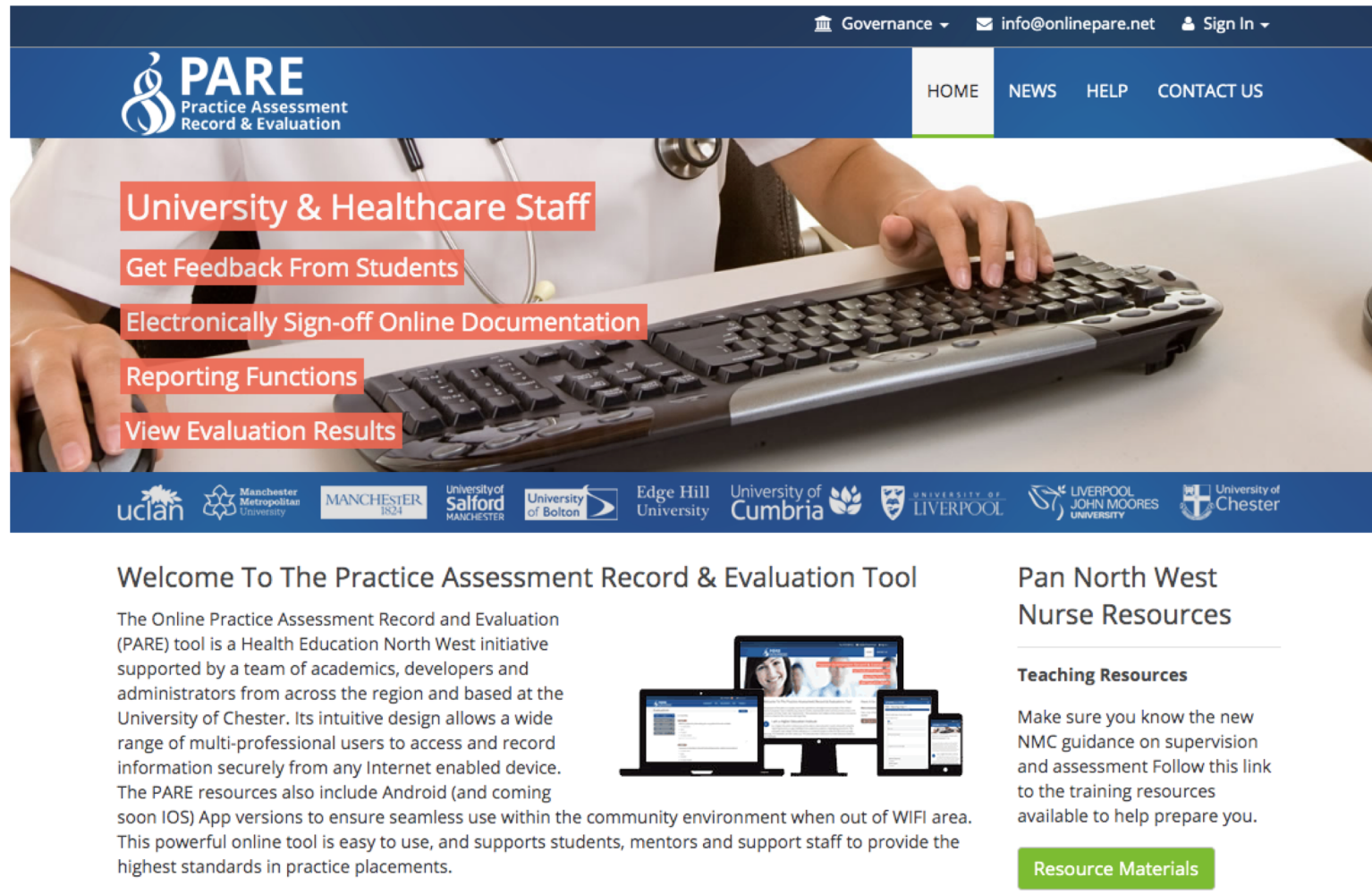


Electronic User Guidance for Yorkshire & Humberside Stakeholders



The screenshot shows the PARE (Practice Assessment Record & Evaluation) website. The header is dark blue with the PARE logo and navigation links: Governance, info@onlinepare.net, Sign In, HOME, NEWS, HELP, and CONTACT US. The main content area features a background image of a person's hands typing on a keyboard. Overlaid on this image are five red buttons with white text: 'University & Healthcare Staff', 'Get Feedback From Students', 'Electronically Sign-off Online Documentation', 'Reporting Functions', and 'View Evaluation Results'. Below the main content is a row of logos for partner institutions: uclan, Manchester Metropolitan University, MANCHESTER 1824, University of Salford, University of Bolton, Edge Hill University, University of Cumbria, UNIVERSITY OF LIVERPOOL, LIVERPOOL JOHN MOORES UNIVERSITY, and University of Chester. The footer contains two columns of text. The left column is titled 'Welcome To The Practice Assessment Record & Evaluation Tool' and describes the PARE tool as a Health Education North West initiative supported by academics, developers, and administrators from across the region, based at the University of Chester. It mentions that the tool is intuitive, allows multi-professional users to access and record information securely, and has Android and iOS app versions. The right column is titled 'Pan North West Nurse Resources' and includes a section for 'Teaching Resources' with a link to NMC guidance on supervision and assessment. A green button labeled 'Resource Materials' is located at the bottom right of the footer.

Welcome To The Practice Assessment Record & Evaluation Tool

The Online Practice Assessment Record and Evaluation (PARE) tool is a Health Education North West initiative supported by a team of academics, developers and administrators from across the region and based at the University of Chester. Its intuitive design allows a wide range of multi-professional users to access and record information securely from any Internet enabled device. The PARE resources also include Android (and coming soon IOS) App versions to ensure seamless use within the community environment when out of WIFI area. This powerful online tool is easy to use, and supports students, mentors and support staff to provide the highest standards in practice placements.

Pan North West Nurse Resources

Teaching Resources

Make sure you know the new NMC guidance on supervision and assessment Follow this link to the training resources available to help prepare you.

[Resource Materials](#)

Account activation date:

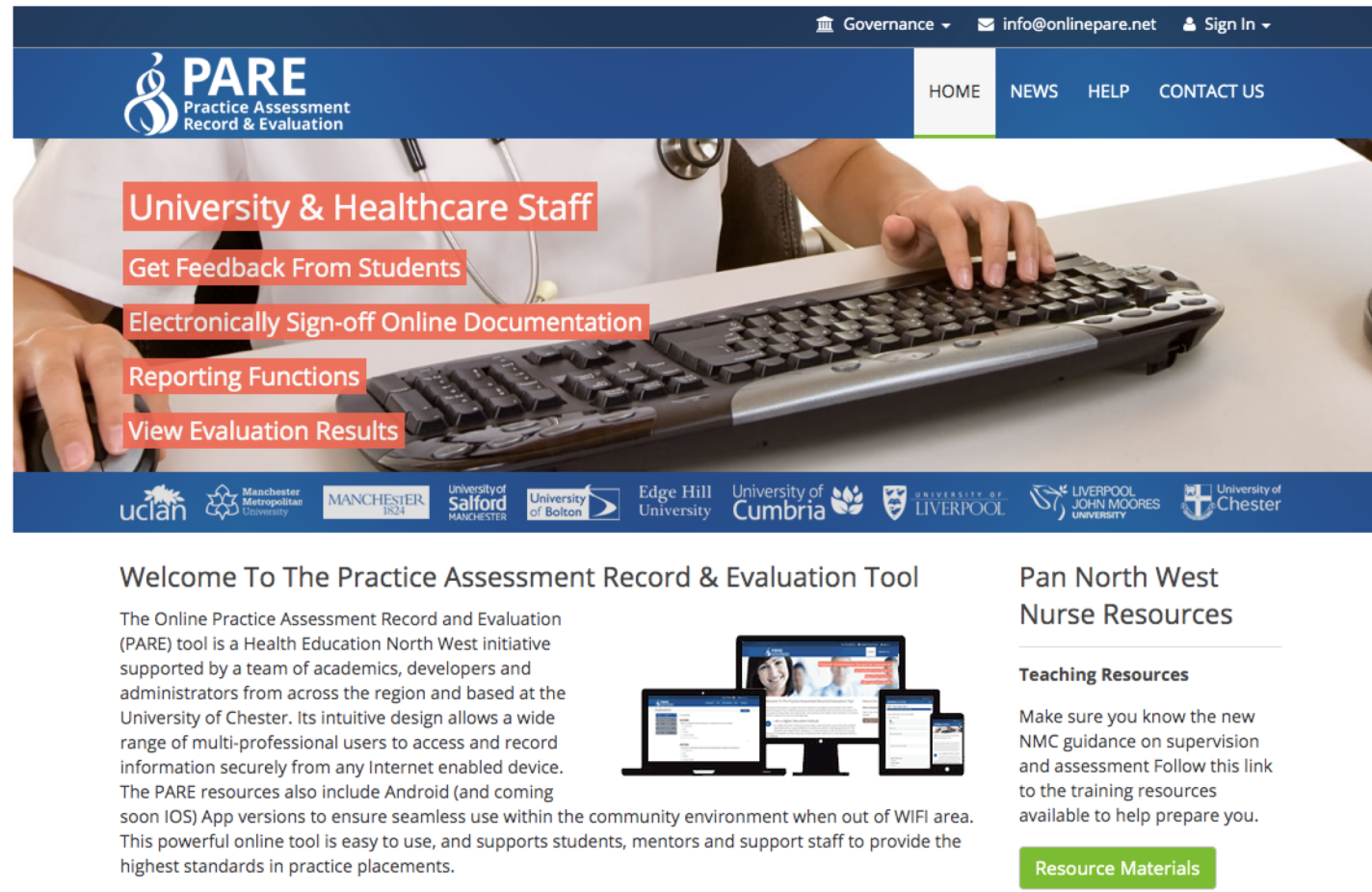
Wednesday 28th August 2019

Support / User related queries, please contact:

info@onlinepare.net

Contents Page

- NET Evaluation Tool
- Placement Audit Module
- Placement Profile
- Educator Register



The screenshot shows the homepage of the PARE website. The header is dark blue with the PARE logo (a stylized 'P' with a musical note) and the text 'PARE Practice Assessment Record & Evaluation'. Navigation links include 'HOME', 'NEWS', 'HELP', and 'CONTACT US'. A top bar contains 'Governance', 'info@onlinepare.net', and 'Sign In'. The main content area features a background image of a person's hands typing on a keyboard. Overlaid on this image are five red buttons with white text: 'University & Healthcare Staff', 'Get Feedback From Students', 'Electronically Sign-off Online Documentation', 'Reporting Functions', and 'View Evaluation Results'. Below the image is a row of logos for partner institutions: uclan, Manchester Metropolitan University, MANCHESTER 1824, University of Salford, University of Bolton, Edge Hill University, University of Cumbria, UNIVERSITY OF LIVERPOOL, LIVERPOOL JOHN MOORES UNIVERSITY, and University of Chester. The main text area on the left says 'Welcome To The Practice Assessment Record & Evaluation Tool' and describes the tool as a Health Education North West initiative supported by academics, developers, and administrators from across the region, based at the University of Chester. It mentions that the tool allows a wide range of multi-professional users to access and record information securely from any Internet-enabled device. It also notes that PARE resources include Android (and coming soon iOS) App versions to ensure seamless use within the community environment when out of WiFi area. This powerful online tool is easy to use, and supports students, mentors, and support staff to provide the highest standards in practice placements. To the right of this text is an image of a laptop, a desktop monitor, and a smartphone, all displaying the PARE interface. On the far right, there are two sections: 'Pan North West Nurse Resources' and 'Teaching Resources'. The 'Teaching Resources' section includes the text 'Make sure you know the new NMC guidance on supervision and assessment Follow this link to the training resources available to help prepare you.' and a green button labeled 'Resource Materials'.

