

Speech and Language Therapy Student Information Pack



Welcome

Welcome to the North Tees and Hartlepool speech and language therapy (SLT) Department. We hope that you enjoy your time with us. As a department we are committed to clinical education and our aim is to provide high quality placements that are tailored as much as possible to meet your individual need.

As you may be aware, all SLT departments are organised slightly differently. Therefore, we have enclosed information outlining the structure of the service and we hope you will find this useful.

You will have been given the name of your lead practice educator (PE) but you are likely to meet a number of different people during your placement. Your PE will contact you with any additional information you need to know before the placement.

We will make every effort to ensure your placement runs smoothly but problems do arise, please let us know as soon as possible.

We look forward to having you with us and hope that your experience is positive and rewarding!

Overview of the children's SLT Service

The North Tees and Hartlepool children's SLT department provides a service to a resident population spanning across County Durham, Darlington, Stockton and Hartlepool. The department is led by a management team of speech and language therapist's as outlined below:



The team consists of around 90 speech and language therapists and around 18 speech and language therapy assistant practitioners, with supporting admin and clerical team.

The department offers a service to children and young people aged 0-19 years who have speech, language and communication needs, or difficulties with eating, drinking and swallowing. The service receives funding from the NHS, schools and local authority commissioners.

The children's SLT service

The children's service has an open referral system, although parental consent must be obtained before a referral is made.

There is close liaison with other agencies, and a holistic approach is taken to support each child's development. High priority is given to working in partnership with parents, carers, and other professionals. The service aims to see children in the most appropriate setting depending on need. Venues may include clinic, home, school or children's centres.

The majority of children referred to the service will be seen in one of the locality teams. Therapists working in the locality teams provide assessment and interventions to children in their local area with support from specialist clinical teams as needed. Therapists working in specialist teams carry a caseload of children with more complex difficulties and also provide support, advice and supervision to the locality teams.

Induction overview

Your placement is within the _____
locality.

Your lead PE contact details are:

Name: _____ Email: _____ Mobile: _____

On your first day, please arrive at _____ for a _____ am start.

On your first day, you will be provided with a short departmental induction. You will also need to visit the HR and IT departments at the University Hospital of North Tees to set up your access to our computer systems. Please read the policies attached in you welcome email prior to the placement, and fill in the relevant forms. Completed copies of these documents should be brought with you on your first day.

Your PE will talk you through the following information during your induction. Please bring this sheet with you and sign off each area as and when it is covered.

The following areas have been discussed and clarified with me:	Signature	Date
Housekeeping		
Office considerations		
If you are ill or unable to attend placement		
DBS forms		
Compliments, complaints and incidents		
Personal care		
Telephones, printers and resources		
Personal security		
Departmental policies / procedures		
Clothing		
Record keeping		
Information Governance (including confidentiality, IT security and social media)		
Health and safety		
Fire safety		
Lone worker		
Conflict resolution		
Infection control		

Speech and Language Therapy

for children and young people