

Actions arising from meeting on 7/4/22		
<p>1. Meds stage 4-</p>	<p>Insufficient information regarding the uploading of progress notes and reflections weekly to BS. Students were only given information after about 6 weeks of the unit running. The drop boxes do not match the labs so students confused to which drop box to upload their progress notes and reflections.</p>	<p>Being actioned. Teachers to release content a minimum of 1 week before the session.</p>
<p>2. Timetable issues</p>	<p>Classes are missing on the TT. Extra classes showing on TT. Students do not have access to the TT for days after apparent maintenance</p>	<p>The first issue, i.e., classes dropping off the timetable could be related to the app but we need details (e.g. screen shots) so we can follow it up properly. I'm not aware of any maintenance to TT systems – again, we would need some details – date, time, etc.</p>

3. Wounds stage 3	Content on BS being released on the day of the lab/tute. Students don't have time to prepare.	Being actioned. Teachers to release content a minimum of 1 week before the session.
4. Acute unit- Skills assessment terminology	The student apparently used the term Acute chest pain as opposed to heart attack and was failed for this. Apparently, the notes make reference to acute chest pain. The rep was asked to give us more information and will email us details. E.g., The teacher concerned and student name etc so we could follow up.	Kim was aware of this incident during the assessment. Kim spoke with the student the day after the assessment to hear her concerns. Remediation was offered to the student.