Mater Clinical Placement Handbook
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Introduction

Mater is a not-for-profit provider of health services which operates several hospitals, a medical research institute, pathology and pharmacy businesses in South East Queensland. Established in 1906 by the Sisters of Mercy, Mater has grown to become a Queensland icon which provides care for more than 500 000 patients each year.

Through collocation of private and public facilities for insured and non-insured patients, Mater is able to provide comprehensive care to meet the needs of the community. As a not for profit and values based organisation, Mater remains committed to its mission to meet community need and reinvests any revenue from the business back into the provision of health services for the community.

With more than 7000 staff and volunteers and a commitment to clinical care, research and education, Mater is able to offer a comprehensive range of services to meet the needs of our community. We do this in the spirit of Mercy.
Mater Hospitals, Over 100 Years Of Exceptional Care

On 4 January 1906, the Sisters of Mercy opened a 20-bed private hospital in a former residential home in Brisbane’s North Quay. This was the first Mater Private Hospital and the start of a tradition of care and compassion for the sick and the needy that would eventually lead to the establishment of seven hospitals for the Brisbane community, under the guidance of the Sisters of Mercy.

The story of Mater’s development from small private hospital, to a world-class group of seven hospitals and a research institute, is an exceptional one. It’s a story of hardship, adversity, triumphs and compassion, characterised at all times by a commitment to care. It’s not just Mater’s story. During its first 100 years, Mater has been part of the story of almost every person who has lived in Brisbane and countless more from all over Queensland and Northern NSW.
Our Mission
In the spirit of the Sisters of Mercy, the Mater Hospital offers compassionate service to the sick and needy, promote an holistic approach to health care in response to changing community needs and foster high standards in health related education and research. Following the example of Christ the Healer, we commit ourselves to offering these services to all without discrimination.

Our Values
Mercy: The spirit of responding to one another
   By being merciful we can bring forgiveness, joy, peace, kindness, compassion and hope to all in our care.
Dignity: The spirit of humanity, respecting the worth of each person
   Each person we encounter in our working day deserves our respect; patients, visitors, co-workers
Care: The spirit of compassion
   We show that we care for one another by being sensitive to each other’s’ needs and showing kindness.
Commitment: The spirit of integrity
   Being committed to those who entrust themselves to us is a responsibility we take seriously.
Quality: The spirit of professionalism
   We strive to be leaders in our fields, and combine that skill with humanity and warmth.

Students
As a health professional student undertaking clinical placement within Mater, you are now part of a tradition in clinical training that extends back to the establishment of a formal training school for nursing students in 1914.

Having met the pre-commencement eligibility requirements to become one of the newest members of the Mater health care team, you will now be required to attend a formal orientation to the organisation prior to your commencement within the clinical area. This will ensure you find out more about the Mater, including our History, our Mission, our Values and the key role you play in the ongoing commitment of our organisations commitment to clinical teaching and learning.

Throughout your clinical learning journey, you will be supported by appropriately credentialed staff members who will assess and consolidate your existing clinical knowledge
and continue to develop new and essential clinical skills for your transition into paid employment.

Clinical Placement Enquiries
For all clinical placement enquiries, please contact:

Jayd Moule  
Clinical Placement Coordinator  
Mater Education  
Duncombe Building Level 4, Raymond Terrace South Brisbane, QLD 4101  
t: (07) 3163 8758  
e: jayd.moule@mater.org.au  
http://matereducation.qld.edu.au/Clinical-Placement

SPOT
SPOT (Student Placement Online Tool) is a web based program used at Mater for managing and coordinating student clinical placements.

All clinical placements are uploaded in SPOT for visibility between student, education provider and the Mater.

All student shifts must be booked on SPOT prior to commencement of clinical placement. Your Clinical Supervisor/ Facilitator will notify you when and how to book your shifts on SPOT.

Contact:  
spot@mater.org.au  
For further information visit:  
www.spotapp.com.au
Our Hospitals

Mater provides care for some 500,000 patients each year through a unique combination of three public and four private hospitals.