University & Healthcare Staff

Get Feedback From Students

Electronically Sign-off Online Documentation


Reporting Functions

View Evaluation Results

uclan Manchester Metropolitan University MANCHESTER 1824 University of Salford University of Bolton Edge Hill University University of Cumbria UNIVERSITY OF LIVERPOOL LIVERPOOL JOHN MOORES UNIVERSITY University of Chester

Welcome To The Practice Assessment Record & Evaluation Tool

The Online Practice Assessment Record and Evaluation (PARE) tool is a Health Education North West initiative supported by a team of academics, developers and administrators from across the region and based at the University of Chester. Its intuitive design allows a wide range of multi-professional users to access and record information securely from any Internet enabled device. The PARE resources also include Android (and coming soon IOS) App versions to ensure seamless use within the community environment when out of WIFI area. This powerful online tool is easy to use, and supports students, mentors and support staff to provide the highest standards in practice placements.



Pan North West Nurse Resources

Teaching Resources

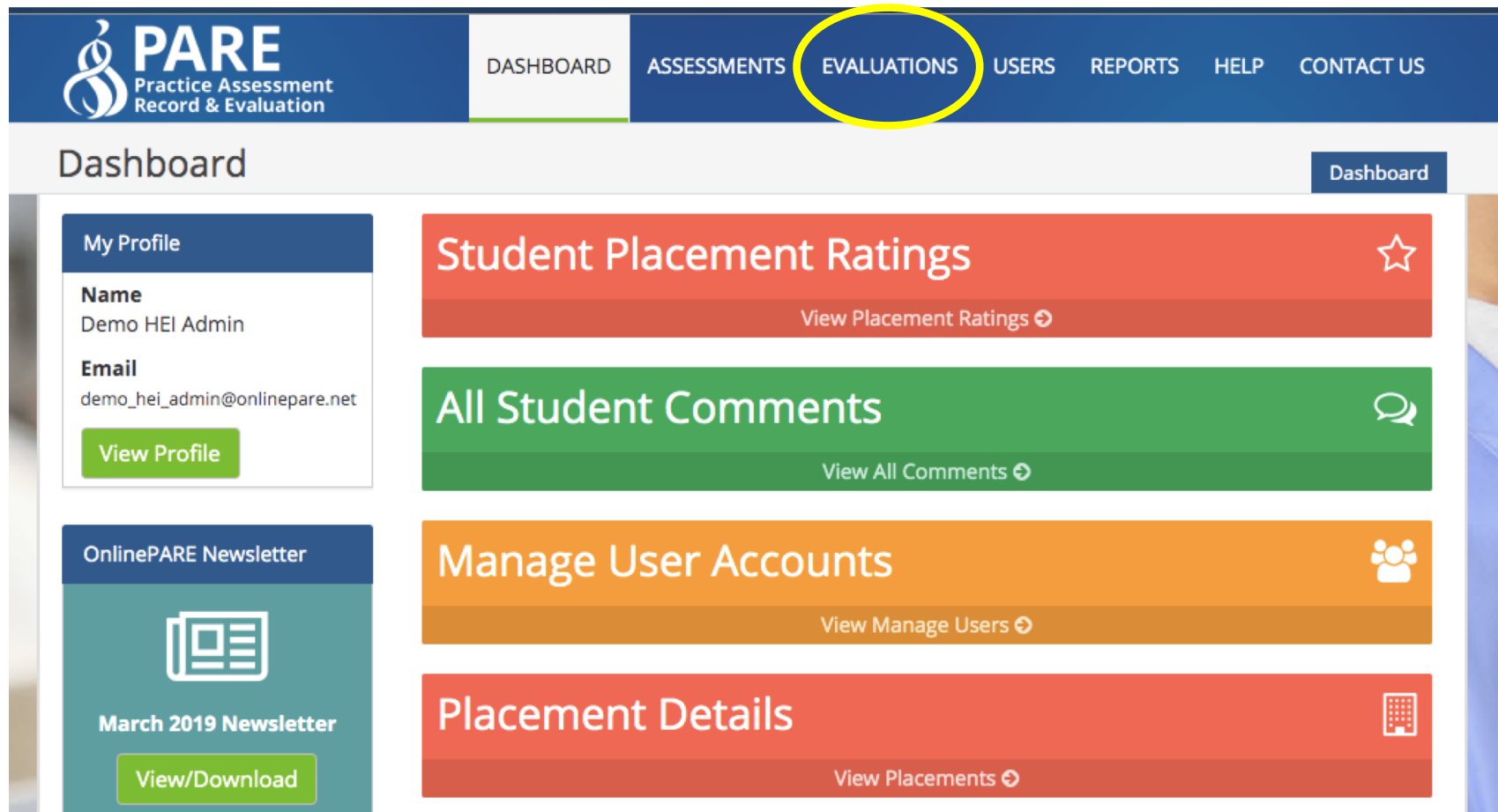
Make sure you know the new NMC guidance on supervision and assessment Follow this link to the training resources available to help prepare you.

