



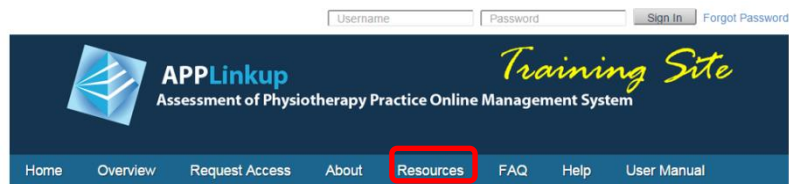
## Clinical Educator 'Quick Start' Guide

### Steps for use of the APPLinkup training site

**Step 1:** Notify your Facility CE Co-ordinator (FacCEC) and the university you are going to do some training. This will ensure that the university has enrolled students and allocated them to a clinical educator. Each university has been provided with unique user names and passwords and simulated student data for use in training.

To maximise the effectiveness of training it is best to practise these steps alongside your FacCEC. If your facility does not have a designated CE co-ordinator, log in as a FacCEC rather than a CE to practice using the APPLinkup system.

**Step 2:** Go to the APPLinkup training site and select the Resources tab:  
<http://training.applinkup.com/>



#### Training Resources

**Step 3:** Open up the APPLinkup Training Resources page



A training website has been created the data in the live site. Click [HERE](#)

**Step 4:** Open the CE user level section. Select one of the CE user accounts and password (apple1) provided and log into the training system

#### CE User Accounts



**Step 5:** Use the APPLinkup user manual and work through completing a mid and end of unit APP form

**Step 6:** You will be required to complete the mid-unit form around week 3 week of a 5 week placement block. The mid-unit feedback is formative and should be used to help the student to identify areas requiring improvement and areas that are progressing well. You also will be required to complete the end of unit form at the end of the 5 weeks.

**Step 6:** APP has been designed so that once both you and your student have completed the form and submitted it, both can see the other's ratings. This helps promote useful discussion during mid and end of unit feedback sessions.

**Step 7:** Once the APP forms are completed you will submit the forms to the University for review

**Step 8:** For more detail refer to the Clinical Educator section in the APPLinkup user guide located on the Resources and Help tabs.

#### Assessment of Physiotherapy Practice (APP) Mid Unit

0 = Infrequently / rarely demonstrates performance indicators  
1 = Demonstrates few performance indicators to an adequate / pass standard  
2 = Demonstrates most performance indicators to an adequate / pass standard  
3 = Demonstrates most performance indicators to a good / above pass standard  
4 = Demonstrates most performance indicators to an excellent standard  
Not Assessed (n/a) = item was not assessed  
Note: a rating of 0 or 1 indicates that minimum acceptable competency has not been achieved

Professional Behaviour					
1. Demonstrates an understanding of patient/client rights and consent	0	1	2	3	4 n/a
2. Demonstrates commitment to learning	0	1	2	3	4 n/a
3. Demonstrates ethical, legal & culturally sensitive practice	0	1	2	3	4 n/a
4. Demonstrates teamwork	0	1	2	3	4 n/a
▶ Please Add Feedback - Professional Behaviour					
Communication					
5. Communicates effectively and appropriately - Verbal/non-verbal	0	1	2	3	4 n/a
6. Demonstrates clear and accurate documentation	0	1	2	3	4 n/a
▶ Please Add Feedback - Communication					