Mater offers a broad range of medical, surgical, outpatient, emergency and community health services across the spectrum of clinical specialties, and seeks to grow existing and add new services in response to community need.

In 2015 Mater opened Mater Centre for Neurosciences including one of only two advanced epilepsy units in Australia, and the Mater Young Adult Health Centre Brisbane, providing specialised services and environments for people predominately aged 16 to 25. Mater also opened in 2015 the new state of the art hospital in Greater Springfield to continue to meet the growing needs of the community.

Mater Hospital Brisbane

Mater Hospital Brisbane was established to provide for the health care needs of the Brisbane community in 1911 and is jointly funded by Queensland Health grants and revenue generated by Mater Private Hospitals.
The original hospital was replaced in 1982 by a new 162 bed facility that provides a wide range of medical, surgical and cancer care services. Mater Hospital Brisbane features:

- a 24 hour emergency department
- Intensive and coronary care
- Day surgery
- Day oncology
- Day hospice respite
- busy medical, surgical and cancer care services.

All services are provided as a continuum of care through inpatient services, outpatient clinics, and community outreach services. As a lead hospital in the National Demonstration Hospitals Program, Mater Hospital Brisbane has a reputation for initiating innovative programs to improve patient care management.

Mater Children’s Private Hospital

Back in 1998 when Mater Children’s Private Hospital first opened its doors, it was Australia’s first private hospital for children. Since that time, Mater has provided care for thousands of children and their families through a team of exceptional staff and outstanding doctors.
Today, Mater Children’s Private Brisbane continues to provide Queensland families with access to leading doctors, nurses and care providers from our new look stand-alone private facility.

Mater Children’s Private Brisbane provides short stay paediatric healthcare services for privately-insured children requiring medical care and surgical intervention. The majority of our rooms are single rooms, and offer an ensuite, carer/parent day bed, telephone, television, security safe and a mini fridge. Our shared sibling room offers an additional reclining sofa chair and a private ensuite facility directly adjacent to the room.

Mater Children’s Private Brisbane is the only private Queensland facility to provide level 5 surgical and level 4 medical paediatric services under the Clinical Services Capability Framework. Conveniently located next door to the state’s largest paediatric tertiary hospital, Mater Children’s Private Brisbane is fully supported by a Paediatric Intensive Care Unit and on call emergency support team.

Features:
- 20 bed inpatient ward
- 16 bed day unit
- 2 dedicated theatres
- 2 parents’ lounges
- Indoor and outdoor play areas
Mater Mothers’ Hospital

Mater Mothers’ Hospital is renowned for providing high quality maternity services for women and families across Queensland, and beyond. Under the expert guidance of our specialists and midwives, Mater Mothers’ Hospital has been designed to ensure a high level, integrated tertiary service. This includes a number of services to support our mum before, during and after the birth of their baby.

All twin rooms at Mater Mothers’ Hospital include an ensuite as well as personal baby bathing facilities. Women are also able to access a patient entertainment system with links to the Internet and Foxtel.

For women with high-risk pregnancies, Mater offers a state-of-the-art maternal fetal medicine service which provides expert diagnosis and management of complex obstetric cases. Mater has one of Australia’s leading Neonatal Critical Care Units which includes intensive care, high dependency and special care cots. With 79 cot spaces, Mater’s Neonatal Critical Care Unit is the largest in Australia.

Services include obstetrics, gynaecology, neonatology, maternal fetal medicine, obstetric medicine, perinatal outreach education, and midwifery group practice.
Mater Mothers’ Private Brisbane

As the largest private maternity and newborn facility in Queensland, Mater Mothers’ Private Brisbane is second-to-none when it comes to providing compassionate, leading-edge care. Our family-friendly environment offers a comprehensive selection of exceptional support facilities and services for mums and families.

Our single ensuited rooms are complete with a day bed for partners, personal baby bathing facilities and a patient entertainment system with access to the internet and Foxtel. Free Wi-Fi on your own device is also available.

