptorship.