

PORTFOLIO - PERSONAL REFLECTIVE LEARNING STATEMENT (STEAM)

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| Name: Darren Makin | RSPH No: 12345678 |
| Unit number (s): 3.6 | Evidence No: 3 |
| Activity Date: 20/06/19 | Evidence type: Full reflection |
| Activity Title / Description you are reflecting on: <i>Receipting the deceased into our care</i> | |
| <p>Situation</p> <p>What learning/activity did you undertake?</p> <p><i>The funeral directors (contracted by my organisation) brought a deceased patient to us from the community who required a PM to be carried out. On their arrival I began to carry out the routine administrative procedures to receipt them in (more details below) - this involved accurate completion of the mortuary register / computer system, recording any valuables the deceased had on them, good communication with the funeral directors and appropriate use of PPE.</i></p> <p><i>I also needed to find an empty fridge space to store the deceased in - and once a location had been identified, myself and a colleague, assisted in transferring the deceased from the funeral director's trolley to the empty fridge tray.</i></p> <p><i>Once I was happy the deceased was secure on the tray I checked the patient's ID details with the funeral director, ensuring that 3 minimum identifiers had been cross checked (deceased patient's wristband and funeral director documentation). All this information was entered into the mortuary register along with the date and time of receipt.</i></p> <p><i>A body tag had also been placed on the deceased by the policer recording the date and time of death.</i></p> <p><i>Together with the funeral director we recorded any property on the deceased (valuables and other personal belongings) and also made notes on the deceased clothing.</i></p> <p><i>We then transferred the deceased using an electronic trolley to the</i></p> | |

empty fridge space previously identified. I transferred the patient name to the front of the fridge name plate along with my initials.

Once I was happy with all the ID checks I signed the funeral director's paperwork completing the transfer of this deceased patient into our care.

Thoughts and feelings:

What were you thinking? How did you feel?

Having carried out receipting of the deceased a number of times previous under supervision I felt comfortable to carry out this task and after initially feeling nervous carrying out the procedure on my own it quickly became routine (as we receipt deceased patient's numerous times on a daily basis). I just had to ensure I knew when to ask for help and be confident when carrying out ID checks

Evaluation:

Was the learning/activity beneficial?

What was good (went well) about the learning subject / activity?

What was bad (not so well) about the learning subject / activity?

The activity was beneficial as it is one of the routine procedures I will need to carry out on a daily basis and, at times, I might be the only person who leads this and knows what to do when working with other support workers / staff. It also gave me more practice and confidence to work without direct supervision (although I have access to my line manager).

Having carried out receipt of the deceased previously on a number of occasions I was happy with the way this activity was carried out and it will help me to get signed off my competencies in future.

As I was previously supervised to carry out this activity, I was somewhat comfortable and calm - that in turn also gave the funeral directors confidence in my abilities and made the whole process faster.

Although comfortable I did feel under some time pressure as the funeral directors informed me how busy they are and had other work they need to do - I just need to ensure that I control the pace of things so that I can maintain accuracy with my recording

keeping and ID checks.

Analysis:

How relevant was the activity / learning to your working practices?

Given that this activity is one of the more routine procedures we carry out in our mortuary and also the high importance of correct documentation, recording and ID checks of the deceased, I would say that this activity is very relevant. This activity also required me to have a broad understanding of some of the basic principles relevant to my profession such as consent and confidentiality.

Meaning:

What conclusion have you drawn?

Will you make any changes to your practice following this?

What would you do differently next time?

The correct receipting (and subsequent release) of the deceased is fundamental to my role and can lead to serious consequences and hardship and distress to family members if we get it wrong.

I would not make any significant changes to my working practice following review of this activity other than to ensure I maintain my confidence and ensure I set the pace of the receipt of the deceased into our care.

Mentors comments if applicable:

xxx carried out the ID checks accurately, recorded all relevant details and knows what to do when receipting someone into our care. They have reflected on why this activity is so important to us and also understands their limits of practice relating to this process.

Candidate Signature: *D. Makin*

Date: 30/06/19

Mentor Signature: *S. Pealey*

Date: 05/07/19