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Community Internship Family Care and Referral Follow Through

Practical 01 / Supervised community practicum

Aim

Carry out a supervised family follow-up, coordinate referral and document whether agreed care was reached.

Principle

Continuity depends on a usable plan, confidential follow-up and an accountable receiving service.

Articles and Materials

- Field assignment, approved bag and coded family folder
- Referral, visit and competence log forms

Procedure

1. Review the assigned family, current plan, risk and previous visits, verifying approved consent and the supervising community nurse.
2. Check field safety, equipment and clean bag setup. Confirm the family's priorities, preferred contact and practical barriers.
3. Repeat relevant observations, comparing baseline and interval change. Identify an immediate concern or a missing action in the care plan.

Continue with step 4 on the next page.

Procedure Continued

Community Internship Family Care and Referral Follow Through

4. Complete the agreed household care, prevention or education activity and record the person's response and remaining need.
5. Prepare or review the referral with reason, urgency, findings and expected follow-up. Coordinate with the assigned health worker.
6. Verify attendance, outcome and remaining barriers without unnecessary sharing. Arrange a feasible next review with the family and service.
7. Revisit the nursing plan and compare actual progress with the agreed outcome. Document any change or unmet need.
8. Enter supervised activity dates, the student's actual role and evidence and arrange faculty review in the official internship log.

Precautions

- Follow field supervision and privacy requirements.
- Record the actual role and obtain verification through faculty.

Observations and Record

Community Internship Family Care and Referral Follow Through

Documentation

Item	What to record	Why it matters
Family priority	History, visit and observations	Establishes care context
Linkage	Referral, worker and result	Verifies follow-through
Competence	Role, feedback and verification	Records training honestly

Worked Example

A referred older adult missed review because transport failed. The intern coordinates a new appointment through the supervisor and confirms attendance.

Result and Evaluation

Complete a supervised family-care cycle with verified referrals and documented evidence.

Viva Questions and Answers

What does closed referral follow-up show?

The action, receiver and outcome have been confirmed or a barrier has been documented.

What belongs in the official log?

The actual observed, assisted or performed role, date, evidence and verification.

Community Internship Programme Review and Improvement

Practical 02 / Lab or data practical

Aim

Review a primary care activity and present a measurable service improvement to the field supervisor.

Principle

Reliable records, defined coverage and clear task ownership support effective community services.

Articles and Materials

- Fictional programme data and approved reporting template
- Calculation, mapping and team review forms

Procedure

1. Confirm which activity is being reviewed, its eligibility, reporting period and oversight. Request only authorised aggregate or coded information.
2. Check registers against source counts and identify missing or duplicated entries. Document the action taken to reconcile each discrepancy.
3. Calculate coverage or completion with a defined numerator, denominator and interval. Check the total independently and state limitations.
4. Map where missed visits or follow-up barriers occur without exposing household identities. Discuss practical explanations with the field team.
5. Select a feasible improvement such as a scheduled reminder or an accessible follow-up contact. Assign a responsible worker and review time.
6. Trial or simulate the agreed action and measure the same indicator again. Identify what changed and which barriers remain.
7. Prepare a brief presentation with evidence, decision, planned adjustment and additional support needed.
8. Document the activity, feedback and verified role in the internship log alongside the team's review plan.

Precautions

- Use authorised records and aggregate reporting.
- Verify results and limitations before presenting.

Observations and Record

Community Internship Programme Review and Improvement

Documentation

Item	What to record	Why it matters
Measure	Population, count and period	Makes review interpretable
Improvement	Action, owner and timing	Supports implementation
Evaluation	Repeated measure and evidence	Tracks result

Worked Example

The clinic identifies incomplete follow-up records. The intern reviews the denominator, helps reconcile the register and arranges a repeat check with the team.

Result and Evaluation

Produce a practical, measurable improvement and an accurate supervised activity record.

Viva Questions and Answers

Why repeat the same indicator?

Consistent definitions allow meaningful comparison.

Why use a named owner?

It helps ensure the action is carried out and reviewed.

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