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Mater Mothers’ Private Redland

Located within Mater Private Hospital Redland, Mater Mothers Private Redland is linked to Mater hospitals in South Brisbane and specialises in the care of low to medium risk birthing mothers and babies.

Our facility offers a comprehensive selection of exceptional support, facilities and services for the bayside community, providing exceptional maternity care while remaining close to family and friends.

Our rooms are specifically designed for Mums and babies, including personal baby bathing facilities and a patient entertainment system with access to the internet and Foxtel. Additional services include onsite booking-in clinic, antenatal education and lactation consultants.

Mater Private Hospital Brisbane

The largest of Mater private facilities, Mater Private Hospital is a flagship for the level of care and facilities our organisation strives to provide. Mater Private Hospital is a tertiary, acute facility built on a foundation of clinical excellence and a commitment to safe, compassionate care, that is:

- quality focussed
- technologically advanced
- customised to patients’ needs and lifestyle.

Mater Private Hospital Brisbane is an outstanding health care provider with a total of 323 patient beds, 10 operating theatres, a 24-hour private emergency service, pre-admission clinic and comprehensive ICU facilities.
Mater Private Hospital Redland

Mater Private Hospital Redland was established in September 2000 as an extension of the mission of the Sisters of Mercy to provide the highest quality health care services for the people of the Bay side region.

Mater Private Hospital Redland features a three level main hospital building incorporating patient wards, operating theatres, day procedure unit, chapel, kitchens, reception area and utility rooms.

Building on Mater’s reputation for clinical excellence, Mater Private Hospital Redland provides a range of specialised surgical and medical services to support the needs of the Redland community. With visiting specialists and highly trained nursing staff dedicated to exceptional care, the hospital is capable of providing clinical outcomes among the best in the world across a variety of specialty areas.

Focusing on women’s health, ophthalmology, orthopaedics, urology and rehabilitation, Mater Private Hospital Redland aims to provide community access to world class facilities.
Mater Private Hospital Springfield

Mater Private Hospital Springfield opened in October 2015, and is a truly innovative, unique and contemporary hospital providing holistic healthcare to the Greater Springfield community.

Currently at stage one, our 80 bed facility offers medical and surgical services for overnight and day patients, including a dedicated day oncology service.

Patient experience is the focus of the newly created facility which includes: a fold-away bed in every room and no set visiting hours for family centred care; integrated room control allowing patients to control temperature, blinds and lighting in each room; dietician approved room service menu and communal healing garden.

A range of medical and surgical services: General Medicine; Medical Oncology; Radiation Oncology; Rehabilitation; Respiratory; Ear, Nose and Throat; Gastroenterology; General Surgery; Gynaecology; Ophthalmology; Oral and Maxillofacial; Orthopaedics; Plastics; Dermatology and Urology.

Planning is underway for future expansion, all with the aim of providing exceptional healthcare to the Greater Springfield community for this generation and beyond.
Mater Education

Mater Education is a leading provider of interprofessional healthcare education and training, with world-class clinical simulation facilities and faculty.

Since 1914 Mater has maintained a proud history of training clinicians, and has a strong reputation for producing exceptional, work-ready graduates. Through Mater Education, we offer a range of courses for aspiring and practicing health professionals, community education, and Mater staff development. Mater Education is uniquely positioned to develop and deliver courses that lead the way in health education, improving contemporary best-practice and the health of our community.

Mater Education contributes to the continual improvement in safety and quality of patient care and experience at Mater by providing multidisciplinary and interprofessional practice development opportunities to Mater People. We also make our exceptional training and education available to external students and participants in an effort to further develop the broader health workforce. Our education delivery is innovative and integrates contemporary, evidence-based practice development in diverse areas of clinical specialties, and across key patient populations.

Mater Education is rapidly evolving beyond the traditional ‘apprenticeship’ model of clinical teaching and learning toward a multilayered, interprofessional, team-based approach to practice development. This is changing how organisations, clinical units and individual clinicians engage in learning and development. Simulated learning experiences are leading to significant improvements in patient safety, outcomes and clinician confidence.

Diploma of Nursing

Our students study and train onsite in our world-class clinical simulation facility, learn contemporary best-practice from clinical nursing experts, and have a rare opportunity to gain hands-on experience across some of Mater’s exceptional hospitals.

After 18 months full-time study, Mater qualified Diploma of Nursing graduates are eligible to apply for national registration with the Australian Health Practitioner Regulation Agency (AHPRA) as an enrolled nurse, providing employment opportunities within many areas of healthcare Australia-wide. Graduates can also apply for 12 months credit into registered nursing degrees at most universities. Over 320 students have graduated from Mater Education’s Diploma of Nursing students since 2010

Our courses

Our course offerings are constantly changing and expanding in response to the needs of our workforce, industry and the community. In general, we offer courses in the following areas:
- Specialist clinical professional development
- Clinical supervision, education and training
- First aid and resuscitation
- Our unique Diploma of Nursing program
- Health administration and support.

International partnerships

Mater Education is an Affiliate Partner of the internationally renowned Center for Medical Simulation (CMS) in Boston, USA. As the only Affiliate Partner in Australia (and one of only three in the world), Mater Education and its alumni have an exclusive level of access to the resources, skills, advice and experience of a team who are international leaders in the simulation field.

We also hold a Teaching Affiliation with Massachusetts General Hospital Institute of Health Professions (MGH IHP), that enables clinicians (including our Simulation Fellows) to gain internationally recognised postgraduate qualifications through their study and training at Mater Education.

Simulation

Mater Education is rapidly evolving beyond the traditional ‘apprenticeship’ model of clinical teaching and learning toward a multilayered, interprofessional, team-based approach to practice development. This is changing how organisations, clinical units and individual clinicians engage in learning and development. Simulated learning experiences are leading to significant improvements in patient safety, outcomes and clinician confidence.

University partnerships

Mater Education has established a number of partnerships with key universities to help meet Mater’s own workforce needs now and into the future, by helping produce high quality, work ready graduates. Mater Education’s clinical placements supported 1496 students through its university partnerships in 2015.

The University of Queensland (UQ):
Mater Education supports the clinical education and training of UQ students across a number of health disciplines, including medicine, nursing, midwifery, physiotherapy, occupational therapy, speech pathology, audiology and pharmacy.

Australian Catholic University (ACU):
The Mater-ACU partnership was established in 2013, and delivered ACU’s first co-branded Health Sciences Clinical School at Mater. Other Mater-supported ACU programs include: Bachelor of Midwifery Graduate Entry and Bachelor of Midwifery (Indigenous) Away from...
Base, to expose rural and remote Indigenous midwifery students to maternity and neonatal clinical placement.

Mater Research

Mater Research is a world class medical research institute based at South Brisbane specialising in cancer, maternity and obesity related research. Mater’s 200 researchers are based in clinical settings at the Mater Health Services and laboratories at the Translational Research Institute (TRI).

Mater Research was established in July 1998, a development funded by the Sisters of Mercy and their supporters. The Governor-General officially opened the institute in March 1999. In 2006, Mater Research incorporated and became a National Health and Medical Research Council (NHMRC) accredited independent medical research institute, and in 2013 formed Mater Research Institute – UQ within the University of Queensland.

Mater Research commenced operation with ten staff, since then it has experienced significant growth, creating an internationally competitive institute with many original programs attracting top scientists from around the globe. Mater Research has documented significant outputs in publications, patents, student achievements, collaborations, peer-reviewed funding and other significant funding, and in 2014 produced over 350 research publications.

The initial focus for Mater Research was cancer, however the research has grown and attracted other independent scientific teams working across a broad range of major health priorities. Mater researchers are regularly publishing in leading clinical (eg. NEJM, JAMA and Lancet) and biomedical (eg. Nature Medicine, Cell) journals, progressively building our national and international reputation.

