

## PLACEMENT VISITS

### Placement Journal

You are required to maintain an online journal whilst on placement. This is recorded in Recruit. The Placement Journal is not directly assessed but may be used as an evidence source in support of the Placement Competencies and/or the Placement Report. This can be referred to during the placement visit.

### Placement Competencies

You are required to demonstrate achievement of the Placement Competencies. The competencies do not contribute directly to your mark, but you must achieve them in order to pass the module. A separate document lists these competencies and you should be aware of these as you progress through your placement. This can be found in the Downloads section in Recruit.

### Placement Visits

You can be expected to be visited twice during your placement (normally in November and April). If you are placed further afield, arrangements may be made to hold meetings via Skype/Teams. **The Placement Work Summary Form must be uploaded prior to each placement visit.** This can be found in the Downloads section of Recruit. All visits may need to be carried out remotely depending on the prevailing public health guidelines.

Your Academic Visitor will:

- discuss your work and progress with you
- discuss your performance with your line manager
- assess your achievement of the Placement Competencies (*see downloads section for details*)
- give you verbal feedback on your performance and progress.
- upload a completed Placement Visit Feedback Form including the Competencies Rubric to reflect your achievement of the Placement Competencies.

After each visit you should reflect, in your Placement Journal, upon any feedback you have been given.

Please note that it is not technically possible for your Visitor to upload any feedback until you have uploaded your Placement Work Summary Form. This can only be uploaded once your visit has been scheduled on Recruit.