

Policy for Mentors employed by the University of Malta - Department of Nursing

1.0 PURPOSE

The purpose of this policy is to ensure consistency in teaching during practical placements in Malta and Gozo. To facilitate and enable all student nurses to develop and demonstrate a high level of competence and aptitude in clinical skills, to include moral and ethical accountability as expected by the Council of Nursing and Midwives (CNM upon registration).

2.0 SCOPE

This policy seeks to:

- (i) present the Standards of Teaching, Learning and Assessment in Student Nursing Practice,
- (ii) provide guidelines to mentors
- (iii) delineate the expected performance of student nurses.

3.0 DEFINITIONS/KEY WORDS

The “mentor” is a qualified health care professional generally a staff nurse. Mentors help foster the development and professional growth of mentees by sharing knowledge and insights that he or she has acquired through training and practice.

A mentor has the ability to lead, inspire and motivate his or her mentee.

The “mentee” is a student nurse.

The “mentoring process” is dynamic and requires the mentor and mentee to work together to reach specific goals across a formal learning contract and includes a final placement assessment of the mentee by the mentor.

In order to set and manage appropriate expectations, mentor and mentee should provide each other with regular and adequate feedback to ensure that mutually agreed goals in a learning contract are reached within a reasonable timeframe.

4.0 COMMITMENTS OF THE MENTOR

Characteristics of effective mentoring include the ability and willingness:

- 4.1 To value the mentee as a person in non-judgmental and non-discriminatory manner.
- 4.2 To develop mutual trust and respect.
- 4.3 To maintain professional boundaries and confidentiality across a strong working relationship.
- 4.4 To listen attentively and discuss in line with scope of practice of mentored placement in a supportive attitude.
- 4.5 To support the mentee problem solve, rather than only give direction.
- 4.6 To focus on the mentees learning development in line with the scope of practice and the code of ethics as stipulated by the Council of Nursing and Midwifery.
- 4.7 To follow the guidelines on the commitments of the mentor annexed to this document.

5.0 COMMITMENTS OF MENTEES

The most successful mentoring relationships develop as a result of participants devoting quality and productive time together. Mentors and mentees are free to choose the activities in which they participate, however, standards of professionalism must be adhered to at all times. In the interest of facilitating the mentoring relationship, the responsibilities noted of the mentee are outlined:

- 5.1 To value and respect the mentor in a professional manner to develop mutual trust for a healthy working relationship.
- 5.2 To maintain professional boundaries and confidentiality across a strong working relationship.
- 5.3 To actively participate and discuss learning goals within the scope of practice of the mentored placement and the code of ethics as stipulated by the Council of Nursing and Midwifery.
- 5.4 To critically think about the wider aspects of nursing practice and effectively suggest problem-solving measures.
- 5.5 To follow the guidelines on the commitments of the mentee annexed to this document.

6.0 RESPONSIBILITY OF THE DEPARTMENT OF NURSING – UNIVERSITY OF MALTA FACULTY OF HEALTH SCIENCES

The placement committee members are appointed by the Head of Nursing Department FHS. The placement committee (PC) is the body responsible for the clinical placement and learning of a student in the clinical area and will do its utmost to facilitate the learning experience of the mentee, through their appointment mentors.

6.1 Responsibility of the Department of Nursing UM towards students involves a balanced clinical placement experience across the 3-year course ensuring student safety and growth.

6.2 Responsibility of the Department of Nursing UM towards the mentors/assessors is to provide training and support

6.3 The placement Committee has responsibility to have regular contact with Nursing Administration of the placement areas being used by mentees.

7.0 ADDITIONAL RESOURCES

7.1 Annexes –

7.1.1 Annex 1 - Standard for practice for mentors,

7.1.2 Annex 2 - Standard for practice for mentees

7.1.3 Annex 3 - Standard operational procedure for placement committee

7.2 Scope of practice

- ***The Scope of Professional Practice (2002). Retrieved from;***
https://health.gov.mt/en/regcounc/cnm/Documents/scopeofpractice_cnm.pdf

7.3 Code of ethics

- ***Health Care Professions Act (Chapter 464). To regulate the practice of health care professions in Malta. Retrieved from ;***
<http://www.justiceservices.gov.mt/DownloadDocument.aspx?app=lom&itemid=8930&l=1>
- ***Maltese Code of Ethics for Nurses and Midwives (1997). Retrieved from:***
https://health.gov.mt/en/phc/pdu/Documents/maltese_code_of_ethics_nurses.pdf