Nursing Research Centre

The Nursing Research Centre, established in 1992, is a resource for nursing clinicians, educators and administrators. The centre provides consultation and investigative services related to patient care and nursing management. The centre’s staff collaborates with Mater clinical staff and university academics to conduct the research. Mentorship is also available to staff to develop their proposals and the conduct of their studies. Activities of the centre are directed toward the goal of excellence in nursing practice at Mater.
Policy and Procedure

All students undertaking clinical placement activities within Mater are governed by ALL Mater policy and procedures (available via Mater Document Centre) and the Mater Code of Conduct.

In addition, all students will be expected to comply with their own tertiary education provider’s Student Rules (and/or associated Code of Conduct).

Listed below are the policies that are required to be read and understood on commencement of your placement. They can be located in the Mater Document Centre on the Mater Intranet site.

- Clinical Placement Policy-PR-PAL-030010
- Infection Control/ Hand Hygiene Policy-PR-CLN-900027 / PR-CLN-900019
- Uniform Policy-PY-PAL-010020
- Social Media Policy-PR-MKT-000004
- Information Privacy Policy- PY-IID-100016
- Mater’s Internet, Intranet and Email Usage Policy-PY-IID-300003

Scope of Practice/ Supervision

Clinical supervisors are charged with a dual role of ensuring patient safety while promoting students’ professional development. The provision of patient care remains the responsibility of the registered clinician who is to ensure that patient safety and patient centred care is maintained at all times. Clinical supervisors must exercise delegation and supervision of the student as per the appropriate level of knowledge, skills, experience and relevant learning objectives of the student.

Students are to work within their scope of practice at all times. Students credentialed to do so may make entries in Mater patient’s progress notes and care pathways, if all such entries are countersigned as correct by the Clinical Supervisor or registered clinician allocated to the care of that patient.

Students must report any concerns regarding a patient to the registered clinician allocated to the care of that patient or team leader as soon as possible.

Patient Centred Care

As healthcare professionals, we can influence the patient experience with a kind word or action, or equally with a harsh word or action.

People share with us some of their innermost fears, secrets, hopes, dreams and personal information. They often put their trust in us when they are most vulnerable.
We must not betray that trust, we must keep them front and centre of our endeavours and we must every day remind ourselves what a privilege it is to be part of a caring profession.

We must put our patients at the centre of our attention. This is more easily achieved when our personal values align with organisational values and we strive to live them during every interaction with patients.

(Dr Don Cave, Senior Medical Risk Advisor, Clinical Safety and Quality)

**General Information**

**Absenteeism**

Students may be absent from clinical placement for many reasons so therefore ensure you obtain contact details of your ward during the orientation day. Should you be unable to attend a rostered clinical shift or any other required clinical placement activity, please ensure you contact your Clinical Supervisor/ Facilitator as soon as possible in order to receive further instructions. It is also expected that you contact your clinical area and inform an appropriate member of Mater staff that you will be unable to attend your rostered shift. The shift should then be cancelled on SPOT and the reason identified.

**Identification Badges**

For security reasons all students must wear their identification badges while present on the Mater complex. Upon commencement of your clinical placement, your Clinical Supervisor/ Facilitator will arrange for a temporary Mater ID badge to be issued by our Security Department. You will need to arrange a time for your photo to be taken with security and the ID badge must be returned on the conclusion date of your placement.

**Uniforms**

University clinical placement uniforms must be worn at all times, including identification badge. All uniforms must be freshly laundered and in good condition at all times.

**Hair** should be clean, neat and tidy at all times. Hair below collar length must be worn up or secured away from the face. Hair ties/bands should be navy or black. Beards and moustaches should be well groomed and trimmed.

For safety and infection control, **jewellery** should be kept to a minimum e.g.

- Earrings should be studs or sleepers
- Rings should be flat bands
- Chains worn inside clothing
- Wristwatches should not be worn during clinical procedures and patient contact
- Visible piercings must be restricted to ears (specifically lower lobes)
- No facial piercings including tongue, lips, noses and brows

**Nails** must be short, clean and neatly trimmed. Artificial nails are not to be worn by staff providing clinical care.

Suitable **hosiery** to match either navy or black footwear must be worn.

