

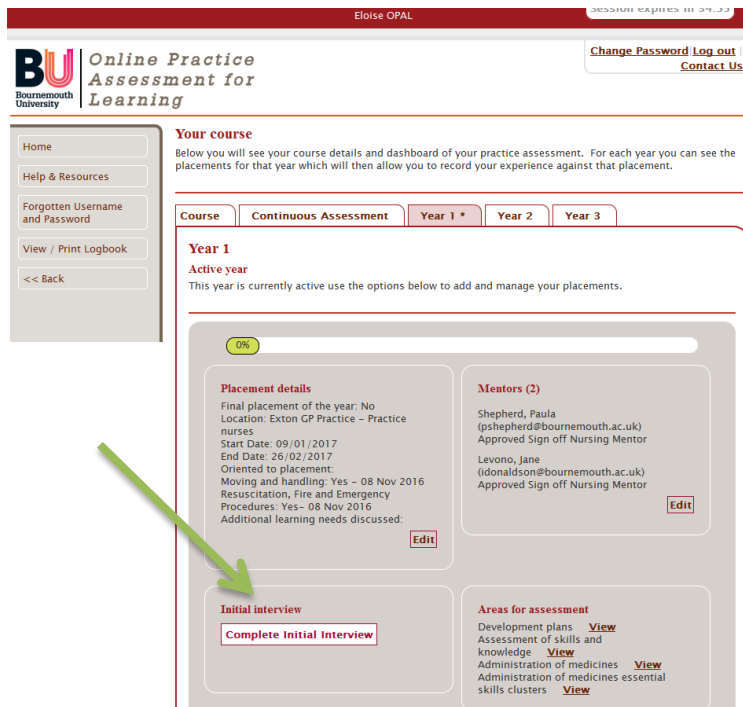
OPAL Technical Guide 2 (Student and mentor)



Initial, Mid-term and Final interviews (Mentor and Student).

In each placement students are required to have an initial interview within the first week, a mid-term interview half way through the placement and a Final interview in the last week. In some shorter placements of 4 weeks or less the mentor may omit the mid-term interview. The final

interview should be carried out in the final week or in the week after the placement has completed.



The picture shows the students view of the OPAL PAT dashboard and shows that the initial interview is ready to be completed.

The **mentor** should complete the interview first and then sign to say completed. The dashboard will then indicate that the Interview is ready for the **student** to complete and sign. By clicking on the button a text box will open for the student to enter their comments and then sign by clicking '**quick save**' (saves entry but allows you to edit later) or '**save**

and complete' which saves the comments and then locks the interview record. The date is automatically added when the save button is clicked. The text box has a spell checker.

On the Dashboard once this is done there is an indication of mentors name and date and date student signed the interview.



The process is the same for the **mid-term interview**, unless the mentor decides that due to the placement being a short placement the mid-term interview can be omitted. OPAL PAT requires initial interview to be completed before the mid-term interview opens and similarly the mid-term

interview has to be completed or omitted by the mentor before the final interview option is open. This includes the student signing the interviews; if they have not been signed by the student the mentor will not be able to complete the next interview stage.

The **final interview** should be undertaken in the final week of the placement or in the week immediately after the placement finishes. The process is outlined over the page. A further important element for the final interview is **once the mentor and the student complete and sign the final interview that locks the placement** meaning no further changes can be made to any part of the



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The process for completing the final interview is similar to initial and mid-term interviews with one exception. At the final interview the **mentor will award a grade for professionalism** using the grading criteria as well as leaving feedback on the students performance during the placement. The Professionalism grade contributes to the overall mark for the OPAL PAT.

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Leave new comment

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You are viewing the portfolio of Eloise OPAL as a mentor

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Placement summative assessment

Please comment on the student's current practice and recommendations for future learning in relation to the areas of clinical skills, underpinning knowledge, communication, and professionalism (professional behaviour/attitude and professional accountability)

Display professionalism grid / Hide professionalism grid

Summative Assessment: Mentor Feedback for future development

Summative Assessment: Professionalism grade:

Mentor Signed Summative Assessment:

Summative Assessment: Professionalism grade

Summative Assessment: Mentor Feedback for future development

Edit

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Click on the link to 'display professionalism grid' and that will reveal the professionalism criteria to use to give a professionalism grade for the placement.

Add professionalism grade using drop down box

Enter text here for final interview.

Check you have added grade above before signing as complete.

See technical guide 5 on how to view an OPAL PAT so that you can look back at past interviews and comments left by mentor and student.

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