[Resource Materials](#)

NETS Evaluation Tool

Step 1:

- Login to registered online PARE account
- Click on 'Evaluations' displayed in the top toolbar of your account dashboard



NETS Evaluation Tool

Step 2:

- Click 'NET Survey Ratings' to select identify a live feed of placement ratings for each student cohort

Evaluations - Admin Section

NET Survey Ratings

NET Survey Ratings

All Comments

Tagged Comments

Action Plans

Student Evaluations

☆ NET Survey Ratings

Trust: Test Trust - York & Humber

Cohort: All Cohorts

NHS

Test Trust - York & Humber

Profession: All Professions

Start Date: 29-08-2018

End Date: 29-08-2019

Placement Type: All

Placement Name:

☐ Only show placements with submitted evaluations

Update Results

Found 1 placement. Only comments from submitted evaluations are included in this section

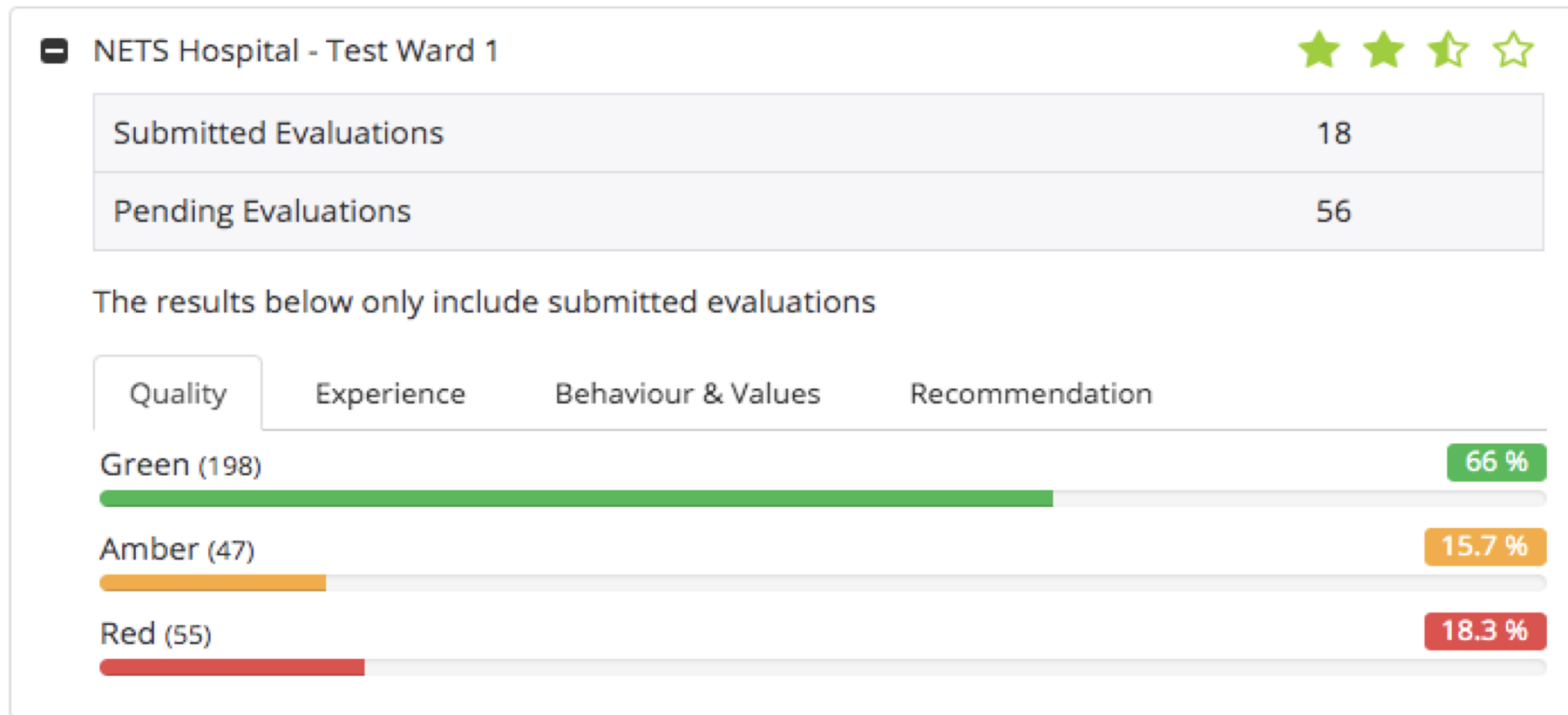
+ NETS Hospital - Test Ward 1

☆☆☆☆

NETS Evaluation Tool

Step 3:

- 'Select the '+' symbol to further explore how each theme was rated, i.e Quality, Experience, Behaviour & Values and Recommendation



NETS Evaluation Tool

Step 4:

- Selecting 'All Comments' provides further detail of student comments against each evaluation theme

Evaluations - Admin Section

All Comments

NET Survey Ratings

All Comments

Tagged Comments

Action Plans

Student Evaluations

+ Video Help Guides

All Comments

Only comments from submitted evaluations are included in this section

Trust: Test Trust - York & Humber

Placement: NETS Hospital - Test Ward 1

Response Type:

✓ All Responses

Strongly Agree

Agree

Disagree

Strongly Disagree

Not Applicable

Profession:

Show search filters

QualitySupportExperienceResourcesOther

No comments found

NETS Evaluation Tool

Step 5:

- Selecting the 'tag comment' icon along side each comment allows you to tag a comment for inclusion within an action plan

Quality

There are no tagged comments relating to this theme.

Support

There are no tagged comments relating to this theme.

Experience

There are no tagged comments relating to this theme.

Resources

There are no tagged comments relating to this theme.

Other

There are no tagged comments relating to this theme.

