AHP Quality Improvement Programme (QIP) 2020 Guidance for Mentors

What is Mentoring?

Mentoring is supporting others to take responsibility for their own learning (Parsloe and Leedham, 2009), whilst encouraging individualism, supporting differences and promoting variety (Garvey, Stokes and Megginson, 2014).

Mentoring can be described as a 'continuous two-way process through which the person in the role of mentor uses questions, discussions and guided activity to help the person being mentored to solve problems' (GTCS, 2017).

Common elements in a mentoring relationship:

- Focus on learning
- A learning conversation
- Reflection and sharing
- Confidentiality

Attributes of an effective mentor:

- Active listening,
- Giving constructive feedback,
- Good interpersonal and communication skills (verbal and non verbal),
- Organisational skills,
- Being non judgemental
- Adaptable
- Being honest, trustworthy, respectful, and fair

Why should I mentor?

Each of us has the potential to mentor colleagues. Mentoring is an investment in the success of the future workforce. It is a way we can positively influence the current culture of our organisation and ensure that our workplace reflects our own values. Contributing as a mentor can deliver personal benefits as well, including:

- Professional development
- Personal development
- Development of leadership skills
- Opportunity to reflect on own goals and practices
- Improve and enhance communication skills

Why have I been asked to be an AHP QIP mentor?

Through discussion with a QIP participant you have been identified as a suitable mentor.

The participant should inform the AHP QIP Committee Member representing their profession that you have agreed to mentor for the duration of the AHP QIP.

As an AHP QIP Mentor:

- You will use you attributes and qualities of a mentor to provide guidance and encouragement throughout their project.

- Offer support to the participant to encourage them to manage their own learning –selecting, designing, implementing and evaluating their QIP over the course of the programme.

- Meet with the participant at regular, agreed times suitable to both you and the participant

Mentor Resources:

- Complete the following QI learning modules to enable effective support of participants:

  o https://learn.nes.nhs.scot/3870/quality-improvement-zone/elearning

- Consider completing the following supervision modules to enable effective support of practitioners:

  o https://learn.nes.nhs.scot/3580/clinical-supervision

- Consider completing the following mentoring 'checklist' as part of their own learning:

  o https://saskpolytech.ca/about/school-of-nursing/mentorship/documents/Mentor_and_Mentee_Checklists_FINAL.pdf

- Guidance to support workplace learning:

  o https://www.nes.scot.nhs.uk/media/769379/181208_supporting_learning_blues.pdf

- Supporting effective Feedback:

  o http://www.effectivepractitioner.nes.scot.nhs.uk/learning-and-development/facilitation-of-learning/supporting-learning.aspx

Learning for the mentor

You may want to evidence key aspects of your learning as a mentor. The links below have resources may help you to do this.

- http://www.effectivepractitioner.nes.scot.nhs.uk/media/269449/resourc   e-support-supervision-checklist.pdf

    - http://www.effectivepractitioner.nes.scot.nhs.uk/files/ReflectivePractice/story.html

The Participant will:

- Be responsible for own learning needs and seek advice from mentors, line managers or Practice Development leads when necessary.

- Regularly communicate with the named mentor regarding the progress of their project via a combination of communication methods agreed by both parties (e.g. email, face-to-face, telephone).

- Advise the named mentor, line manager, or Practice Development leads if experiencing any barriers in relation to the completion of their project as soon as possible.

- Regularly refer to this 'Important Information' document, support and resources.

    http://www.staffnet.ggc.scot.nhs.uk/Acute/Rehab%20Assessment/Physiotherapy/PD/Pages/StaffProjects.aspx