



# INTRODUCTION

**Welcome to your Six Steps to Learning Log.** This can be used to record all training that you undertake as part of your role as a Six Steps Champion.

The Learning Log is divided into six sections, with each one linked to the corresponding step.




Each step has a set of learning outcomes. This is to support a flexible approach to learning. Some are essential ('key') to the programme while some are suggested ('optional') to support further learning around end of life care. You can also add your own to the optional learning outcomes. You also need to record how these were achieved, for example, your Six Steps facilitator may deliver a session that meets one or more outcomes or you may watch a video clip and complete a worksheet, or you could attend a study day being held elsewhere. An example is provided below:

Key Learning Outcome	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitator's/ Managers signature
Identify how to undertake end of life discussions relevant to role	Attended session taught by facilitator	20/6/18	<i>J Brown</i>
	Completed e-elca online module	24/7/18	

At the bottom of each page, there is a space to reflect on your learning to help to develop your end of life care practice in relation to the education.




Finally, as a Six Steps Champion, the back page gets you to think how you share your learning with your colleagues in your care home.

# Sharing of learning

Step	How learning has been shared
	
	
	

# Sharing of learning

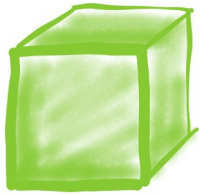
As a Champion, it is important to share your learning from each step with your colleagues. The section below and next page allows you to record how this has taken place.

Step	How learning has been shared
	
	
	

# KNOWLEDGE, SKILLS AND CONFIDENCE SELF ASSESSMENT

The Six Steps Programme has a self assessment tool to help you identify areas of learning. Your facilitator will provide this do you. The space below is for you to transfer the results so you can keep a record for yourself. You may want to consider your areas of strength and those that may need development.

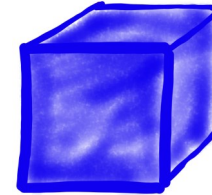
Question	Pre- programme			Post- programme		
	Know	Skills	Confid	Know	Skills	Confid
Identifying residents in last year of life						
Holistic assessment						
Communication skills						
End of life care discussions						
Advance Care Planning						
Mental Capacity Act						
Working within multi-disciplinary team						
Significant Event Analysis						
Recognising dying						
Care of the dying person						
Care Plan for End of Life						
Reducing inappropriate hospital admissions						
Meeting spiritual needs						
Dignity						
Bereavement support						



## STEP 1 - Discussions as the end of life approaches

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/Managers signature
Be able to complete an end of life care statement for the care home			
Implement the use of a Supportive Care Record (SCR)			
Identify the different stages of end of life, and how to use the '(double) surprise' question			
Be able to identify <b>when</b> to undertake Advance Care Planning discussions relevant to role			
Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/Managers signature
Understand the complexity of identifying residents at the end of life			

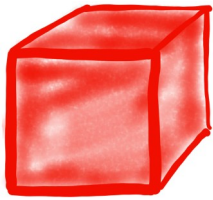
Reflections



## STEP 6 - Care after death

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/Managers signature
Understand how to care for a deceased resident			
Recognise how to respect individual faiths and beliefs			
Know how to support families, significant others, staff and other residents in bereavement			
Be able to verify expected death (Registered Nurses only)			
Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/Managers signature

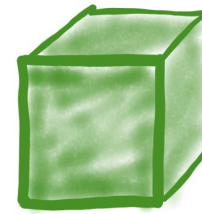
Reflections



## STEP 5 - Care in the last days of life

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Be able to recognise what happens when a resident enters dying phase			
Know how to care for a resident in their final days of life			
Understand the process of anticipatory prescribing (Registered Nurses only)			
Know how to support significant others when a resident is dying			
Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Be competent using a syringe pump (Registered Nurses only)			
Be able to care for a resident with a syringe pump (Support staff)			

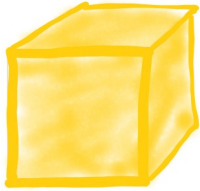
Reflections



## STEP 2 - Assessment, care planning and review

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Recognise different holistic assessments relevant to end of life and how to complete them			
Be able to provide individualised Advance Care Planning to support residents wishes			
Understand implications of Mental Capacity Act, Best Interests Decision and Lasting Power of Attorney			
Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Gain additional knowledge of Advance Care Planning			

Reflections

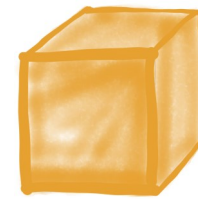


## STEP 3 - Coordination of care

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
A knowledge of other roles within wider multi-professional teams			
Be able to deal with challenging communication issues			
Understand the role of an end of life champion and what you can do			
Be able to lead/support a reflection on a significant event			

Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Recognise the requirements to lead and manage change in an organisation			

Reflections



## STEP 4 - Delivery of high quality care in care homes

Key learning outcomes	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Understand the impact of the environment at end of life			
Be able to identify and meet the spiritual needs of residents			
Identify any specific needs that a person with dementia may have at the end of life			
Know how to support a resident's needs with dignity and compassion			
Optional learning outcomes (You may also wish to add your own)	How achieved, e.g., 'attended session', 'self learning', 'study day'	Date achieved	Facilitators/ Managers signature
Further understanding of the needs of a resident with dementia			
Be able to identify and meet the spiritual needs of residents			

Reflections