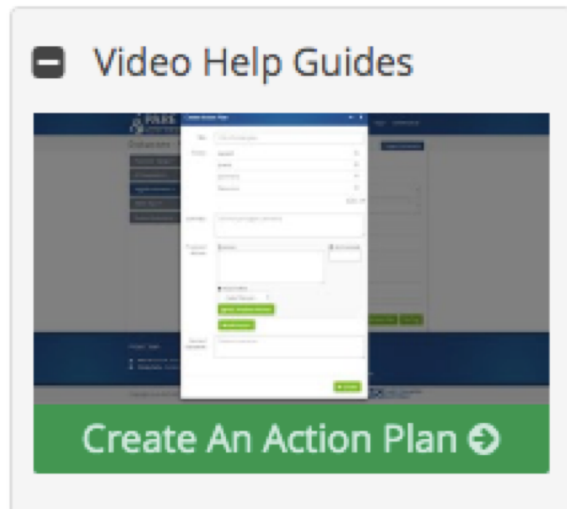
+ Create Action Plan

De-Tag

NETS Evaluation Tool

Creating an action plan allows you to have an electronic audit trail of agreed mitigating action for any risks, concerns of negative comments provided by students following a placement cycle.

The online action plan page allows you to populate each field and assign specific actions to key partners, i.e. Academic leads, Placement Educators, Ward Manager




Watch the embedded video guidance for further support or contact info@onlinepare.net

Title	<input type="text" value="Title of action plan"/>								
Theme	<table><tr><td>Support</td><td><input type="checkbox"/></td></tr><tr><td>Quality</td><td><input type="checkbox"/></td></tr><tr><td>Experience</td><td><input type="checkbox"/></td></tr><tr><td>Resources</td><td><input type="checkbox"/></td></tr></table> <div>Select All</div>	Support	<input type="checkbox"/>	Quality	<input type="checkbox"/>	Experience	<input type="checkbox"/>	Resources	<input type="checkbox"/>
Support	<input type="checkbox"/>								
Quality	<input type="checkbox"/>								
Experience	<input type="checkbox"/>								
Resources	<input type="checkbox"/>								
Summary	<div>Summary of tagged comments</div>								
Proposed Actions	<div><div>Action:</div><div><div>Review Date:</div></div></div> <div>Responsible:</div> <div><div>- Select Person -</div><div>Academic Lead</div><div>Ward Manager</div><div>Programme Lead</div><div>Mentor</div><div>PEF</div><div>Academic Link</div><div>CSF</div><div>Other</div><div>None</div></div>								
Planned Outcomes	<div></div>								

NETS Evaluation Tool

Step 7:

- The 'Student Evaluations' tab allows you to view a full list of all completed and submitted practice learning evaluations. Full online and PDF versions of completed practice learning evaluations are available

Surname ⇅	First Name ⇅	Placement ⇅	Submitted ⇅	Status ⇅	Eval ⇅
Evaluation 1-Student	Test NETS	NETS Hospital - Test Ward 1	29th May 2019	✓	
Evaluation 2-Student	Test NETS	NETS Hospital - Test Ward 1	29th May 2019	✓	

Placement Audit Module

The placement audit module is located in the User Admin section of the PARE system and can be accessed via the 'Manage Placements' tab

Clicking on 'Manage Placements' will allow you to review the placement information dashboard which provides information regarding new/existing placement audits

Click 'Create New Audit' to access the placement audit fields

The screenshot displays the 'User Admin Section' of the PARE system. On the left, a sidebar contains a menu with the following items: 'Manage Users', 'Add New User', 'Manage Placements' (highlighted in blue), 'Student Placement Hours', and 'Student Timesheets'. The main content area is titled 'Placement Info' and features a 'Placement Information' section with the following details: 'Trust/Organisation' (Test Trust), 'Placement Title' (Bolton - Ward m3), 'Placement Profile' (with a 'View/Edit Profile' button), and 'PLSS ID' (Not legacy PLSS). The 'PARE ID' is PR2178. Below this, there are tabs for 'Students', 'Staff', 'Academics', and 'Audit Tool' (selected). The 'Placement Audits' section shows a table with the following data:

ID	Audit Date	LDA Lead	Status	View
20	9th Aug 2019		In Progress	
10	18th Jul 2019		In Progress	

At the bottom of the 'Placement Audits' section, there is a green button labeled '+ Create New Audit', which is circled in yellow. A blue arrow points from the text 'Click 'Create New Audit' to access the placement audit fields' to this button. Below the table, there is a section for 'Action Plans'.