**Make-up and perfume**, if worn, should be discreet and reflect and promote a professional image.

**Shoes** must be closed in, have non-slip soles and heels which are in good condition. This is a safety requirement of the hospital. Closed in shoes must be worn. Sandals are not permitted.

**Reference:** Extracts from MHS Uniform and Dress Policy
Policy No: PY-PAL-010020

**Car Parking**

Mater owns and operates three multi-storey car parks on the Mater Brisbane site –
- Hancock Street Car Park
- Mater Hill Car Park
- Mater Medical Centre Car Park

**Students are offered a discounted parking rate in the Mater Hill and Hancock Street Car Parks for entry between 12pm-12am only.** The Mater Medical Centre Car Park is fully automated and only accepts the public daily parking tickets – therefore discounted Mater staff or student parking is not available in this car park.

To obtain your discounted parking rate in the Mater Hill and Hancock Street Car Parks, please ensure you exchange your entry ticket for a concession ticket during office hours & prior to exiting the car parks at one of the Customer Service Centres located within these car parks:
- Hancock Street Car Park- Level 1
- Mater Hill Car Park- Level 4 (near link to Mater Hospital Brisbane)
The usual safety precautions should be observed when using the car parks. Please help deter thieves by removing valuables from your car and ensure your vehicle is locked. Parking is at your own risk. Parking in the hospital grounds is not permitted.

Other parking options in the area:
- Lady Cilento Children’s Hospital
- Diana Plaza Shopping Centre- located on Annerley Road, provide discounted parking in their basement car park on presentation of a Mater ID
- Southbank Car Park- offer early bird rates
- Street Parking- parking meters (2 hours and shorter) are located in the streets surrounding the hospital or there are full day parking meters on the Southern side of the Hospital from Clarence Street down.

For parking inquiries please call: 3163 8914 / 3163 6053

For further information visit: http://www.mater.org.au/Home/Location/General-Parking

Public Transport
- The Brisbane City Council busway Mater Hill station is located under the MPH extensions along Water Street.
- The railway line is within walking distance of the hospital. The closest station is the South Brisbane Station.
- River ferries stop at the South Bank parkland and River Plaza Hotel terminals. It is a short walk to & from each of the hospitals.

For more information about public transport, visit the link below: http://translink.com.au/

Banking Facilities
ATM:
Mater Property Services (South Brisbane) have leased the following ATM’s for your convenience:
- Level 2 and Level 4, Mater Hospital Brisbane
- Level 5, Mater Mothers’ Hospital
- Level 6, Mater Private Hospital Brisbane
- Ground Floor, Salmon Building
**EFTPOS:**
Mater Property Services Cafes’ have installed EFTPOS facilities for your convenience. There is a minimum purchase of $10.00 and a no cash out policy.

Mater Property Services Cafes are located at:
- McAuley’s Café, Level 2, Mater Hospital Brisbane
- Fig Tree Café, Level 5, Mater Mother’s Hospital
- Chloe’s Café, Level 6, Mater Private Hospital

**Non-Smoking Facility**
It is the policy of Mater to minimise the exposure of staff, patients and the public to hazards of tobacco smoke whilst on the premises or involved in work related activity. In accordance with the Queensland Government Directive on smoking, smoking is banned on Mater grounds and corporate vehicles.

*For more information, please visit the link below:*

**Cafeteria Facilities**
Mater Hospital Brisbane dining room is located on Level 3 and the Mater Private Hospital Terrace Café is located on Level 4. A large selection of hot and cold food is available. Free tea and coffee machines are available. Meals are available during the following times.

**Hours:** 0600 hours - 1930 hours

**Coffee Shops / Food**
- Hudson Coffee - Ground floor, Salmon Building
- The Fig Tree Café - Ground floor entrance, Mothers' Hospital
- Chloe’s Coffee Shop - Level 6, Mater Private Hospital
- The Coffee Club – Beside Mater Hill Bus Station on Stanley Street
- Subway - Stanley Street
- Hana Sushi Bar & Dining - Ground floor, Salmon Building
- Zambero’s - Ground floor, Salmon Building

**UQ/ Mater McAuley Library**
The library is jointly funded by the University of Queensland and the Mater Hospitals and managed by the University of Queensland. Borrowing facilities are available to Mater staff and University of Queensland staff and students.
Facilitators and students are welcome to access and use all facilities. The library is situated on the ground floor of Aubigny Place.

