Standards for allocation of pre-registration nursing students to mentors in clinical practice

**Live Mentorship**

Students **MUST** be allocated to a *live mentor* whose details are accurately documented on the live mentor register for the Trust / Organisation.

Verification that the mentor is live must be undertaken before allocating the mentor to a student.

If the mentor’s live mentorship period is due to expire before the student completes the placement, the mentor must update/undertake a triennial review to remain live and prevent compromising the student’s assessment.

Mentors should be able to access their local mentor register to provide accurate dates of updates and triennial review dates to students (within 5 days of the student starting placement).

The mentor name on the front page of the student's practice document must correspond with the mentor name annotated on the live register. This named mentor will be responsible for the practice assessment of their allocated student(s).

**Access to mentor**

Students should have an initial meeting with their named mentor within 3 days of starting placement.

Students **MUST** spend a minimum of 40% of their working week actively working with their named mentor. Staff in senior roles who are unable to work directly with the student for 40% of the student’s working week should not undertake the mentorship role.

Where long arm ‘sign-off’ mentorship is agreed by the Trust / Organisation, another live mentor must be available to fulfil the 40% contact requirement. Details of both individuals must be documented on the front of the student’s practice document.

Students can work the range of shifts from Monday to Sunday to enable them to work with their named mentor. A ‘reasonable’ allocation of weekend and night duty is appropriate where necessary to support the student working with their named mentor.

Students **MUST NOT** be allocated to a named mentor whose normal working pattern is permanent night duty or a mentor who is on annual leave for a considerable period of the student placement (e.g. 2 weeks annual leave in a 4 week placement allocation).

**Completion of Practice Assessment**

Where possible, the named mentor should be available to directly undertake the formative assessment of the student and participate in the preparation of the subsequent action plan.

Where a student has been allocated a named mentor and a ‘co-mentor’, the named mentor must take responsibility for the documentation of all summative aspects of the student’s practice assessment – including all practice competencies (cluster skills).

Summative assessment of practice competencies can only be undertaken in a placement of 4 weeks or more. Students cannot be assessed in associate placements if their allocation to these placements is less than the required 4 weeks.

Further details for mentors can be accessed on the mentor portal at [www.anglia.ac.uk/mentors](http://www.anglia.ac.uk/mentors)