WHAT'S NEW IN ONLINEPARE?

March 2019

Introduction

Welcome to the March 2019 PARE Newsletter. The aim of this and future newsletters is to let all our differing users know of the changes and improvements made to PARE over the preceding few months as a result of **your** feedback. This information will then be subsumed into the various user manuals as they are updated. Depending on which parts of the PARE service you use, not all the changes mentioned below may apply to you, however, we hope you find this newsletter useful and informative. Any and all queries or feedback is very welcome at info@onlinepare.net.
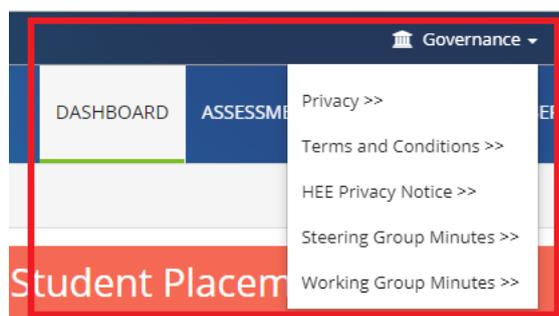
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NHS Health Education North West

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Governance Tab

What's it all about?

To comply with current Data Protection legislation a Governance tab has been added to the PARE Dashboard which outlines all the PARE policies covering all Privacy issues.

Additionally, to keep the whole of the PARE user community informed of all the decisions made in relation to the development of the website this Governance tab also has links to the Minutes of the PARE Steering Group and the Minutes from all the sub regional Operation Group meetings.

Anonymity – Placement Evaluations

What's it all about?

In line with requests from some HEI asking for students to submit anonymised evaluations, PARE have developed a new feature that allows universities to mask the student personal details when evaluating placements. Universities will be able to elect to switch this feature on for any relevant programmes.

Where can I find this new feature?

The HEI Admins for each university can find this new feature in their Organisation Preferences setting
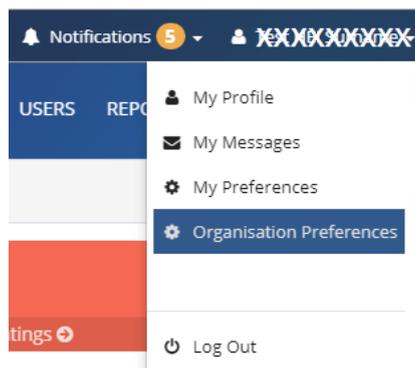
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There is a full guide with notes on how to set this feature for your university on the Organisation Preferences page.

Outcome?

- The placement provider will only see a string of numbers in place of student names. These number strings cannot be traced back to any particular individual.
- Within the university the student details will still be visible.
- The aim is to encourage more students to submit their evaluation assessments, and the outcome will be reviewed at the end of an academic year

Sorting Names in lists - rationalised

What's it all about?

Previously all student lists and all Team Manager lists displayed in the order in which the accounts had been uploaded to the system. For placements with large number of mentors and students attending the placement, over time this has made searching for particular names difficult and time consuming.

Outcome?

- For PEFs and Team managers trying to assign mentors to students, these dropdown lists now appear alphabetically (by surname).
- For Trust or Academic staff checking the Placement Details page this will always default to show the most recent uploaded placements but there are Sort buttons at the top of each column which allows you to re-order the lists by :-

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- o Name
- o Profession
- o User type
- o Mentor Level
- Please remember – to avoid navigating through numerous pages of names you can set the **Show ** **Per Page** box so that you have the full list to scroll through.

Placement Profiles

What's it all about?

All previous PLSS placement Profile data, within the Cheshire and Merseyside region, has been uploaded into the PARE system. Once Placement organisations/Universities are happy that the data is current and relevant then the Placement Profile data can be "**Published**". When a Placement is set to **Published**, every student that is assigned to that placement will find a link on their PARE Dashboard one month before the placement starts. The student can then view the contact details and all relevant information relating to their forthcoming placement.

Where can I find this feature?

HEI Admins, PEFs and Team Managers can find this switch from their view of **Users / Manage Placements.**   In the Details box at the top of the page there are 2 buttons that enable and disable the "Publish" feature.

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Cheshire/Merseyside - Updating Placement Profiles – Private Organisations

What's it all about?