**Opening Hours:** 8am-6pm Monday-Thursday/ 8am-5pm Fridays  
**Phone number:** 3163 1689.

For more information, please visit the following link:  
https://www.library.uq.edu.au/locations-hours/uqmater-mcauley-library

**Pastoral Care**
The members of the Pastoral Care team work in close cooperation with all health care professionals and seek to recognize the holistic needs of all individuals. Pastoral Care primarily cares for and are concerned with the human spirit, regardless of race, culture, religious differences, gender or status. This care is offered with sensitivity to the needs, feelings and wishes of others, with confidentiality being maintained at all times.

The Mater Pastoral Care team offers a twenty four hour service, seven days a week that is available to all Mater staff, students, patients and families. Should you wish to contact Pastoral Care, please telephone extension 8969 or ask for them to be paged via the switch board.

**Chapel**
There is a Chapel in every hospital on the Mater campus. They are always open for staff, patients, relatives and visitors. The chapel provides a quiet, reverent place for meditation and prayer.

**Paging System**
During your clinical placement, you will inevitably be required to utilise the hospital’s paging system. Please follow the instructions below to ensure you can complete this task:

- Press 6 * and wait for voice instruction prompt
- After prompt enter the pager number you are trying to contact and wait for the next prompt
- After this prompt, enter the extension number of the telephone you are calling from and then press the # key.
- Hang up phone and wait for call to be returned.
Appendixes

Appendix 1 - Further Resources

- Mater Website
  www.mater.org.au

- Mater Education Website
  http://matereducation.qld.edu.au/

- Mater Research Website
  www.research.mater.org.au

- SPOT (Student Placement Online Tool)

- Mater Intranet
  Available onsite at Mater Hospitals with access to Mater Document Centre (Mater Policies & Forms)

- Australian Health Practitioner Regulation Authority Website
  www.ahpra.gov.au

- Nursing and Midwifery Board of Australia

- Queensland Nurses Union Website
  www.qnu.org.au
Appendix 2 - South Brisbane Campus Map
Appendix 3- Emergency Codes

Emergency phone number - 555

Procedure

- Dial the emergency number - 555
- State the type of emergency e.g., CODE BLUE
- State the hospital e.g., Mater Hospital Brisbane
- State the location - ward number and bed number.
- State the type of patient (adult, child, obstetric etc)

There is a mandatory requirement that all students have annual fire and safety training. Please speak with your clinical supervisor if this has not occurred prior to you attending clinical placement.
Appendix 4- Basic Life Support Flowchart for Cardiac Arrest Management (Adult Patient)

Basic Life Support

D  Dangers?
R  Responsive?
S  Send for help
A  Open Airway
B  Normal Breathing?
C  Start CPR
   30 compressions: 2 breaths
   if unwilling / unable to perform rescue breaths continue chest compressions
D  Attach Defibrillator (AED)
   as soon as available and follow its prompts

Continue CPR until responsiveness or normal breathing return

December 2010
Appendix 5- The Mater Credo

“Living the Values…”

The Mater Credo

At the Mater, we...

1. ...stand by the Mater Values
2. ...greet each other genuinely
3. ...introduce ourselves and use people’s names
4. ...help people whenever we can
5. ...use respectful language we all understand
6. ...do better than “no” or “I don't know”
7. ...demonstrate courtesy at all times
8. ...allow others to go first
9. ...maintain a professional appearance
10. ...have our IDs visible
11. ...keep our promises
12. ...are ambassadors of all that is best about the Mater
13. ...respect each other’s privacy and celebrate our differences
14. ...participate in true teamwork and share information
15. ...create a safe environment
16. ...use Mater assets and resources responsibly