Practice Educator - Placement Evaluation Process

Sheffield Hallam University

Practice Educators on placements are sent an email inviting them to evaluate the placement learning experience

The Course Leader/ Placement Lead reviews all evaluations
and
i) provides immediate feedback / thanks where evaluations and comments are positive
ii) ensures that any evaluations where scores are low and/or comments indicate dissatisfaction are addressed as follows:

Where score/comment indicates that responsibility for action belongs to the Placement Provider organisation – Course Leader/Placement Lead refers to the appropriate person within the Placement Provider organisation for immediate action and/or escalation as necessary

Where score/comment indicates that joint action between SHU and Placement Provider - Course Leader/Placement Lead/SHU Tutor and Placement Provider agree and document Action Plan. Outcomes of Action Plans are noted as reviewed at agreed date(s) and/or when action completed

Where score/comment indicates that responsibility for action belongs to Sheffield Hallam University – Course Leader/ Placement Lead ensures that this is referred to the appropriate person e.g. Placement Tutor, CMT, Director of Placement Learning (Dr Heidi Cheung) OR College Placement Learning Lead (Dr Judy Redman)

Outcomes of Action Plans in progress or completed are reported in Placement Lead's reports to Director of Placement Learning (Dr Heidi Cheung) OR College Placement Learning Lead (Dr Judy Redman) and communicated to Course Teams / Placement Leads to update Practice Educator/Placement preparation information

Summary of issues, trends, actions taken to address issues is communicated to Quality Panel by Placement Leads for discussion, response and action

© Sheffield Hallam University