As there are many Private, Independent , and voluntary organisation placements that do not currently have PEFs, it is difficult to get the Placement Profile information updated in a timely manner. To assist with this task the HEI Administrators and Academic Links, for each university, now have the ability to edit and update this data on behalf of such placements. Once updated the placement profile can be published, enabling students to access this detail prior to the start of any placement with a Non NHS organisation.

"Student Evaluations with **% Positive Feedback

What's it all about?

Following a number of requests from academic staff across the region in following up evaluations with a poor response, it is now possible to link directly to the Placement Profile from the evaluation. This is done from the button labelled Placement Info, found at the top of the evaluation. This should save some effort in having to navigate between the evaluation and the relevant Placement Detail page.

New Features

HEI Admins/ Academic links

HEI Admin users – ability to View revoked student accounts

University academic staff are now able to view the accounts and associated documentation of any students that have previously been Revoked.   These accounts can be accessed through **Users /Manage Users** and then in User Type select **Inactive Students**.

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HEI Admin – Student Reports – searching for clusters of students

Within the Reports function there is now an extra search filter that allows universities to search for clusters of students. From the Reports function select the Trust and Profession. Then in the Cohort Name box just enter the parts of the cohort names to provide the appropriate data. Don't forget these reports can also be filtered by date.

HEI Admin – Ability to Unlock incorrect placed Mentor signatures.

Following a spate of Mentors signing into incorrect or additional Domains on student documents the HEI Admins staff in Placement Offices now have the ability to remove these extraneous signatures.

New Programmes

The PARE team would like to welcome the Speech and Language Therapy programmes from **Manchester Metropolitan University** and **University of Manchester** who have successfully rolled out their Clinical Placement records for their 1st year cohorts.

Students

Timesheets

Inclusion of University Name on Timesheet

A number of Trusts have requested that the student timesheets should include the name of the University in the Placement Details box at the top of the screen. This is primarily to help mentors quickly identify each of the university students, particularly where they deal with a number of universities on various placement.

Totalling of Hours

At the request of some universities, the hours worked for each week will not automatically accrue in the Total Hours at the bottom of your timesheets until the week has been signed off by your mentor. Once this signature is in place then the hours will populate both in the corner of each week and then in the Total Hours at the bottom of the sheets. This should ultimately reduce the need for trying to get signatures long after a placement has finished.

Future Developments

This has proven to be another busy year for PARE with increasing numbers of users (over 60000 registered users and rising!) and more functionality added. Thanks to everyone who use PARE and a particular thanks to all who feedback on issues or contribute to one of the regional Working Groups and the Steering Group. It is these bodies that not only ensure PARE is governed correctly, but also gives each user a voice.

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As PARE has grown we have had to grow the infrastructure as well, so we have recently swapped to a bigger, faster server to cope with the increased user base and future proof for planned developments and further expansion over the next few years.

The development of PARE Version 2, which will have increased functionality including:

- The ability to select multiple professions for an assessor (so you can choose to give an assessor sight of Nursing and Nurse Associates, or a practice supervisor sight of Nurses, Physios, and OT etc)

- The placement circuits will be regionalised (so you don't see placements pop up that are nowhere near your area, but can still search entire base and include those just over the border or wider afield if needed)

- Evaluations will cater for NETS as well as the current (albeit revised) HEENW Evaluations (HEI will have the ability to choose which they use)

- We will also be providing a placement audit functionality for HEE (Northeast) Universities.

- Once confirmed, the Pan North Pre-Registration Nurse preparation and Pan North Trainee Nurse Associate documentation borne of the new NMC Standards will be available within PARE, along with the new associated assessor and supervisor roles.

- There will also be improvements to the front-end appearance and tidying up of drop down menus, and cohort naming conventions.

- The time sheet functionality will also be extended to cover the requirements for apprenticeship students with regard to recording hours away from their employer in university and protected study periods

- We will be broadening and strengthening the PARE report functionality

- Finally, we will be providing preceptorship documentation to Gt Manchester and Cheshire and Merseyside Trusts which will also be available to other Trusts that may be interested.

PARE 2 will likely be launched around September 2019 in time for the new academic year, however many of these improvements and new functionality will make its way into the existing PARE system as they are developed. We will keep you all informed. Watch this space!