Placement Audit Module

Audit Profile:

When creating a new audit, this section allows you populate the audit demographics, i.e. Audit date, lead contacts etc.

Placement Audit

"Bolton - Ward m3"

Audit ID: 20 | Status: In Progress | Previous Audit: 18th Jul 2019 | Created By: Demo HEI Admin | Last Updated: 9th Aug 2019

Audit Profile

Placement Contracts

Methodology Of Audit

D1: Learning Environment & Culture

D2: Educational Governance & Leadership

D3: Supporting Learners

D4: Supporting Educators

D5: Developing & implementing curricula & assessments

D6: Developing a sustainable workforce

Action Plans 5

Audit Details

Placement Area: Bolton - Ward m3

Organisation: Test Trust

Audit Status: In Progress

Organisation Audit Information

Date of SAR:

LDA Lead Name:

LDA Lead Job Title:

LDA Lead Email Address:

HEE learning-development-agreement (External Link)

Placement Provider Contracts In Place: View/Edit Contracts

Placement Audit Module

Placement Audit Domains

- D1: Learning Environment & Culture ▶
- D2: Educational Governance & Leadership ▶
- D3: Supporting Learners ▶
- D4: Supporting Educators ▶
- D5: Developing & implementing curricula & assessments ▶
- D6: Developing a sustainable workforce ▶

Methodology Of Audit:

Audit Completed face to face?



Yes



No

HEI In Attendance?



Yes













No

Complete the audit domain questions electronically

Placement Audit Module

Review and monitor action plans created against placement audits.

This section allows you to identify the status of an action plan and which domains action plans refer to

Action Plans				
Date Opened	Concern	Standard	Status	View
9th Aug 2019			 In Progress	
9th Aug 2019	issue	Domain 1.6	 In Progress	
9th Aug 2019		Domain 1.5	 In Progress	
9th Aug 2019		Domain 1.2	 In Progress	
9th Aug 2019		Domain 1.1	 In Progress	
+ Create New Action Plan				

Create Audit Action Plan

Placement Audit Action Plan:

Similar to the NET Evaluation action plan, this section allows you to populate an audit with an action plan to be monitored and reviewed.

This section provides you with an electronic audit of agreed actions

Action Plan Owner:

Demo HEI Admin

Date of Entry:

29-08-2019

Standard:

Brief summary of concern:

Brief summary of evidence for concern:

Recommended Actions:

Action Plan Status

In Progress

Create online and live discussions between Service Provider and HEI staff via the audit discussion section


Discussion

Use this section to discuss the action plan and any proposed changes.



Demo HEI Admin (Test HEI - York & Humber)

ss

 22 days ago



Add Comments

Add comments

Add Comment

Placement Profiles & Educator Register

Edit Placement Profile

AIRE Unit (PR8570)

Old PPQA ID: 5663

Placement Details

Placement Name AIRE Unit

Organisation Airedale NHS Foundation Trust

Telephone

Site

Address

Review and edit the profile of each placement via the 'Manage Placement' section of your account

Review the status and registration of Academic staff for each placement and monitor the Educator Register to review the status of assigned Mentors

An additional 'Search Mentor' feature will be available post September 2019 to allow Placement Educators to search the system for specific Mentor details registered within their Organisation

Academics Assigned To Placement Area

Name ⇅	User Type ⇅	Profession ⇅
Jill Fillingham (ALP) Email: fillingj@edgehill.ac.uk Phone:	Academic Link	Nursing
Emma Addie Email: eja@liverpool.ac.uk	Academic Link	
Ronald Harris Email: r.harris@ljmu.ac.uk	Academic Link	Paramedic
Mark Arnold Email: m.s.arnold@ljmu.ac.uk	Academic Link	Nursing